

## LBHF Equality Impact Analysis Tool

### Conducting an Equality Impact Analysis

An EqIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative or unlikely to have a significant impact on each of the protected characteristic groups.

The tool has been updated to reflect the new public sector equality duty (PSED). The Duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under this Act;**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against the three tenets of the Equality Duty.

## General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Equality Officer for support.
6. Further advice and guidance can be accessed from the separate guidance document (link), as well as from the Opportunities Manager: [PEIA@lbhf.gov.uk](mailto:PEIA@lbhf.gov.uk) or ext 3430

## LBHF Equality Impact Analysis Tool

<b>Overall Information</b>	<b>Details of Full Equality Impact Analysis</b>
<b>Financial Year and Quarter</b>	2012-2013 Q3
<b>Name and details of policy, strategy, function, project, activity, or programme</b>	<p><b>PROJECT: LINFORD CHRISTIE STADIUM</b></p> <p><b>WORKS: GENERAL REFURBISHMENT OF BUILDING FABRIC</b></p> <p>The proposed works are to be carried out at Linford Christie Stadium and consist of a full upgrade to the clubhouse kitchen, general internal refurbishment of changing rooms, remedial works to the roof covering plus refurbishment and upgrade of toilets and washing areas to the male changing room. The works will be funded from previously agreed projects within the Corporate Planned Maintenance Programme for which the Leader has responsibility and supported by a S106 contribution.</p>
<b>Lead Officer</b>	<p>Name: Patrick Nolan          Position: Framework Project Manager          Email: patrick.nolan@lbhf.gov.uk          Telephone No: 020 8753 4516</p>
<b>Date of completion of final EIA</b>	21/01/13

<b>Section 02</b>	<b>Scoping of Full EIA</b>								
<b>Plan for completion</b>	<p>Timing:</p> <p>Resources:</p>								
<b>Analyse the impact of the policy, strategy, function, project, activity, or programme</b>	<p>Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral or negative impact on equality, giving due regard to relevance and proportionality.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Protected characteristic</th> <th style="width: 60%;">Analysis</th> <th style="width: 20%;">Impact: Positive, Negative, Neutral</th> </tr> </thead> <tbody> <tr> <td>Age</td> <td>This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.</td> <td>Neutral</td> </tr> </tbody> </table>			Protected characteristic	Analysis	Impact: Positive, Negative, Neutral	Age	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
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Age	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral							

Disability	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Gender reassignment	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Marriage and Civil Partnership	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Pregnancy and maternity	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Race	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Religion/belief (including non-belief)	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Sex	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral
Sexual Orientation	This is a maintenance/refurbishment technical contract and it will not have an effect or impact on this protected characteristic.	Neutral

**Human Rights or Children’s Rights**

If your decision has the potential to affect Human Rights or Children’s Rights, please contact your Equality Lead for advice

Will it affect Human Rights, as defined by the Human Rights Act 1998?

No

Will it affect Children’s Rights, as defined by the UNCRC (1992)?

No

**Section 03**

**Analysis of relevant data**

Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.

<b>Documents and data reviewed</b>	<b>NA</b>
<b>New research</b>	If new research is required, please complete this section

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	Details of consultation findings (if consultation is required. If not, please move to section 06)
<b>Analysis of consultation outcomes</b>	<b>NA</b>

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	What has your consultation (if undertaken) and analysis of data shown? You will need to make an informed assessment about the actual or likely impact that the policy, proposal or service will have on each of the protected characteristic groups by using the information you have gathered. The weight given to each protected characteristic should be proportionate to the relevant policy (see guidance).

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	Include any specific actions you have identified that will remove or mitigate the risk of adverse impacts and / or unlawful discrimination. This should provide the outcome for LBHF, and the overall outcome.

<b>Section 07</b>	<b>Action Plan</b>												
<b>Action Plan</b>	<p>No actions have been identified.</p> <table border="1"> <thead> <tr> <th>Issue identified</th> <th>Action (s) to be taken</th> <th>When</th> <th>Lead officer and borough</th> <th>Expected outcome</th> <th>Date added to business/service plan</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Issue identified	Action (s) to be taken	When	Lead officer and borough	Expected outcome	Date added to business/service plan						
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<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
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<b>Chief Officers' sign-off</b>	Name: Position: Email: Telephone No:
<b>Key Decision Report (if relevant)</b>	Date of report to Cabinet/Cabinet Member: XX / XX / XX Key equalities issues have been included: Yes/No
<b>Opportunities Manager (where involved)</b>	Name: Position: Date advice / guidance given: Email: Telephone No: