

APPENDIX 2 - TEMPLATE 2 - Full Equality Impact Assessment (EqIA)

In order to carry out this assessment, it is important that you have completed the EqIA E-learning Module and read the Corporate Guidelines on EqIAs. Please refer to these to assist you in completing this form and assessment.

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| What are the proposals being assessed? (Note: ‘proposal’ includes a new policy, policy review, service review, function, strategy, project, procedure, restructure) | The Community Safety Plan for 2013 -2017 |
| Which Directorate / Service has responsibility for this? | Resources to co-ordinate; all to deliver |
| Name and job title of lead officer | Mike Howes, Service Manager, Policy and Partnerships |
| Name & contact details of the other persons involved in the EqIA: | |
| Date of assessment: | August 2013 |

Stage 1: Overview

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| <p>1. What are the aims, objectives, and desired outcomes of your proposals?</p> <p>(Explain proposals e.g. reduction / removal of service, deletion of posts, changing criteria etc)</p> | <p>To set priorities for community safety activity over the years 2013-2017 so that the Council, the Police, the Health Service, voluntary and community organisations and others share a common direction of travel in relation to community safety.</p> <p>The major priorities are the “MOPAC 7 “ crimes; Burglary; Violence with Injury; Vandalism; Theft from the Person; Robbery; Theft of a Vehicle and Theft from a Vehicle: as well as Anti-social behaviour; Domestic Violence and reducing re-offending. The MOPAC 7 crimes have been identified by the Mayor as having the greatest impact on the public while ASB causes the greatest local concern, and domestic violence makes up a higher proportion of crime in Harrow than in any other London Borough. Reducing re-offending should help achieve these other crime reduction priorities.</p> <p>The Plan also describes an aspiration to make Harrow the safest borough in London within the period covered by the Plan. If this is achieved, it will equate to a reduction of almost 2,500 crimes a year in</p> |
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| | Harrow. |
| 2. What factors / forces could prevent you from achieving these aims, objectives and outcomes? | Changes in the prevalence and types of crime and anti-social behaviour committed in Harrow; further and unanticipated changes to the resources available for community safety activity. |
| 3. Who are the customers? Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. | Residents of the Borough; the organisations represented at Safer Harrow, the Community Safety Partnership |
| 4. Is the responsibility shared with another department, authority or organisation? If so: <ul style="list-style-type: none"> Who are the partners? Who has the overall responsibility? | The overall responsibility rests with Safer Harrow which comprises: <p>Harrow Council Harrow Police Harrow Probation Service Harrow Fire Service The Mayor's Office for Policing and Crime Harrow Magistrates</p> |
| 4a. How are/will they be involved in this assessment? | Safer Harrow has considered the strategic assessment which analyses crime and ASB trends and drew up the priorities contained within the Community Safety Plan. Had any adverse impacts been identified in this assessment, they would have been reported to Safer Harrow to consider changing the Plan |
| Stage 2: Monitoring / Collecting Evidence / Data | |
| 5. What information is available to assess the impact of your proposals? Include the actual data, statistics and evidence (including full references) reviewed to determine the potential impact on each equality group (protected characteristic). This can include results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys, workforce profiles, service users profiles, local and national research, evaluations etc | |
| (Where possible include data on the nine protected characteristics. Where you have gaps, you may need to include this as an action to address in the action plan) | |
| Age (including carers of young/older | Victims of personal robbery are relatively young. Moreover, recent victims of personal robbery are younger |

