E&E_01: Trading standards

Directorate:	Environment and Enterprise	Officer completing the template:	Venetia Reid-Baptiste
What are the proposals being assessed? (Please also indicate the reference		505 04 T "	
Number from the S1 form)		E&E_01: Trading standards	

1. What are the aims, objectives, and desired outcomes of your proposals?	Reducing spend on Trading Standards
(Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)	The service is delivered via an SLA and this proposes to reduce the SLA cost to align with the current level of service delivery.
2. Who are the main people / groups who may be affected by your proposals?	Residents / Service Users
For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.	Partners
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?	Not applicable
(include the actual data, statistics and evidence based on the different protected characteristics)	
4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?	No

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- > Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This

disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

'	
1	
2	
3	
4	
5	
	5

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
	IMPACT					

Protected	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
Characteristic	Low/ Medium/ High	Positive/ Negative/ Neutral	protected characteristic	you use to assess this?)	Impact Score
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled people)	Low	Neutral			0
Gender Reassignment	Low	Neutral			0

Marriage and Civil Partnership	Low	Neutral	0
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	0
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section mu	Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)		
Summary / Conclusion of assessment: (include the	No disproportionate adverse implications on any protected characteristic group		
key findings and equality implications.	The disproportionate devotes implications on any protested sharacteristic group		
Do you think that your proposals will have a			
cumulative effect upon a particular protected group			
in light of other council proposals that you are	No		
aware of?	INO		
If yes, please explain the cumulative impact and on			
which groups.			

Signature - Lead Officer	Hanif Islam	Date	04February 2015	1
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E&E_03: School Crossing Patrols

Directorate:	Environment and Enterprise	Officer completing the template:	David Corby
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_03: Schools crossing patrols	

What are the aims, objectives, and desired outcomes of your	The proposal is to bring the School Crossing patrol into cost neutrality. This will be by transferring the responsibilities for school crossing patrols to schools so that the Council no longer provides this service or deliver the service through a Service Level Agreement.
proposals? (Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)	Although the council may cease to provide the service, it is proposed that schools will provide the service and hence there will be no adverse impact on school aged children.
	The saving is now proposed for 2016/17.
2. Who are the main people / groups who may be affected by your proposals? For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.	Staff
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?	Consultation with effected schools. Recognised Trade Unions- Discussion
 (include the actual data, statistics and evidence based on the different protected characteristics) 4. Could your proposals disproportionately affect more people of one group 	
(disabled, minority ethnic groups etc) than another?	No

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > **Neutral:** where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

necessary	ľ
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP.	ACT		

Protected Characteristic	A Relevance Low/ Medium/ High	B Impact Positive/ Negative/ Neutral	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did you use to assess this?)	C Assessing Negative Impact Score
Age (including carers of young/older people)	High	Negative	Should the schools be unable to provide an alternative service, this could have a negative impact on children going to school and vulnerable guardians taking children to school where a road crossing is involved.		12

Disability (including carers of disabled people)	High	Negative	Should the schools be unable to provide an alternative service, this could have a negative impact on disabled children going to school and disabled guardians taking children to school where a road crossing is involved.	12
Gender Reassignment	Low	Neutral		0
Marriage and Civil Partnership	Low	Neutral		0
Pregnancy and Maternity	Low	Neutral		0
Race	Low	Neutral		0
Religion or Belief	Low	Neutral		0
Sex	Low	Neutral		0
Sexual orientation	Low	Neutral		0

Summary and Recommendations (this section mu	ummary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)						
Summary / Conclusion of assessment: (include the	Assessment of impact on school aged children and parents						
key findings and equality implications.	Discussion with schools and parent groups if volunteering is a delivery mechanism						
	Consultation with affected schools is in progress. the proposal will be reviewed once a decision has been made by the schools and a full EQIA submitted						
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	No						

Signature - Lead Officer	Hanif Islam	Date	04February 2015	1
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E&E_04: Staff efficiencies across the Division (Deletion of Contract Manager Post)

Directorate:	Environment and Enterprise	Officer completing the template:	David Corby	
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_04: Staff efficiencies across the division – deletion Contract manager post		
1. What are the aims, objectives, and desired outcomes of your proposals?		To reduce the back-office support service vacant Contract manager post to save §		
(Explain proposals e.g. reduction / remo	oval of service, deletion of posts,			
2. Who are the main people / groups wi	no may be affected by your proposals?	Staff		

For example who are the external/internal customers, communities, partners,	
stakeholders, the workforce, the elderly, disabled etc.	
3. What data, information, evidence, research, statistics, surveys, and	Division staff and union consulted. Written consultation Document plus
consultation(s) have you considered to undertake this assessment?	meetings with all the teams in the Division. No response in terms of equalities
	impact received. This EIA will be updated as necessary.
(include the actual data, statistics and evidence based on the different	•
protected characteristics)	

4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?

No

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

- > **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- > Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This

disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5
Disproportionate disadvantage	4
Moderate disadvantage	3
Minor adjustments required	2
Minimal considerations	1
necessary	ı
SEVERITY OF IMPACT	

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP.	ACT		

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
	Low/ Medium/ High	Positive/ Negative/ Neutral	protected characteristic	you use to assess this?)	Impact Score
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled people)	Low	Neutral			0
Gender Reassignment	Low	Neutral			0

Marriage and Civil Partnership	Low	Neutral	0
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	0
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)			
Summary / Conclusion of assessment: (include the	Not possible to identify affected staff at this stage so unable to identify if a specific group will be		
key findings and equality implications.	disproportionately affected.		
Do you think that your proposals will have a			
cumulative effect upon a particular protected group			
in light of other council proposals that you are	No		
aware of?	INO I		
If yes, please explain the cumulative impact and on			
which groups.			

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_05: Staff efficiencies across the Division (Contract Management and Policy)

Directorate:	Environment and Enterprise	Officer completing the template:	David Corby
What are the proposals being assessed Number from the S1 form)	d? (Please also indicate the reference	E&E_05: Staff efficiencies across the division – deletion of three posts	
1. What are the aims, objectives, and proposals?	I desired outcomes of your	To reduce the back-office support servi the Policy and Performance teams to sa	ce costs by reducing the Contracts and ave £134k
(Explain proposals e.g. reduction / remo	oval of service, deletion of posts,		
2. Who are the main people / groups w For example who are the external/interestakeholders, the workforce, the elderly	nal customers, communities, partners,	Staff	
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?			Written consultation Document plus ion. No response in terms of equalities as required.
(include the actual data, statistics and e protected characteristics)	evidence based on the different		•
4. Could your proposals disproportiona	tely affect more people of one group	No	

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

(disabled, minority ethnic groups etc) than another?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on

another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5		
Disproportionate disadvantage	4		
Moderate disadvantage	3		
Minor adjustments required	2		
Minimal considerations	4		
necessary			
SEVERITY OF IMPACT			

Certain to occur	5		
Very likely to occur	4		
Likely to occur	3		
Possible to occur	2		
Very unlikely to occur	1		
LIKELIHOOD			

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
	IMPACT					

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative Impact Score
	Low/ Medium/ High	Positive/ Negative/ Neutral	protected characteristic	you use to assess this?)	
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled people)	Low	Neutral			0
Gender Reassignment	Low	Neutral			0
Marriage and	Low	Neutral			0

Civil Partnership			
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	0
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)			
Summary / Conclusion of assessment: (include the	Not possible to identify affected staff at this stage so unable to identify if a specific group will be		
key findings and equality implications.	disproportionately affected.		
Do you think that your proposals will have a			
cumulative effect upon a particular protected group			
in light of other council proposals that you are	No		
aware of?	INO		
If yes, please explain the cumulative impact and on			
which groups.			

