

## Equality Impact Assessment Full Tool with Guidance

This document has been produced to help you assess the likelihood of impacts on equality groups – including where people are represented in more than one strand – with regard to your new or proposed policy, strategy, function, project or activity. It has been designed to complement the e-learning tool for Equalities Impact Assessments and to help with your business planning process, as well as to ensure that your policy/project does not incur a delay due to lack of equalities consideration.

### Full Equality Impact Assessment Tool

Overall Information	Details of Full Equalities Impact Assessment
Financial Year and Quarter	2010/2011 / 4 <sup>th</sup> quarter
Name and details of policy, strategy, function, project, activity, or programme	<b>Title of EIA:</b> Potential disposal of Sands End Community Centre and services decant. <b>Short summary:</b> Following a period of consultation with local residents. It is proposed that the services currently located in the Sands End Community Centre be decanted and the property offered for disposal.
Name of Service Department	Name: Pat Bunche Position: Head of Early Years and Childcare Services Email: <a href="mailto:pat.bunche@lbhf.gov.uk">pat.bunche@lbhf.gov.uk</a> Telephone No: 020 8753 3772
Date of completion of final EIA	31/01/2011

Section 02	Scoping of Full EIA
Plan for completion	Timing: During and post consultation using feedback Resources: Officer time Lead Officer: Gill Sewell
What is the policy, strategy, function, project, activity, or	Aims: The decant of services is looking to achieve relocation within the ward where possible of services which will not disadvantage borough residents who currently receive/make use of services delivered at Sands End.

**programme looking to achieve?**

The building will become available for disposal thus potentially further reducing council deficit and enabling resources allocated to the council to be used to benefit residents.

**Objectives:**

Service users will be able to continue to access services once relocated. These include all current and future users from all seven equality strands. By relocating services to buildings where there are already enhanced services, existing users may benefit from accessing other available services.

Should the building be sold, the proceeds will assist in reducing council debt therefore enabling the council to direct resources to services for residents rather than servicing debt.

Race	Neu tral	L	<ul style="list-style-type: none"> <li>▪ There are no services aimed at any specific race groups using in the centre at present. Services offered and which will potentially be relocated all promote equality of opportunity and follow council guidelines, therefore the proposals will have a neutral impact on race. Service relocation will potentially take place in community buildings such as schools where the promotion of equal opportunities is a cornerstone of the service they currently deliver and may be enhanced opportunities for residents who have not accessed services at the centre.</li> <li>▪ Promotion of equal opportunities will continue as services are likely to relocate into more accessible premises and all of the services currently located in the centre actively promote equality of opportunity</li> <li>▪ Promotion of good relations between people from different ethnic groups may be enhanced as organisations will look to work together to engage local residents, to reinvigorate the services delivered in the current location (which is a location that is difficult to access using public transport links).</li> <li>▪ According to census data, 20.1% of residents are from BME backgrounds in Sands End ward, which is close to the borough's overall number percentage, which is 22%. Given that there are no services aimed at race groups in the centre at present, and that services will continue in different locations (see this EIA, and Cabinet Report), we have no evidence that any race group will be disadvantaged.</li> </ul>
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	Disability	+	M initiall y then L	<ul style="list-style-type: none"> <li>▪ Promotion of equality of opportunity between disabled persons and other persons will continue as the services will remain the same or similar offer. The current location is fully accessible with disabled toilets, lift, signage and the identified sites for relocation will have similar access however the current centre is difficult to access via public transport and is at the southern end of the borough. By moving services to more central locations with similar building adaptations will enable greater access by people with disabilities. Very local disabled users may however have to travel further to access library services, gym facilities and adult learning but the proposed relocation sites will offer wider choice of activities for residents so may therefore have a medium impact in the short term as users become familiar with new locations and travel routes but will have a low impact in the long term as there is potential for users to access additional services located in the new sites. The children's centre proposed location will further enhance service delivery as the location will have access to outdoor play which will benefit both disabled and able bodied children and contribute to health objectives.</li> <li>▪ Eliminate discrimination that is unlawful under the Act; N/A as services already operate under the principles of the Act and will continue to do so in future.</li> <li>▪ Eliminate harassment of disabled persons that is related to their disabilities; N/A as there is no evidence of discrimination in the services that are being delivered currently and no reason to assume that by changing location this will alter. Services delivered are run by council departments and are therefore expected to operate within council policies and procedures including Equal Opportunities, DES and SES</li> <li>▪ Promote positive attitudes towards disabled persons; this area can only be enhanced by the change in venue as more users will have access to services due to the change in location and this may give rise to opportunities for greater community cohesion.</li> <li>▪ Encourage participation by disabled persons in public life; by moving the services to busier locations where other services are being delivered will give disabled persons increased exposure to additional opportunities that they may wish to take advantage of.</li> <li>▪ Take steps to take account of disabled persons' disabilities, even</li> </ul>