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| people) | than in previous years. In the previous year only 9% of victims were aged 11-15 years; this year 17% of victims were aged 11-15 years. The suspect profile is very young, with just under 60% of suspects under 20 years old. Between October 2011 – September 2012, 17% of robbery suspects were 15 years or younger, compared to 10% in the previous year. |
| Disability (including carers of disabled people) | No data on crime affecting this protected characteristic |
| Gender Reassignment | No data on crime affecting this protected characteristic |
| Marriage/Civil Partnership | No data on crime affecting this protected characteristic |
| Pregnancy and Maternity | No data on crime affecting this protected characteristic |
| Race | Racist offences fell by 8% in the most recent Strategic Assessment period to 180 offences, the seventh lowest of London's 32 Metropolitan Police boroughs Asians make up the largest category of victims of robbery, with 53% of all victims. |
| Religion and Belief | No data on crime affecting this protected characteristic |
| Sex/Gender | 70% of victims of robbery were male. This is a substantial increase on the previous year, when just over 55% of victims were male. Younger victims are even more likely to be male. 92% of victims aged 11-15 years were male. For older age categories, the sex differences of victims decrease |
| Sexual Orientation | There were 22 homophobic offences in the most recent Strategic Assessment period, a decrease of five compared to the 12 months prior to this |
| <p>6. Is there any other (local, regional, national research, reports, media) data sources that can inform this assessment?</p> <p>Include this data (facts, figures, evidence, key findings) in this section.</p> | <p>At the end of the period covered by the strategic assessment, Harrow had the third lowest level of overall crime of London's 32 Metropolitan Police boroughs, with 61 recorded offences per 1,000 population. Compared to London as a whole, Harrow has a high proportion of residential burglaries and a low proportion of theft/handling offences. In other respects, the composition of Harrow's overall crime is similar to London as a whole.</p> <p>Harrow's level of residential burglary was slightly above the London borough average in the most recent year. However, 14% of Harrow's overall crime rate</p> |

was residential burglary. This is the highest proportion of any London borough

7. Have you undertaken any consultation on your proposals? (this may include consultation with staff, members, unions, community/voluntary groups, stakeholders, residents and service users)

Yes

X

No

NOTE: If you have not undertaken any consultation as yet, you should consider whether you need to. For example, if you have insufficient data/information for any of the protected characteristics and you are **unable** to assess the potential impact, you may want to consult with them on your proposals as how they will affect them. Any proposed consultation needs to be **completed before** progressing with the rest of the EqIA.

Guidance on consultation/community involvement toolkit can be accessed via the link below

http://harrowhub/info/200195/consultation/169/community_involvement_toolkit

| Who was consulted? | What consultation methods were used? | What do the results show about the impact on different equality groups (protected characteristics)? | What action are you going to take as a result of the consultation? This may include revising your proposals, steps to mitigate any adverse impact. <i>(Also Include these in the Improvement Action Plan at Stage 5)</i> |
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| In the three previous years, the Residents panel was consulted on the outcomes of the strategic assessment to ensure that the statistical picture of Harrow drawn from crime reports echoed resident experience – which it did. As the crime pattern had not changed significantly for this year, the consultation was not repeated | Resident Panel questionnaire | That the understanding of crime in Harrow presented in the Strategic Assessment on which the Community safety Plan is based was an accurate representation of the public experience of crime. The data showing the groups most likely to be victims of specific crimes, suspects in specific crime types and the levels of fear of crime and confidence in the Police reflected the information in the strategic assessment. | The Community Safety Plan is based on the evidence contained in the Strategic Assessment which has, in previous years, been endorsed by the Residents Panel as an accurate account of the public experience of crime. As such, the proposals in the Community Safety Plan already address the most significant crime types |
| Safer Harrow | Debate at meetings of Safer Harrow | The proposals have been modified to reflect the advice and | |

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| | | expertise of Safer Harrow members | |
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Stage 3: Assessing Impact and Analysis

8. What does your information tell you about the impact on different groups? Consider whether the evidence shows potential for differential impact, if so state whether this is an adverse or positive impact? How likely is this to happen? How you will mitigate/remove any adverse impact?

| Protected Characteristic | Positive | Adverse | Explain what this impact is, how likely it is to happen and the extent of impact if it was to occur. | What measures can you take to eliminate or reduce the adverse impact(s)? E.g. consultation, research, implement equality monitoring etc (Also Include these in the Improvement Action Plan at Stage 5) |
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| Age (including carers of young/older people) | X | | Reducing crime will reduce victimisation and young people make up a disproportionately large proportion of the victims of crime in Harrow | |
| Disability (including carers of disabled people) | | | Crime against Disabled People that is related to their disability is not separately recorded except in the Hate Crime category for which Harrow has the seventh lowest number in London. | |
| Gender Reassignment | | | Crime against Gender Reassigned people that is related to their reassignment is not separately recorded except in the Hate Crime category for which Harrow has the seventh lowest number in London. | |
| Marriage and Civil Partnership | | | There is no data on crime related to marriage of civil partnership | |
| Pregnancy and Maternity | | | There is no data on crime related to pregnancy and maternity | |
| Race | | | There were 180 Racist offences in the period covered by the Strategic Assessment. None of the priorities contained in the Community Safety plan directly impacts this form of criminality | |
| Religion or Belief | | | Crime against people related to their religion of belief is not separately recorded except in the | |