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_06: Reduction in Facilities Management Costs

Directorate:	Environment and Enterprise	Officer completing the template:	David Corby	
What are the proposals being assessed Number from the S1 form)	d? (Please also indicate the reference	budget by 20% in the first two years	in Facilities Management costs - reduce controllable ne first two years (2014/15 and 2015/16) through reing the ways of service delivery and a further 5% over	
		T.: :	5 1 1 0 1 1 1 1 1	
		This saving was approved as a 2014/19 E&E01)	b early saving by July Cabinet (ref	
1. What are the aims, objectives, and proposals? (Explain proposals e.g. reduction / remore change of criteria etc)		As part of the councils 4 year budget sa proposals are being taken to July 2014 involve deleting a number of posts acro Sstaffing efficiencies of 8 FTEs. 3 of the Consultation document already issued to	Cabinet for immediate effect which ss the organisation: 8 post are currently vacant.	
2. Who are the main people / groups who are the external/interestakeholders, the workforce, the elderly	nal customers, communities, partners,	Staff		
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?		Staff have been consulted in accordance	e with the Council's HR policies	
(include the actual data, statistics and evidence based on the different protected characteristics)				
4. Could your proposals disproportional (disabled, minority ethnic groups etc) the		No		

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT	<u> </u>
necessary	1
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP	ACT		

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or	Heason for the Assessment of Potential Impact	C Assessing
	Low/ Medium/ High	Positive/ Negative/ Neutral	positive) your proposals may have on this protected characteristic	(What evidence, data, and information did you use to assess this?)	Negative Impact Score
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled	Low	Neutral			0

people)				
Gender Reassignment	Low	Neutral		0
Marriage and Civil Partnership	Low	Neutral		0
Pregnancy and Maternity	Low	Neutral		0
Race	Low	Neutral		4
Religion or Belief	Low	Neutral		0
Sex	Low	Neutral		0
Sexual orientation	Low	Neutral		0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)						
Summary / Conclusion of assessment: (include the key findings and equality implications.	No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality are being addressed. The Ela will be updated as the project is rolled ourt.					
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	No					

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_07: Introduction of staff car parking charges

Directorate:	Environment and Enterprise	Officer completing the template:	Venetia Reid-Baptiste
What are the proposals being assessed Number from the S1 form)	d? (Please also indicate the reference	E&E_07: Introduction of staff car parkin	g charges
1. What are the aims, objectives, and proposals? (Explain proposals e.g. reduction / remarks) change of criteria etc)	·	Introduction of charging system for staf varied rate depending on car allowance alternative modes of transport, set an e promoting sustainability and help to ach	e criteria. This will help to encourage example to other organisations of
2. Who are the main people / groups w For example who are the external/interstakeholders, the workforce, the elderly	nal customers, communities, partners,	Staff Partners	
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment? (include the actual data, statistics and evidence based on the different protected characteristics)			

5. A - Assessment Relevance

(disabled, minority ethnic groups etc) than another?

How relevant are your proposals to each protected characteristic?

4. Could your proposals disproportionately affect more people of one group

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

Nο

B - Assessment of potential impact

- > Positive: where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative

Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT	
necessary	
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	כ	י	10	10	20	20
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP	ACT		

A Relevance Protected		B Impact	Describe the impact(s) (negative or	Reason for the Assessment of Potential Impact	C Assessing
Characteristic	Low/ Medium/ High	Positive/ Negative/ Neutral	positive) your proposals may have on this protected characteristic	(What evidence, data, and information did you use to assess this?)	Negative Impact Score
Age (including carers of young/older people)	Medium	Negative	Elderly staff may struggle to use alternative modes of transport and have little choice but to drive and as a result may find that they are adversely affected by the proposals.		12
Disability (including carers of disabled people)	Medium	Negative	Disabled staff may struggle to use alternative modes of transport and have little choice but to drive and as a result may find that they are adversely affected by the proposals.		12
Gender	Low	Neutral			0

Reassignment			
Marriage and Civil Partnership	Low	Neutral	0
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	0
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)		
Summary / Conclusion of assessment: (include the key findings and equality implications.	Some disproportionate adverse impact likely	
key illiulings and equality implications.	The proposal will be reviewed following staff consultation and a full EQIA submitted	
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	No	

Signature - Lead Officer	Hanif Islam	Date	04February 2015	
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E&E_11: Additional Income

Directorate:	Environment and Enterprise	Officer completing the template:	Ian Slaney
What are the proposals being assessed Number from the S1 form)	d? (Please also indicate the reference	E&E_11: Network Management addition	nal income
1. What are the aims, objectives, and proposals? (Explain proposals e.g. reduction / remore change of criteria etc)		The Council obtains income from issuir temporally occupy a portion of the high This is usually companies sealing off a water/electrical/gas repairs, The addition financial performance over the past 2 y	way (Network permitting scheme). section of the road to excavate for anal income is based on historical
2. Who are the main people / groups will For example who are the external/interestakeholders, the workforce, the elderly	nal customers, communities, partners,	This proposal impacts statutory service	providers on the highway
3. What data, information, evidence, reconsultation(s) have you considered to (include the actual data, statistics and exprotected characteristics)	undertake this assessment?	Budget data from the last two years has	been analysed
4. Could your proposals disproportional (disabled, minority ethnic groups etc) the			

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5
Disproportionate disadvantage	4
Moderate disadvantage	3
Minor adjustments required	2
Minimal considerations	-1
necessary	

Certain to occur 5		
Very likely to occur	4	
Likely to occur	3	
Possible to occur	2	
Very unlikely to occur		
LIKELIHOOD		

	5	
	4	
	3	
LIKELIHOOD	2	
	1	
	0	

	_	4.0	. –		0.5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
0	1	2	3	4	5
IMPACT					

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
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	Low/ Medium/ High	Positive/ Negative/ Neutral		you use to assess this?)	Impact Score
Age (including carers of young/older people)	Low	Neutral	None	NA	0
Disability (including carers of disabled people)	Low	Neutral	None	NA	0
Gender Reassignment	Low	Neutral	None	NA	0
Marriage and Civil Partnership	Low	Neutral	None	NA	0
Pregnancy and Maternity	Low	Neutral	None	NA	0
Race	Low	Neutral	None	NA	0
Religion or Belief	Low	Neutral	None	NA	0
Sex	Low	Neutral	None	NA	0
Sexual orientation	Low	Neutral	None	NA	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)		
Summary / Conclusion of assessment: (include the		
key findings and equality implications.	Low risk – there are no equalities issues identified through this assessment.	
	The additional income is based on historical financial performance in the last 2 years.	
Do you think that your proposals will have a		
cumulative effect upon a particular protected group		
in light of other council proposals that you are	Not applicable	
aware of?		
If yes, please explain the cumulative impact and on		
which groups.		

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_12: Changes in Street Lighting Policy

Directorate:	Environment and Enterprise	Officer completing the template:	Venetia Reid-Baptiste
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_12: Changes in Street Lighting Policy	

1. What are the aims, objectives, and desired outcomes of your proposals?	Extend the current lighting energy saving project by dimming street lights in more areas of the borough. This proposal is an acceleration of the current existing scheme
(Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)	This will reduce energy cost by £120k over 4 years.
2. Who are the main people / groups who may be affected by your proposals?	Residents / Service Users
For example who are the external/internal customers, communities, partners,	Staff
stakeholders, the workforce, the elderly, disabled etc.	Stakeholders
3. What data, information, evidence, research, statistics, surveys, and	To assess potential impact on different demographics in relevant areas of the
consultation(s) have you considered to undertake this assessment?	Borough
	Consultation and data analysis to determine the impact on any protected group
(include the actual data, statistics and evidence based on the different	Targets will be set to ensure that any impact is kept to a minimum
protected characteristics)	
4. Could your proposals disproportionately affect more people of one group	No
(disabled, minority ethnic groups etc) than another?	