				where that involves treating disabled persons more favourably than other persons. N/A currently but will consider if it means that a disabled person needs additional provision to enable access to services
	Gender	+	L	<ul style="list-style-type: none"> <li>▪ Eliminate unlawful sex discrimination and harassment (including for transsexual people); Services as stated above work under the council's policies (including equal opportunities) and procedures and this would not change with relocation.</li> <li>▪ Promote equality of opportunity between men and women. Again council policies and procedures apply but in addition Children's Centres are actively promoting work with fathers and with the Fulham South planned relocation there will be further opportunities to reach out to fathers with father specific activities such as Dads and children drop-in sessions and outdoor play activities as they will have access to a building which will enable weekend usage and has outside play space</li> </ul>
	Age	+	L	<ul style="list-style-type: none"> <li>▪ During consultation, concern was raised that plans for libraries may be inaccessible for children and older people (see Cabinet Report, section 9). The Council could explore the potential for the school to have a child focused library resource. If agreed, the relocation of Sands Library into Hurlingham &amp; Chelsea School would improve accessibility for Sands End children to the library as it would be located in an environment familiar to them. We would also be keen to use the consultation information collected and to work with the school, community and local children to help design services that they would like to see within their library.</li> <li>▪ The majority of Sands End Library borrowers are aged 0-19 years, followed by 20-39 and then 40-64 year olds. Usually this group is mobile and therefore will be affected minimally by a move within the ward. For those elderly people who are unable to access the library, the home library service is a doorstep delivery service, which brings the library to homes.</li> <li>▪ As part of changes to the library service there will be a new Adults &amp; Children's Services Manager who will be able to develop library services to children. It would be feasible to take some elements of the library into schools as has happened at some nurseries in the borough.</li> </ul>

				<ul style="list-style-type: none"> <li>▪ All provision will comply with council policies/guidelines and procedures. Active engagement of older residents is met with the Age Well opportunities delivered via Adult Education and will continue where possible at alternative venues. The children's centre actively encourages involvement of grandparents, teenage mothers and parents/carers of all ages.</li> <li>▪ Services through the children's centre to young children will be enhanced as the new site will have access to outdoor play. This will include a children's library enhancing access as on one site. The proposed site will be more accessible to young children and their families as will be closer to residential areas north of the current site.</li> <li>▪ There is no youth provision on site so no impact for this age group. The new site will enhance this provision as will enable older siblings to access activities through adjacent services nearby. This may lead to a positive impact on anti-social behaviour where families are accessing range of services on adjacent sites.</li> <li>▪ The provision delivered by ASSIST on site will be relocated potentially to a more central location. The provision is a referral, case managed service working with identified youth and is not a youth service provision. The referred young people are not necessarily local residents of the Sands End area.</li> <li>▪ Looking at the geographical location of users of adult education, it is evident that only a proportion of local residents access the services at Sands End, others access from across the borough. As mentioned previously, transport links and bus passes will enable older residents to access services at a variety of locations.</li> </ul>
	Sexual Orientation	Neutral	L	<ul style="list-style-type: none"> <li>▪ As stated previously, the services delivered in the centre will in the main continue but in different locations. All work and would continue to work under the council's policies and procedures</li> </ul>
	Religion/belief (including non-belief)	Neutral	L	<ul style="list-style-type: none"> <li>▪ Again as previously stated the services will not change. The children's centre makes provision for prayer and will continue to do so in alternative premises.</li> </ul>
Will it affect Human Rights, as defined by the Human Rights Act 1998?				No

	Analysis of the places of residence of service users is varied and not specific to the Sands End area. Relocating of existing services may mean a change of journey for some users but as the services will not be altered in their delivery or in policies it will not affect human rights as defined by the Act.
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<b>Section 03</b>	<b>Assessment of relevant data and/or undertake research</b>
<b>Documents and data reviewed</b>	Documents reviewed are: <ul style="list-style-type: none"> <li>▪ LBHF policies and procedures (Equal Opportunities Policy, SES, DES)</li> <li>▪ Children’s Centre guidance and delivery plans, existing user data and published programmes, children’s centre user consultation</li> </ul>
<b>New research</b>	New research was not considered necessary as the LBHF policies and procedures and the Children’s Centre policies and procedures are developed in line with equalities guidelines and are regularly reviewed for compliance. A mapping of users of the services delivered currently in the centre has been undertaken and appears in the body of the Cabinet report.