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| | | | Hate Crime category for which Harrow has the seventh lowest number in London | |
| Sex | X | | Males are much more likely than females to be the victim of crimes against the person with the exception of domestic violence. While not one of the MOPAC 7 crimes, Domestic Violence has been prioritised in Harrow as it forms a disproportionately large percentage of the borough's total crime reports. Reducing crime against the person will reduce the number of males as victims of crime and continuing to address domestic violence will reduce the number of female victims. | |
| Sexual Orientation | | | Crime related to sexual orientation is not separately recorded except in the Hate Crime category where there were 22 homophobic crimes in the period October 11 - September 12 | |
| Other (please state) | | | | |
| <p>9. Cumulative impact – Are you aware of any cumulative impact? For example, when conducting a major review of services. This would mean ensuring that you have sufficient relevant information to understand the cumulative effect of all of the decisions. Example: A local authority is making changes to four different policies. These are funding and delivering social care, day care, and respite for carers and community transport. Small changes in each of these policies may disadvantage disabled people, but the cumulative effect of changes to these areas could have a significant effect on disabled people's participation in public life. The actual and potential effect on equality of all these proposals, and appropriate mitigating measures, will need to be considered to ensure that inequalities between different equality groups, particularly in this instance for disabled people, have been identified and do not continue or widen. This may</p> | | | <p>The Community Safety Plan concentrates on the high volume/high impact crimes. There were 11,615 crimes recorded against the MOPAC 7 categories in the year to April 2013 in harrow. A significant reduction in these crime types as envisaged in the Making Harrow the Safest Borough in London target will increase the safety and security of all residents although there are no specific new initiatives targeted at low volume/high impact crimes such as Hate Crime. Nonetheless, the cumulative impact of reducing high volume/high impact crimes will be positive for all residents.</p> | |

include making a decision to spread the effects of the policy elsewhere to lessen the concentration in any one area.

10. How do your proposals contribute towards the requirements of the Public Sector Equality Duty (PSED), which requires the Council to have due regard to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between different groups.

(Include all the positive actions of your proposals, for example literature will be available in large print, Braille and community languages, flexible working hours for parents/carers, IT equipment will be DDA compliant etc)

| Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010 | Advance equality of opportunity between people from different groups | Foster good relations between people from different groups | Are there any actions you can take to meet the PSED requirements? (List these here and include them in the Improvement Action Plan at Stage 5) |
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11. Is there any evidence or concern that your proposals may result in a protected group being disadvantaged (please refer to the Corporate Guidelines for guidance on the definitions of discrimination, harassment and victimisation and other prohibited conduct under the Equality Act)?

| | Age (including carers) | Disability (including carers) | Gender Reassignment | Marriage and Civil Partnership | Pregnancy and Maternity | Race | Religion and Belief | Sex | Sexual Orientation |
|-----|------------------------|-------------------------------|---------------------|--------------------------------|-------------------------|------|---------------------|-----|--------------------|
| Yes | | | | | | | | | |
| No | X | X | X | X | X | X | X | X | X |

If you have answered "yes" to any of the above, set out what justification there may be for this in Q12a below - link this to the aims of the proposal and whether the disadvantage is proportionate to the need to meet these aims. (You are encouraged to seek legal advice, if you are concerned that the proposal may breach the equality legislation or you are unsure whether there is objective justification for the proposal)

If the analysis shows the potential for serious adverse impact or disadvantage (or potential discrimination) but you have identified a potential justification for this, this information must be presented to the decision maker for a final decision to be made on whether the disadvantage is

proportionate to achieve the aims of the proposal.