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

- > **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative

Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

5
4
3
2
1
ı

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

LIKELIHOOD	2	2	4 2	6	8	10 5
	0	1	2 IMP	3 ACT	4	5

| SEVERITY OF IMPACT

Protected	nositive) vour proposals may have on this	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative Impact Score		
Characteristic		you use to assess this?)			
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled people)	Low	Neutral			0
Gender Reassignment	Low	Neutral			0

Marriage and Civil Partnership	Low	Neutral		0
Pregnancy and Maternity	Low	Neutral		0
Race	Low	Neutral		0
Religion or Belief	Low	Neutral		0
Sex	Low	Neutral		0
Sexual orientation	Low	Neutral		0

Summary and Recommendations (this section mu	Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)				
Summary / Conclusion of assessment: (include the	Elderly / vulnerable residents may be more affected by the perception of crime if lights are dimmed.				
key findings and equality implications.					
	However, as the dimming will be between 12am and 6am and key corridors will not be dimmed there is no disproportionate adverse impact is likely on any protected characteristic.				
	Data collated on lighting quality has shown that 85% of respondees are not aware of dimming				
Do you think that your proposals will have a cumulative effect upon a particular protected group					
in light of other council proposals that you are aware of?	No				
If yes, please explain the cumulative impact and on					
which groups.					

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_14: Reduction in winter gritting budgets

Directorate:	Environment and Enterprise	Officer completing the template:	Venetia Reid-Baptiste	
What are the proposals being assessed Number from the S1 form)	d? (Please also indicate the reference	E&E_14: Reduction in winter gritting budgets		
What are the aims, objectives, and desired outcomes of your proposals? (Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)		To reduce spend on winter gritting. The proposal requires a re-negotiation of the contractual arrangements so that spend is linked to the work undertaken. There is no plan to change the current winter gritting policy so impact should be minimal		
2. Who are the main people / groups who may be affected by your proposals? For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.		Residents / Service Users Partners Stakeholders Staff		
3. What data, information, evidence, re	search, statistics, surveys, and			

No

5. A - Assessment Relevance

protected characteristics)

How relevant are your proposals to each protected characteristic?

(disabled, minority ethnic groups etc) than another?

consultation(s) have you considered to undertake this assessment?

(include the actual data, statistics and evidence based on the different

4. Could your proposals disproportionately affect more people of one group

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

- > **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative

Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5
Disproportionate disadvantage	4
Moderate disadvantage	3
Minor adjustments required	2
Minimal considerations	1
necessary	
OF VEDITY OF IMPACT	

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP	ACT		

| SEVERITY OF IMPACT

Protected	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
Characteristic	Low/ Medium/ High	Positive/ Negative/ Neutral	protected characteristic	you use to assess this?)	Impact Score
Age (including carers of young/older people)	High	Neutral			0
Disability (including carers of disabled people)	High	Neutral			0
Gender Reassignment	Low	Neutral			0

Marriage and Civil Partnership	Low	Neutral	0
Pregnancy and Maternity	High	Negative	0
Race	Low	Neutral	0
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section mu	ust be included in the project proposal reports for the Commissioning Panel)
Summary / Conclusion of assessment: (include the key findings and equality implications.	Due to the fact that the proposal is re-negotiating contractual arrangements for gritting so that spend is linked to the work undertaken the saving will be achieved with no disproportionate adverse impact on any protected characteristic. There is no plan to change the current winter gritting policy so impact should be minimal
Do you think that your proposals will have a cumulative effect upon a particular protected group	
in light of other council proposals that you are aware of?	
If yes, please explain the cumulative impact and on which groups.	

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_16: Management efficiencies - Staff Reduction in Directorate Management

Directorate:	Environment and Enterprise	Officer completing the template:	David Corby	
What are the proposals being assessed Number from the S1 form)	I? (Please also indicate the reference	E&E_16: Reduce staff in Directorate management by £130k		
1. What are the aims, objectives, and proposals? (Explain proposals e.g. reduction / remochange of criteria etc)		This saving was approved as an early 2014/15 saving by Cabinet in July 2014. The July Cabinet ref. was E &E 09: Environment & Enterprise E&E 09 Management efficiencies - a growth budget of £130k was in place for transitional management support as part of the 14/15 budget process. Ad hoc project works will continue to be delivered by integrating into service work plans and the management post will no longer be required.		
2. Who are the main people / groups who for example who are the external/internstakeholders, the workforce, the elderly.	nal customers, communities, partners,	Staff		
3. What data, information, evidence, resconsultation(s) have you considered to (include the actual data, statistics and e	undertake this assessment?	Staff have been consulted in accordance	e with the Council's HR policies	

No

5. A - Assessment Relevance

protected characteristics)

How relevant are your proposals to each protected characteristic?

(disabled, minority ethnic groups etc) than another?

4. Could your proposals disproportionately affect more people of one group

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

Positive: where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.

- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT	
necessary	ı
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

LIKELIHOOD 2 2	2	4 2	6	8	10 5
1 1	1	2	3	4	5

Protected	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this	Heason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing
Characteristic	Low/ Medium/ High	Positive/ Negative/ Neutral	protected characteristic	you use to assess this?)	Negative Impact Score
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled people)	Low	Neutral			0
Gender Reassignment	Low	Neutral			0
Marriage and	Low	Neutral			0

Civil Partnership			
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	4
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)			
Summary / Conclusion of assessment: (include the key findings and equality implications.	No change required: the EqIA has not identified any disproportionate impact and all opportunities to advance equality are being addressed. This EIA will be reviewed as the project is implemented.		
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	No		

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_18: Staff Efficiencies following merger of Business / Service Development and Commissioning Services Divisions

Directorate:	Environment and Enterprise	Officer completing the template:	David Corby
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_E18: Staff Efficiencies following th	e merger of two divisions

What are the aims, objectives, and desired outcomes of your proposals?	Delete one performance management post and a cemetery superintendent officer post as of 31 March 2015. In addition further efficiencies to be achieved in Environmental Service delivery and Commissioning divisions in 17/18 realising a saving of £152k
(Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)	Vacancies are held for these posts and there will be no redundancies. There is considered to be no disproportionate impact.
2. Who are the main people / groups who may be affected by your proposals? For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.	Staff
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?	Staff have been consulted in accordance with the Council's HR policies
(include the actual data, statistics and evidence based on the different protected characteristics)	
4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?	No

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

Positive: where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.

- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT	
necessary	ı
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5

Certain to occur	5	
Very likely to occur	4	
Likely to occur	3	
Possible to occur	2	
Very unlikely to occur	1	
LIKELIHOOD		

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
	IMPACT					

Protected Characteristic	A Relevance	B Impact Positive/	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did you use to assess this?)	C Assessing Negative Impact
	Low/ Medium/ High	Negative/ Neutral	protooted characteristic	you doo to doods this .)	Score
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled	Low	Neutral			0

people)			
Gender Reassignment	Low	Neutral	0
Marriage and Civil Partnership	Low	Neutral	0
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	4
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)			
Summary / Conclusion of assessment: (include the key findings and equality implications.	No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality are being addressed		
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	No		

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_19: Increase fees and charges

Directorate:	Environment and Enterprise	Officer completing the template:	Mick Wynne
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_19: Increase fees and charges	