<b>Section 04</b>	<b>Assess or undertake consultation</b>
<b>Consultation</b>	<p>Consultation with residents has thus far consisted of the two public consultations on potential building closures and the Library reorganisation. The building consultation was further extended for the Sands End Community Centre. Residents have been offered the opportunity to voice their opinions at a series of open days, via e-mail and the on-line consultation documents. Library staff are available to assist residents who struggle with use of the local computers.</p> <p>During consultation, concern was raised that plans for libraries may be inaccessible for children and older people (see Cabinet Report, section 9). The Council could explore the potential for the school to have a child focused library resource. If agreed, the relocation of Sands Library into Hurlingham &amp; Chelsea School would improve accessibility for Sands End children to the library as it would be located in an environment familiar to them. We would also be keen to use the consultation information collected and to work with the school, community and local children to help design services that they would like to see within their library.</p> <p>The majority of Sands End Library borrowers are aged 0-19 years, followed by 20-39 and then 40-64 year olds. Usually this group is mobile and therefore will be affected minimally by a move within the ward. For those elderly people who are unable to access the library, the home library service is a doorstep delivery service, which brings the library to homes.</p> <p>As part of changes to the library service there will be a new Adults &amp; Children’s Services Manager who</p>

	<p>will be able to develop library services to children. It would be feasible to take some elements of the library into schools as has happened at some nurseries in the borough.</p> <p>The Children’s Centre undertook a parent consultation in the Autumn and this included opportunities for parents to comment on relocation. Those who participated expressed no concerns about accessing the service in another location and viewed the opportunity to have access to outdoor play as a benefit for their children.</p> <p>Further discussion has taken place between elected members and the Sands End Action Group.</p> <p>Feedback from consultation is included in the body of the report.</p>
<b>Assessment</b>	<p>Based on the consultations which have taken place, concerns were raised about potential loss of services. As stated, services will be delivered from alternative locations within the ward and there is not an expectation that there will be a loss in service delivery/activity. The equalities policies and procedures will remain in tact.</p> <p>We are aware (see maps of service users in the Cabinet report) that users are not Sands End specific and reside in every ward in the borough and as long as venue changes are accessible by public transport a change in buildings would have a neutral effect on delivery and access.</p> <p>Parents, when asked in the children’s centre consultation indicated that a change in venue would not affect their service usage.</p>

<b>Section 05</b>	<b>Assessment of impact and outcomes</b>
<b>Assessment</b>	There is no evidence of discrimination as services will continue and these already operate under the policies and procedures of the council

<b>Section 06</b>	<b>Reducing any adverse impacts</b>
<b>Outcome of Assessment</b>	We have reviewed the consultation responses and have mapped service users from the existing services delivered from the centre. Service users reside in a range of locations across the borough and not exclusively from the Sands End area. In many cases future potential relocation of services will be nearer to their residence reducing their journey times. We will ensure that all relocated services will be in accessible buildings and funding has been requested to make reasonable adjustments.

<b>Section 07</b>	<b>Action Plan</b>
<b>Action Plan</b>	<ul style="list-style-type: none"> <li>▪ Issue identified: future potential relocation of services (issue a), and some concern that plans for libraries may be inaccessible for children and older people (issue b)</li> <li>▪ Action (s) to be taken: <ul style="list-style-type: none"> <li>Issue a <ol style="list-style-type: none"> <li>1. Once alternative locations are identified, they will be inspected to ensure that they are disability compliant</li> </ol> </li> <li>Issue b <ol style="list-style-type: none"> <li>2. The Council could explore the potential for the school to have a child focused library resource. If agreed, the relocation of Sands Library into Hurlingham &amp; Chelsea School would improve accessibility for Sands End children to the library</li> <li>3. For those older people who are unable to access the library, the home library service is a doorstep delivery service, which brings the library to homes (existing service)</li> <li>4. As part of changes to the library service there will be a new Adults &amp; Children's Services Manager who will be able to develop library services to children. It would be feasible to take some elements of the library into schools as has happened at some nurseries in the borough.</li> </ol> </li> </ul> </li> <li>▪ When: Upon identification of the alternative premises (issue a), and to be confirmed (issue b)</li> <li>▪ Lead officer: Relevant service head in Adult Education, Libraries and Children's Services (issues a and b)</li> <li>▪ Expected outcome: <ul style="list-style-type: none"> <li>Issue a <ol style="list-style-type: none"> <li>1. Arrangements put into place to adapt buildings to meet disabled access requirements</li> </ol> </li> <li>Issue b <ol style="list-style-type: none"> <li>2. Improved accessibility for children</li> <li>3. Accessible library for older people (no change: existing service)</li> <li>4. Developed services for children</li> </ol> </li> </ul> </li> <li>▪ Date added to business/service plan and to the Council's Single Equality Scheme (if appropriate): The dates for issues a and b will vary depending upon the service and the individual timescales for relocation once the proposal to dispose of the site has been agreed by members</li> </ul>

<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
<b>Chief Officer sign-off</b>	Name: Gill Sewell



	Position: Assistant Director, Children, Youth and Communities Email: <a href="mailto:gill.sewell@lbhf.gov.uk">gill.sewell@lbhf.gov.uk</a> Telephone No: 020 8753 3608
<b>Key Decision Report</b>	Date of report to Cabinet/Cabinet Member: 07/02/2011 Confirmation that key equalities issues found here have been included: Yes
<b>Opportunities Manager</b>	Name: Carly Fry Position: Opportunities Manager Email: <a href="mailto:PEIA@lbhf.gov.uk">PEIA@lbhf.gov.uk</a> Telephone No: 020 8753 3430