If there are adverse effects that are not justified and cannot be mitigated, you should not proceed with the proposal. (select outcome 4)

If the analysis shows unlawful conduct under the equalities legislation, you should not proceed with the proposal. (select outcome 4)

Stage 4: Decision

12. Please indicate which of the following statements best describes the outcome of your EqlA (tick one box only)

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| Outcome 1 – No change required: when the EqlA has not identified any potential for unlawful conduct or adverse impact and all opportunities to enhance equality are being addressed. | X |
| Outcome 2 – Minor adjustments to remove / mitigate adverse impact or enhance equality have been identified by the EqlA. <i>List the actions you propose to take to address this in the Improvement Action Plan at Stage 5</i> | |
| Outcome 3 – Continue with proposals despite having identified potential for adverse impact or missed opportunities to enhance equality. In this case, the justification needs to be included in the EqlA and should be in line with the PSED to have ‘due regard’. In some cases, compelling reasons will be needed. You should also consider whether there are sufficient plans to reduce the adverse impact and/or plans to monitor the impact. (explain this in 12a below) | |
| Outcome 4 – Stop and rethink: when there is potential for serious adverse impact or disadvantage to one or more protected groups. (You are encouraged to seek Legal Advice about the potential for unlawful conduct under equalities legislation) | |

12a. If your EqlA is assessed as **outcome 3** or have ticked ‘yes’ in Q11, explain your justification with full reasoning to continue with your proposals.

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Stage 5: Making Adjustments (Improvement Action Plan)

13. List below any actions you plan to take as a result of this impact assessment. This should include any actions identified throughout the EqlA.

| Area of potential adverse impact e.g. Race, Disability | Action proposed | Desired Outcome | Target Date | Lead Officer | Progress |
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Stage 6 - Monitoring

The full impact of the decision may only be known after the proposals have been implemented, it is therefore important to ensure effective monitoring measures are in place to assess the impact.

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| <p>14. How will you monitor the impact of the proposals once they have been implemented? How often will you do this? <i>(Also Include in Improvement Action Plan at Stage 5)</i></p> | <p>The Strategic Assessment is produced annually and the Community Safety Plan updated to reflect changing circumstances. Therefore, a change in the crime pattern affecting one or more protected characteristic will be highlighted early in the new financial year.</p> | | | |
| <p>15. Do you currently monitor this function / service? Do you know who your service users are?</p> | <p>Yes</p> | <p>X</p> | <p>No</p> | |
| <p>16. What monitoring measures need to be introduced to ensure effective monitoring of your proposals? <i>(Also Include in Improvement Action Plan at Stage 5)</i></p> | | | | |
| <p>17. How will the results of any monitoring be analysed, reported and publicised? <i>(Also Include in Improvement Action Plan at Stage 5)</i></p> | | | | |
| <p>18. Have you received any complaints or compliments about the policy, service, function, project or proposals being assessed? If so, provide details.</p> | <p>No</p> | | | |

Stage 7 – Reporting outcomes

The completed EqIA must be attached to all committee reports and a summary of the key findings included in the relevant section within them.

EqIA's will also be published on the Council's website and made available to members of the public on request.

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| <p>19. Summary of the assessment</p> <p>NOTE: This section can also be used in your reports, however you must ensure the full EqIA is available as a background paper for the decision makers (Cabinet, Overview and Scrutiny, CSB etc)</p> <p>What are the key impacts – both adverse and positive? Are there any particular groups affected more than others? Do you suggest proceeding with your proposals although an adverse impact has been identified? If yes, what are your justifications for this? What course of action are you advising as a result of this EqIA?</p> | <p>The Community Safety Plan is based on an analysis of crime reports in the previous period and highlights the areas that need the most attention. The Plan for 2013-17 prioritises the “MOPAC 7” high volume/high public impact crimes of Burglary, Violence with Injury, Vandalism; Theft from the Person; Robbery; Theft of a Vehicle and Theft from a Vehicle: as well as Anti-social behaviour, Domestic Violence and reducing reoffending. The aim is to make Harrow the safest Borough in London within the timescale of the Plan which will require a reduction of almost 2,500 crimes a year against a total for last year of 11,615. Reducing crime benefits all residents of the Borough either directly, by reducing victimisation, or indirectly by lowering the fear of crime.</p> | | |
| <p>20. How will the impact assessment be publicised? E.g. Council website, intranet, forums, groups etc</p> | <p>Council website</p> | | |
| <p>Stage 8 - Organisational sign Off (to be completed by Chair of Departmental Equalities Task Group)</p> | | | |
| <p>The completed EqIA needs to be sent to the chair of your Departmental Equalities Task Group (DETG) to be signed off.</p> | | | |
| <p>21. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?</p> | <p>Resources ETG</p> | | |
| <p>Signed: (Lead officer completing EqIA)</p> | <p>Mike Howes</p> | <p>Signed: (Chair of DETG)</p> | |
| <p>Date:</p> | <p>23rd August 2013</p> | <p>Date:</p> | |