As part of the review of 14/15 fees and charges, budget managers and finance undertook a detailed review on Environment and Enterprise fees and charges by benchmarking charges with neighbouring boroughs, calculating the true costs of delivering the service to ensure that the service is not subsidized by council tax payers and exploring opportunities through maximising our commercial approach. Increases to fees and charges for 14/15 were capped at a maximum of 4%. Opportunities still remain to close the gap on charges identified in benchmarking with other authorities and to bring fees in line with the cost of delivering the service. An increase is now proposed for the following areas. Cemetery fees – the increase in 14/15 was modest and this has widened the differences in prices compared with those charged by neighbouring boroughs. Burial space within the Borough boundary is 1. What are the aims, objectives, and desired outcomes of your proposals? now limited to re-opened graves, cremated remains and Greek and Muslim faiths at Pinner New and Harrow Weald cemeteries, with Wealdstone, Eastcote Lane and Harrow Cemetery accommodating the (Explain proposals e.g. reduction / removal of burial of cremated remains. Since 2008, the majority of burials have taken place at Carpenders Park, service, deletion of posts, change of criteria etc) Oxhey Lane, which is managed and maintained by the London Borough of Brent. Attempts have been made in the past to bring our charges in line with Brent but there is still capacity to increase our current charges to offer competitive prices. An average increase of 9% would potentially generate an additional income of £20K. CA site charges for Trade customers – 14/15 charges remained the same as 13/14. It is proposed to increase the minimum charge for residual waste from £65 to £80 to reflect the increase in landfill charges. This would potentially generate an additional income of £30K. The increase in charges would be applied consistently to all service users and, as such, there is no disproportionate impact on any of the protected groups. However some groups may use the services more frequently. And the EIA will be kept under review as the changes are implemented. 2. Who are the main people / groups who may be Residents / Service Users

affected by your proposals? For example who are the external/internal customers, communities,

partners, stakeholders, the workforce, the elderly, disabled etc.						
Albabioa Gio.		Age Structure				
	Harrow	2011	2011	2011	2011	
		Data	%	Rank - National	Rank - Londo n	
	All usual residents	239,056				
	0 - 4	15,916	6.7	76	24	
	5 - 7	9,007	3.8	40	14	
	8 - 9	5,414	2.3	87	16	
	10 - 14	14,590	6.1	96	9	
	15	3,131	1.3	83	8	
	16 - 17	6,604	2.8	34	3	
	18 - 19	5,369	2.2	192	20	
/hat data, information, evidence, research,	20 - 24	16,066	6.7	89	25	
istics, surveys, and consultation(s) have you	25 - 29	19,345	8.1	47	23	
sidered to undertake this assessment?	30 - 44	53,358	22.3	45	30	
	45 - 59	44,579	18.6	277	8	
ude the actual data, statistics and evidence	60 - 64	12,010	5	301	8	
ed on the different protected characteristics)	65 - 74	17,420	7.3	287	5	
	75 - 84	11,659	4.9	283	5	
	85 - 89	2,982	1.2	288	7	
	90 & over	1,606	0.7	252	8	
	Average Age (Mean)	37.6		287	8	
	Ethnia Graup	2011 Data	2011 %	2011 Rank - National	2011 Rank - Londo	
	Ethnic Group				n	
	White:					
	British	73,826	30.9	345	30	
	Irish	7,336	3.1	6	6	

Gypsy or Irish Traveller	181	0.1	200	19	
Other White	19,648	8.2	33	25	
2001 classification:	19,829	8.3	N/A	N/A	
Other White	ŕ				
Mixed:					
White and Black	2,344	1.0	58	25	
Caribbean	,				
White and Black	1,053	0.4	46	28	
African	,				
White and Asian	3,417	1.4	11	11	
Other Mixed	2,685	1.1	27	26	
Asian or Asian					
British:					
Indian	63,051	26.4	2	1	
Pakistani	7,797	3.3	40	10	
Bangladeshi	1,378	0.6	58	23	
Chinese	2,629	1.1	42	21	
Other Asian	26,953	11.3	1	1	
Black or Black British:					
African	8,526	3.6	34	26	
Caribbean	6,812	2.8	23	18	
Other Black	4,370	1.8	16	16	
	7,070	1.0	10	10	
Other ethnic group:					
Arab	3,708	1.6	8	7	
Group Totals:					
White total	100,991	42.2	346	31	
Mixed total	9,499	4.0	30	25	
Asian total	101,808	42.6	2	2	
Black total	19,708	8.2	24	20	
Other ethnic group	7,050	2.9	<u> </u>	17	
Cirior Cirinio group	7,000	2.5	10	11	

	Harrow	2011	2011	2011	2011	
	- Tidinow	Data	%	Rank - National	Rank - Lond on	
L. Could your proposals disproportionately affect	All usual residents	239,056				
nore people of one group (disabled, minority ethnic groups etc) than another? NO	Christian Buddhist	89,181 2,700	37.3 1.1	344 16	30 13	
	Hindu Jewish	60,407 10,538	25.3 4.4	1 6	1 1 4	
	Muslim Sikh	29,881 2,752	12.5 1.2	24 38	13 9	
	Other religions No religion	5,945 22,871	2.5	1 347	1 1 32	
	Religion not stated	14,781	6.2	311	33	
			Usual Res	ident Popula	ation	
	Harrow		2011	2011	2011	2011
			Data	%	Rank - Nationa	al Rank - London
	All usual residents	S	239,056			
	Males Females		118,023 121,033	49.4 50.6	111 238	16 18
	Area (hectares) Density (persons	per	5,047 47.4		292 23	12 21

hectare)	
	1

4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?

5.. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT	
necessary	
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
	IMPACT					

Protected Characteristic	A Relevance Low/ Medium/ High	B Impact Positive/ Negative/ Neutral	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did you use to assess this?)	C Assessing Negative Impact Score
Age (including carers of young/older people)	Low	Neutral			0
Disability (including carers of disabled people)	Low	Neutral			0
Gender Reassignment	Low	Neutral			0
Marriage and Civil Partnership	Low	Neutral			0
Pregnancy and Maternity	Low	Neutral			0
Race	Low	Neutral			0
Religion or Belief	Low	Neutral			0
Sex	Low	Neutral			0
Sexual orientation	Low	Neutral			0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)					
Summary / Conclusion of assessment: (include the key findings and equality implications.	No disproportionate effect on any protected group				
Do you think that your proposals will have a	A full consultation process involving staff affected by the proposals and the public will be followed.				

cumulative effect upon a particular protected group in light of other council proposals that you are	Consideration will be given to any potential impact raised as part of the consultation process
aware of? If yes, please explain the cumulative impact and on which groups.	

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_22: Environmental Health staffing

Directorate:	Environment and Enterprise	Officer completing the template:	Richard Le-Brun		
What are the proposals being assessed Number from the S1 form)	d? (Please also indicate the reference	E&E_22: Environmental Health staffing			
1. What are the aims, objectives, and proposals? (Explain proposals e.g. reduction / remorbange of criteria etc)		The proposal is to reduce the permanent staffing compliment of the Environmental Health Commercial Safety Team by 1 Environmental Health Officer and 2 Environmental Health Technicians, and the Environmental Health Domestic Team by 1 Environmental Health Officer. These posts are currently vacant			
2. Who are the main people / groups who are the external/interestakeholders, the workforce, the elderly	nal customers, communities, partners,	Residents / Service Users Partners Stakeholders People with disabilities			
3. What data, information, evidence, reconsultation(s) have you considered to (include the actual data, statistics and exprotected characteristics)	undertake this assessment?	Environmental Health provide a range of functions that's transcends across all areas of the business and residential community of Harrow. The reduction of staff impacts all these functions, and therefore provides no direct adverse impact to any one protected characteristic in particular. The posts being put up for deletion are not, and have never been filled as came about as a result of the recent Towards Excellence project. Therefore no additional impact would be felt by removing what is already not in place. Environmental Health enforcement policies and procedures treat the provision of services on statutory needs, and treats all complaints, service requests etc on their merits. General investigation and benchmarking against local authorities who have introduced such schemes. Unfortunately, each council is unique and can only give a general overview of potential issues.			
4. Could your proposals disproportional (disabled, minority ethnic groups etc) the		No			

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT		
necessary	ı	
Minimal considerations		
Minor adjustments required	2	
Moderate disadvantage	3	
Disproportionate disadvantage	4	
Unlawful discrimination	5	

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
	·		IMP	ACT		

Protected Characteristic	A Relevance	B Impact Positive/	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did you use to assess this?)	C Assessing Negative Impact
Low/ Medium/ High	Negative/ Neutral	protected characteristic	you use to assess this:)	Score	
Age (including carers of young/older	Low	Neutral			0

people)			
Disability (including carers of disabled people)	Low	Neutral	0
Gender Reassignment	Low	Neutral	0
Marriage and Civil Partnership	Low	Neutral	0
Pregnancy and Maternity	Low	Neutral	0
Race	Low	Neutral	0
Religion or Belief	Low	Neutral	0
Sex	Low	Neutral	0
Sexual orientation	Low	Neutral	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)						
Summary / Conclusion of assessment: (include the key findings and equality implications.	No disproportionate effect on protected groups					
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of?	At a time of financial cut backs in the Council, the introduction of FPNs addresses community concerns over increased littering and environmental impacts that may increase with a decrease in Council street services					
If yes, please explain the cumulative impact and on which groups.	The EQIA will be reviewed following scheme implementation full EQIA submitted if negative impact is identified.					

Signature - Lead Officer Hanif Islam Date 04February 2015	Signature - Lead Officer	Hanit Islam	Date	04February 2015
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E&E_28: Parking Enforcement

Directorate:	Environment and Enterprise	Officer completing the template:	Andy Appleby	
What are the proposals being assessed Number from the S1 form)	1? (Please also indicate the reference	E&E_28: Parking Enforcement		
1. What are the aims, objectives, and proposals? (Explain proposals e.g. reduction / remore change of criteria etc)		This saving was approved as a 2014/15 the July reference was E&E10. To improve traffic safety and productivit identifying areas of potential enforceme to the areas. In the light of efficiency me additional member of staff will be required. This is a gain of 1 FTE	y of street civil enforcement by nt and deploying additional resources easures taken in recent years an	
2. Who are the main people / groups who are the external/internstakeholders, the workforce, the elderly	nal customers, communities, partners,	Residents/ Service Users Disability Protected Characteristic		
3. What data, information, evidence, reconsultation(s) have you considered to (include the actual data, statistics and exprotected characteristics)	search, statistics, surveys, and undertake this assessment?	In terms of the Disability Protected Characteristic, blue badge holders are unlikely to be impacted by these changes as they have the benefit of free parking at Council locations. Increased enforcement can have a positive effect on disabled drivers, freeing up parking locations that otherwise would be obstructed by overstaying		
4. Could your proposals disproportional (disabled, minority ethnic groups etc) the		vehicles. No		

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5
Disproportionate disadvantage	4
Moderate disadvantage	3
Minor adjustments required	2
Minimal considerations	-1
necessary	
SEVERITY OF IMPACT	

Certain to occur	5
Very likely to occur	4
Likely to occur	3
Possible to occur	2
Very unlikely to occur	1
LIKELIHOOD	

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP	ACT		

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
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	Low/ Medium/ High	Positive/ Negative/ Neutral		you use to assess this?)	Impact Score
Age (including carers of young/older people)	Low	Neutral	None	NA	0
Disability (including carers of disabled people)	Low	Neutral	None	NA	0
Gender Reassignment	Low	Neutral	None	NA	0
Marriage and Civil Partnership	Low	Neutral	None	NA	0
Pregnancy and Maternity	Low	Neutral	None	NA	0
Race	Low	Neutral	None	NA	0
Religion or Belief	Low	Neutral	None	NA	0
Sex	Low	Neutral	None	NA	0
Sexual orientation	Low	Neutral	None	NA	0

Summary and Recommendations (this section me	ust be included in the project proposal reports for the Commissioning Panel)
Summary / Conclusion of assessment: (include the key findings and equality implications.	Low risk.
	Blue badge holders are unlikely to be impacted by these changes as they have the benefit of free parking at council locations. Increased enforcement can have the opposite effect, freeing up parking locations that otherwise would be obstructed by overstaying vehicles.
	The impact would be the same on all other motorists and would not prejudice the interests of any particular individual grouping.
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	Not applicable

Signature - Lead Officer Hanif Isla		Date	04February 2015
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E&E_29: Review Parking charges to deal with capacity issues

Directorate:	Environment and Enterprise	Officer completing the template:	Andy Appleby
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_29: Review Parking charges to deal with capacity issues	
		The aim is to start to make progress ag	gingt the C75m total cavings required

What are the aims, objectives, and desired outcomes of your proposals? (Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)	The aim is to start to make progress against the £75m total savings required, In light of the Council looking to implement changes to accommodate savings and increase traffic management within the Parking Services, it is proposed that the parking charges are increased by 25% from 1 October 2014. The proposal has no impact on service delivery, staff resources or change of criteria.
2. Who are the main people / groups who may be affected by your proposals? For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?	The Council has regular experiences of changes in parking charges and the impacts that arise. No additional information has been sought in this instance.
(include the actual data, statistics and evidence based on the different protected characteristics)	
4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?	The impact would be the same on all motorists and therefore would not prejudice the interests of any particular individual grouping. Blue badge holders would not be impacted by these changes as they have the benefit of free parking at council locations.

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- > **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

SEVERITY OF IMPACT	
necessary	ı
Minimal considerations	1
Minor adjustments required	2
Moderate disadvantage	3
Disproportionate disadvantage	4
Unlawful discrimination	5
	_

Certain to occur	5			
Very likely to occur	4			
Likely to occur	3			
Possible to occur	2			
Very unlikely to occur	1			
LIKELIHOOD				

	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
LIKELIHOOD	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
			IMP.	ACT		

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or	Reason for the Assessment of Potential Impact	C Assessing
	Low/ Medium/ High	Positive/ Negative/ Neutral	positive) your proposals may have on this protected characteristic	(What evidence, data, and information did you use to assess this?)	Negative Impact Score
Age (including carers of young/older people)	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Disability	Low	Neutral	N/A	The impact would be the same on all	0

(including carers of disabled people)				motorists except for Blue badge holders as they have the benefit of free parking at council locations.	
Gender Reassignment	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Marriage and Civil Partnership	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Pregnancy and Maternity	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Race	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Religion or Belief	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Sex	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0
Sexual orientation	Low	Neutral	N/A	The impact would be the same on all motorists except for Blue badge holders as they have the benefit of free parking at council locations.	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)

Summary / Conclusion of assessment: (include the key findings and equality implications.	A figure of 25% is a relatively high percentage above the current rate of inflation and follows changes in parking charges made in January 2014. However, with any parking charge increase, the impact would be the same on all motorists and would not prejudice the interests of any particular individual grouping or protected characteristic. Blue badge holders would not be impacted by these changes as they have the benefit of free parking at council locations
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	No

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_30: Licensing Income

protected characteristics)

Directorate:	Environment and Enterprise	Officer completing the template:	Richard LeBrun	
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_E30: Licensing income		
1. What are the aims, objectives, and proposals?	I desired outcomes of your	The current income target for Licensing income generated year on year. Theref income generated, adding an additional 2015/16.	fore it is to be changed to reflect the	
(Explain proposals e.g. reduction / rem	oval of service, deletion of posts,			
change of criteria etc)		No fees are being increased or any ope total income target on the finance repor		
2. Who are the main people / groups who may be affected by your proposals? For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.		Not applicable		
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment?		Not applicable		
(include the actual data, statistics and e	evidence based on the different			

No

4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5
Disproportionate disadvantage	4
Moderate disadvantage	3
Minor adjustments required	2
Minimal considerations	-1
necessary	
0=1/==11// 0= 11/= 4 0=	

SEVERITY (OF IMPAC	T
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Certain to occur	5	
Very likely to occur	4	
Likely to occur	3	
Possible to occur	2	
Very unlikely to occur	1	
LIKELIHOOD		

			IMP	ACT		
	0	1	2	3	4	
	1	1	2	3	4	
LIKELIHOOD	2	2	4	6	8	
	3	3	6	9	12	
	4	4	8	12	16	
	5	5	10	15	20	

Calculating the score - Severity of Impact X Likelihood = Score

Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
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	Low/ Medium/ High	Positive/ Negative/ Neutral		you use to assess this?)	Impact Score
Age (including carers of young/older people)	Low	Neutral	None	NA	0
Disability (including carers of disabled people)	Low	Neutral	None	NA	0
Gender Reassignment	Low	Neutral	None	NA	0
Marriage and Civil Partnership	Low	Neutral	None	NA	0
Pregnancy and Maternity	Low	Neutral	None	NA	0
Race	Low	Neutral	None	NA	0
Religion or Belief	Low	Neutral	None	NA	0
Sex	Low	Neutral	None	NA	0
Sexual orientation	Low	Neutral	None	NA	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)				
Summary / Conclusion of assessment: (include the	No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate			
key findings and equality implications.	impact and all opportunities to advance equality are being addressed			
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	Not applicable			

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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E&E_41: Free-go planning applications following refusals

Directorate:	Environment and Enterprise	Officer completing the template:	Paul Nichols	
What are the proposals being assessed? (Please also indicate the reference Number from the S1 form)		E&E_41: Free-go Planning Applications		
What are the aims, objectives, and desired outcomes of your proposals? (Explain proposals e.g. reduction / removal of service, deletion of posts, change of criteria etc)		Applicants for planning applications are entitled to a 'free go' to resubmit their applications following a refusal of planning permission. This involves the planning teams in significant additional work, without income, and would slightly reduce the level of appeals. The proposal is to amend the current operational policy which restricts the level of negotiation on schemes that may be heading for a refusal, in order to ensure that Government targets on turnaround times are achieved. A more flexible approach would achieve efficiencies within the planning teams and improve customer satisfaction.		
2. Who are the main people / groups who may be affected by your proposals? For example who are the external/internal customers, communities, partners, stakeholders, the workforce, the elderly, disabled etc.		Potential residents and businesses make	ting planning applications.	
3. What data, information, evidence, research, statistics, surveys, and consultation(s) have you considered to undertake this assessment? (include the actual data, statistics and evidence based on the different protected characteristics)		Planning Application stats: free-gos, ref	usals, appealed	
4. Could your proposals disproportionately affect more people of one group (disabled, minority ethnic groups etc) than another?			licants, offering a negotiated route to ubsequent free-go application) to all nciple supportable.	

5. A - Assessment Relevance

How relevant are your proposals to each protected characteristic?

Example: Reviewing the criteria of freedom passes will be of 'High' relevance for Age and Disability and of 'Low' relevance to the other protected characteristics.

B - Assessment of potential impact

When you consider the impact on people in relation to each protected characteristic, it should be defined as positive, neutral or negative:

- **Positive:** where the impact is expected to have a particular benefit for this protected characteristic or improve equality of opportunity and / or foster good relations.
- > Neutral: where there will be a neutral impact, neither positive nor negative
- Negative: where there is a risk that impact could disadvantage one or more of the people described in relation to a protected characteristic. This disadvantage may be differential, where the negative impact on one particular group of individuals or protected characteristic is likely to be greater than on another.

C - Assessing Negative impact – what are the risks?

When you have considered the likelihood and impact on people in relation to the protected characteristics, use the tables and matrix below and enter a score against each protected characteristic in the end column C.

Unlawful discrimination	5
Disproportionate disadvantage	4
Moderate disadvantage	3
Minor adjustments required	2
Minimal considerations	-1
necessary	
SEVERITY OF IMPACT	

Certain to occur	5	
Very likely to occur	4	
Likely to occur	3	
Possible to occur	2	
Very unlikely to occur	1	
LIKELIHOOD		



Protected Characteristic	A Relevance	B Impact	Describe the impact(s) (negative or positive) your proposals may have on this protected characteristic	Reason for the Assessment of Potential Impact (What evidence, data, and information did	C Assessing Negative
-----------------------------	-----------------------	--------------------	--	---	----------------------------

	Low/ Medium/ High	Positive/ Negative/ Neutral		you use to assess this?)	Impact Score
Age (including carers of young/older people)	Low	Neutral	None	NA	0
Disability (including carers of disabled people)	Low	Neutral	None	NA	0
Gender Reassignment	Low	Neutral	None	NA	0
Marriage and Civil Partnership	Low	Neutral	None	NA	0
Pregnancy and Maternity	Low	Neutral	None	NA	0
Race	Low	Neutral	None	NA	0
Religion or Belief	Low	Neutral	None	NA	0
Sex	Low	Neutral	None	NA	0
Sexual orientation	Low	Neutral	None	NA	0

Summary and Recommendations (this section must be included in the project proposal reports for the Commissioning Panel)							
Summary / Conclusion of assessment: (include the key findings and equality implications.	This is a minor procedural change in the handling of planning applications. A slightly higher proportion of applications will be negotiated through to approval rather than refused ahead of the target decision date (with a 'free-go' application to follow). There are no anticipated differential impacts against the specified criteria.						
Do you think that your proposals will have a cumulative effect upon a particular protected group in light of other council proposals that you are aware of? If yes, please explain the cumulative impact and on which groups.	Not applicable						

Signature - Lead Officer	Hanif Islam	Date	04February 2015
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Equality Impact Assessment (EqIA) Template

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 assessment.

It will also below out to look at the EqIA Template with Guidance Notes to assist you in completing the EqIA.

It will also help you to look at the Eqia Tem	ipiate with	Guidance i	NOTE	es to assist you in con	npie	eting the Eqia.	
Type of Project / Proposal:	Tick ✓	Type of De	ecisi	on:			Tick ✓
Transformation		Cabinet					✓
Capital		Portfolio Ho	lder				
Service Plan		Corporate S	trate	egic Board			
Other MTFS	✓	Other					
Title of Project:	E&E 23 - E	Environmenta	l He	alth out of hours noise nu	uisar	nce response ser	vice.
Directorate / Service responsible:	E&E / Envi	ronmental He	eath	(Domestic)			
Name and job title of lead officer:	Alex Hauc	k					
Name & contact details of the other persons involved in the assessment:	David Corby						
Date of assessment:	12/01/2015						
Stage 1: Overview							
What are you trying to do? (Explain proposals e.g. introduction of a new service or	The proposal is to remove the out of hours noise team service. The team will continue to carry out planned proactive visits for the day time teams, such as licensing visits and planning checks						
policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)	Deletion of the Environmental Health Out of Hours Noise service, to be implemented from 1 st October 2014. Saving £50k.						
2. Who are the main people / Protected Characteristics that	Residents Users	/ Service	Χ	Partners		Stakeholders	
may be affected by your proposals? (\checkmark all that apply)	Staff		Χ	Age		Disability	
man, 22 am decide 5, 70 am proposado. (am diad appri)	Gender Re	assignment		Marriage and Civil Partnership		Pregnancy and	

				Maternity				
	Race		Religion or Belie	ef Sex				
	Sexual	Orientation	Other					
3. Is the responsibility shared with an	other directorate,							
authority or organisation?	No.							
Stage 2: Evidence / Data Collation 4. What evidence / data have you review. This can include census data, borough proposition surveys, focus groups, reseased. (Where you have gaps (data is not available).	ed to assess the potential impact of rofile, profile of service users, workf rch interviews, staff surveys; compl	orce profiles, resultaints etc. Where po	s from consultations a pssible include data or	and the involvement tracker, customer				
Age (including carers of young/older people)	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Disability (including carers of disabled people)		No data collected. Unlike to have an adverse disproportionate effect.						
Gender Reassignment	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Marriage / Civil Partnership	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Pregnancy and Maternity	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Race	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Religion and Belief	No data collected. Unlike to have	an adverse dispro	portionate effect.					
Sex / Gender	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Sexual Orientation	No data collected. Unlike to have	e an adverse dispro	portionate effect.					
Socio Economic								
5. What consultation have you undertake	n on your proposals?							
Who was consulted?	What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?		What actions have you taken to address the findings of the consultation? (This may include further consultation				

			with the affected groups, revising your proposals).
Community Champions Housing Tenants See Appendix 1	An online survey supported by self-completion, plus hard copy questionnaires available at local libraries. The Community Engagement team publicised the web-link through the Community Champion network and key community organisations as well as publicising it on the Harrow website, events, and libraries. A sample of 520 has been achieved to date The survey is around 15 minutes in length, comprised of a mix of pre-coded and open ended questions.	25% of respondents thought that the proposals will have a detrimental effect on their quality of life. Cross tab analysis on age – disability and ethnicity indicated an even distribution across all three protected characteristics. Reasons of effect primarily relate to generalised environmental noise with minimal direct impact.	Data indicates that no protected groups are disproportionally effected. Therefore no further action is programmed

6. What other (local, regional, national research, reports, media) data sources that you have used to inform this assessment?

None N/A

List the Title of reports / documents and websites here.

Stage 3: Assessing Potential Disproportionate Impact

7. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

	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	Х	Χ	Х	Χ	Х	Х	Х	Χ

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, continue with the rest of the template.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.

NO - If you have ticked 'No' to all of the above, then go to Stage 6

Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to
advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 7

Stage 4: Collating Additional data / evider your proposals as a result of the	nce have you	considered in re	elation to		
(include this evidence, including documents and website links h		tatistics, titles of			
9. What further consultation ha	ve you under	taken on your p	roposals as a resu	ılt of your analysis at Stage 3?	
Who was consulted?		at consultation used	methods were ?	What do the results show about the impact on different groups Protected Characteristics?	
Stage 5: Assessing Impa	ct and Ana	alvsis			
			on different arou	ups? Consider whether the evidence	ence shows potential for differential impact,
		•		•	gate/remove any adverse impact?
Protected Characteristic	Adverse	Positive	Explain what the happen and the	his impact is, how likely it is to ne extent of impact if it was to occur.	What measures can you take to mitigate the impact or advance equality of opportunity? E.g. further consultation, research, implement equality monitoring
	✓	✓	demonstrate	ve impact can also be used to how your proposals meet the of the PSED Stage 9	etc (Also Include these in the Improvement Action Plan at Stage 7)
Age (including carers of young/older people)					
Disability (including carers of disabled people)					
Gender Reassignment					
Marriage and Civil					

Partnership

Pregnancy and	Maternity								
Race									
Religion or	Belief								
Sex									
Sexual orier	ntation								
11. Cumulative Impact – Considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on a particular Protected Characteristic? If yes, which Protected Characteristics could be affected and what is the potential impact?					Yes		N	O X	
11a. Any Other	r Impact – Co		nat else is happeni		Yes		N	o X	
Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion? If yes, what is the potential impact and how likely is to happen?									
			he potential adver		ified may result ir	a Protected	Characteristic	being disad	vantaged?
(Please refer to t	the Corporate	Guidelines fo	or guidance on the n Harrow HUB/Equ	definitions of d	iscrimination, har	assment and		_	_
	Age	Disability	Gender	Marriage	Pregnancy and	Dage	Religion and	Cov	Sexual

(including and Civil (including Race Sex Maternity Belief Orientation Reassignment carers) carers) Partnership Yes Χ Χ Χ Χ Χ No Χ

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 6: Decision	
13. Please indicate which of the following statements best describes the outcome of your EqIA (✓ tick one box only)	
Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact	Χ
and all opportunities to advance equality are being addressed.	^
Outcome 2 – Minor adjustments to remove / mitigate adverse impact or advance equality have been identified by the EqIA. <i>List</i>	
the actions you propose to take to address this in the Improvement Action Plan at Stage 7	
Outcome 3 - Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance	
equality. In this case, the justification needs to be included in the EqIA 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 13a 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)	
13a. If your EqIA is assessed as outcome 3 or you have ticked	
'yes' in Q12, explain your justification with full reasoning to	
continue with your proposals.	

Stage 7: Improvement Action Plan 14. List below any actions you plan to take as a result of this Impact Assessment. This should include any actions identified throughout the EqIA.									
Area of potential adverse impact e.g. Race, Disability	Action required to mitigate	How will you know this is achieved? E.g. Performance Measure / Target	Target Date	Lead Officer	Date Action included in Service / Team Plan				
N/A									

Stage 8 - Monitoring The full impact of the proposals may only be known after they have been implemented. It is therefore important to ensure effective monitoring measures are in place to assess the impact. 15. How will you monitor the impact of the proposals once they have been implemented? What monitoring measures need to be introduced to

ensure effective monitoring of your prop	•				
this? (Also Include in Improvement Action Plan at Stage 7)					
16. How will the results of any monitoring be analysed, reported and					
publicised? (Also Include in Improvement Action Plan at Stage 7)					
17. Have you received any complaints or compliments about the					
proposals being assessed? If so, provide					
Stage 9: Public Sector Equality Dut	y				
18. How do your proposals contribute to	wards th	ne Public Sector Equality Duty (PSED) which require	es 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 equ	ipment v	will be DDA compliant etc)			
Eliminate unlawful discrimination, harassment			tunity hetween	Foster good relations between people from	
and victimisation and other conduct prohibited		Advance equality of opportunity between people from different groups			different groups
by the Equality Act 2010		people from differen	t groups		unicicit groups
Stage 10 - Organisational sign Off (to be completed by Chair of Departmental Equalities Task Group)					
The completed EqIA needs to be sent to the chair of your Departmental Equalities Task Group (DETG) to be signed off.					
19. Which group or committee					
considered, reviewed and agreed the					
EqIA and the Improvement Action					
Plan?					
Signed: (Lead officer completing EqIA)		auck	Signed: (Chair of DETG)		Hanif Islam
Date:	16/01/2015		Date:		
Date EqIA presented at the EqIA	28/01/2015		Signature of ETC Chair		PP Hanif Islam
Quality Assurance Group	20/01/2013		Signature of ETG Chair		rr nailli isiaili

Appendix 1

Consultees

Afghan Association of London (Harrow)

Association of Senior Muslim Citizens

Gujarati Arya Association

Harrow Bengalee Association

Harrow Iranian Community Association (HICA)

Harrow Tamil Association

Indian Association of Harrow

Nepalese British Community UK

Pakistan Society of Harrow

Russian Immigrants Association

The Harrow African Caribbean Association (HACAS)

UK Asian Women's Conference (North London)

Harrow in Business (HiB)

Canons Community Association

Harrow Association of Disabled People

Harrow in Leaf

Middlesex Association for the Blind

Harrow Heritage Trust

North West London Lesbian & Gay Group (NWLLG)

Harrow Civic Residents' Association (HCRA)

Hatch End Association

HFTRA (Harrow Federation of Tenants' & Residents' Associations)

Harrow Association of Voluntary Service

Voluntary Action Harrow

Angolan Civic Communities Alliance (ACCA) Harrow

British Afghan Women's Society

Harrow Association of Somali Voluntary Organisations (HASVO)

Harrow Bengalee Association

Harrow Equalities Centre

Harrow Somali Cultural & Educational Association

Jaago Punjabi Women's Group

Pinner Association

Wealdstone Active Community

ADHD and Autism Support Harrow

Mind in Harrow

Harrow Council Equality Impact Assessment Template – Jan 2014

National Osteoporosis Society Middlesex Group

Rethink: Harrow Support Group

Friends of Bentley Priory Nature Reserve

Friends of Canons Park

Friends of West Harrow Park

Harrow Youth Parliament

Capable Communities Ltd.

The Wish Centre

The Stanmore Society

Bessborough Cricket Club

Harrow Rugby Football Club

Harrow St. Mary's Youth Football Club

Pinner Cricket Club

Pinnstars Football Club

Harrow Mencap

Harrow Over 50 club

Harrow Community Transport

Harrow Centre for Volunteering

Harrow Volunteer Centre

Harrow Women's Centre

Headstone Manor Youth Football Club

Parkfield Youth Football Club

Pinner Albion Football Club

Pinner Jewish Football Club

Stanmore Football Club

Age Concern Harrow

Harrow Mencap

CAPRA Canons Park Residents Association

Harrow Nature Conservation Forum

Harrow St Mary's

Kenton Town FC

Parkfield Football Club

Parkfield Youth FC

Pinner Albion FC

St Josephs Youth FC

Stanmore Manor FC

Three Wishes Exiles

Venceremos FC

APB FC

Lankians CC

Pinner Challengers CC

Pinner Cricket Club

South Harrow CC

Tamil Union CC

West Harrow CC

Yarl CC

Youth Wing CC

Culver Bowls Club

Harrow Weald Bowls Club

Pinner Bowls Club

Stanmore Bowls Club

Pinner & Grammarians Rugby Football Club

Equality Impact Assessment (EqIA) Template

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 assessment.

It will also help you to look at the EqIA Template with Guidance Notes to assist you in completing the EqIA.

Type of Project / Proposal:	Tick ✓	Type of Deci	sion:	Tick ✓	
Transformation		Cabinet		✓	
Capital		Portfolio Holde	er		
Service Plan		Corporate Stra	ategic Board		
Other MTFS	✓	Other			
Title of Project:	E&E 25 Re	emoval of static	sweepers from secondary shopping centres		
Directorate / Service responsible:	E&E				
Name and job title of lead officer:	Mick Wynr	ne			
Name & contact details of the other persons involved in the assessment:	David Cork	oy, Andrew Smi	th, Sajni Durve		
Date of assessment:	13/01/2015 Review 16/01/15				
1. What are you trying to do? (Explain proposals e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)	highways, crews cover particular s We are condary April 2015 single clear There will	with shopping a ering multiple schopping area. considering a reshopping area. The new systemsing operation be a reduced to	rovides street cleansing services to all Harrareas covered on a daily basis by a combinatives and dedicated beat sweepers who are a sew system to remove dedicated beat sweepers and to remove late evening street cleans that a mobile team will undertain only, still ensuring that the area is cleaned eam working during weekends to undertake reported cases around the borough.	reepers from sing from 1st take one daily and Mon- Fri.	

	build-up of litter occur respond to customer re to respond to requests	s. Veferra from	available between these Ve will ensure that a reals. The council's fly tipe residents in the case of a saving of £150K throadtablishment.	eactive remoderation	ve workforce is in oval service will st essive fly tipping.	n place to ill be able
	Residents / Service Users	~	Partners		Stakeholders	
	Staff	✓	Age	✓	Disability	✓
2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Gender Reassignment		Marriage and Civil Partnership		Pregnancy and Maternity	
	Race		Religion or Belief		Sex	
	Sexual Orientation		Other			
 3. Is the responsibility shared with another directorate, authority or organisation? If so: Who are the partners? Who has the overall responsibility? How have they been involved in the assessment? 	No. The responsibility f	or se	ervice lies with Enterprise	e & E	Environment, Harr	ow Pride.

Stage 2: Evidence / Data Collation

4. What evidence / data have you reviewed to assess the potential impact of your proposals? Include the actual data, statistics reviewed in the section below. This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys; complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated), you may need to include this as an action to address in your Improvement Action Plan at Stage 7)

Borough wide 2011 census data (see data below) shows that Harrow has a fairly significant elderly population with 14.1% over the age of 65. The removal of beat sweepers could cause the streets to become more littered therefore the quality of the area could go down. Elderly / vulnerable residents may be more affected by the perception of crime if streets are dirtier and more littered. Elderly / vulnerable residents may also feel relatively unsafe and uncomfortable in areas that are dirtier and more littered when compared to younger residents.

Borough – wide age structure statistics from 2011 census

	Harrow	2011 Data	2011 %	2011 Rank - National
	All usual residents	239,056		
Age (including carers of young/older people)	0 - 4 5 - 7 8 - 9 10 - 14 15 16 - 17 18 - 19 20 - 24 25 - 29 30 - 44 45 - 59 60 - 64 65 - 74 75 - 84 85 - 89 90 & over	15,916 9,007 5,414 14,590 3,131 6,604 5,369 16,066 19,345 53,358 44,579 12,010 17,420 11,659 2,982 1,606	6.7 3.8 2.3 6.1 1.3 2.8 2.2 6.7 8.1 22.3 18.6 5 7.3 4.9 1.2 0.7	76 40 87 96 83 34 192 89 47 45 277 301 287 283 288 252
	Average Age (Mean) Median Age	37.6 36		287 284

Disability (including carers of disabled

In 24% (20,323) of Harrow's households one person has a long-term health problem or disability including dependant and no dependent children (please see table below). This equates to a 10% value across the

people)

population. The Environment Consultation results indicate 14% of respondents declaring a disability or health problem of which 9% refer to mobility issues.

If large litter items are not swiftly removed from footways, this could affect access and significantly affect people with mobility and visual impairments.

Adults not in Employment and Dependent Children and Persons with Long-term Health Problem or Disability for all Households

Harrow	2011	2011	2011	2011
	Data	%	Rank – National	Rank - London
All households	84,268			
Households with:				
No adults in employment with dependent children	3,675	4	116	24
No adults in employment with no dependent children	18,788	22	324	15
Dependent children of all ages	30,670	36	6	5
Dependent children aged 0 - 4	12,435	15	24	13
One person in household with a long-term health problem or disability: With dependent children	5,038	6	20	6
One person in household with a long-term health problem or disability: No dependent children	15,285	18	293	10
One or more person with a limiting long-term illness	N/A	N/A	N/A	N/A

Gender Reassignment

No data collected. Unlikely to have an adverse disproportionate effect.

Marriage / Civil Partnership	No data collected. Unlikely to have an adverse disproportionate effect.				
Pregnancy and Maternity	No data collected. Unlikely to have an adverse display	roportionate effect.			
Race	Data available but not presented here as unlikely to	have an adverse disproportionate effect.			
Religion and Belief	Data available but not presented here as unlikely to	have an adverse disproportionate effect.			
Sex / Gender	Users Borough- wide census data available, but not presented here as unlikely to have an adverse disproportionate effect.	Staff 7% of staff in the Harrow Pride team are female. However, impact on staff is a reduction in numbers in equal measure and does not disproportionately affect this protected characteristic.			
Sexual Orientation	No data collected. Unlike to have an adverse dispro	portionate effect.			
Socio Economic	If streets and roads are left untidy, this could devalue surrounding properties. Untidy roads could also lead to shops closing down resulting in fewer turnovers for businesses. However, no particular roads or streets have been specifically targeted therefore a particular shopping street/parade is unlikely to be adversely disproportionately affected.				

5. What consultation	on have you undertaken on y	your proposals?	
Who was consulted?	What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? (This may include further consultation with the affected groups, revising your proposals).

The consultation was carried out over the period 11th September 2014 to 8th November, 2014.

The consultation has given all residents the opportunity to respond.

The consultation has been promoted widely through posters, articles in the press and the web.

The consultation has had the most engagement in recent years and a variety of mechanisms to residents engage were taken forward: 100,000 Take part Booklets developed with survey distributed widely to stakeholder distribution list and through Harrow People

6000 booklets distributed as part of events

Specific web pages relating to the consultation and online web survey

7 Roadshows and 10 Drop in sessions held across Harrow and attendance at 50 Community Group meetings across Harrow resulting in A presentation giving a summary of all of the consultation feedback is attached to this EqIA at *Appendix A*.

Survey Responses

Specifically in relation to impacts of the proposed changes in the survey residents were specifically asked which impacts would affect them most as an individual/family and a further question asking which proposals would impact the community as a whole. The following were fed back in order as having the most impact:

E&E sections include Impact on you and your family:

- 1. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste
- 2. Switch off some streetlights, or reduce the hours that they are on for

Impact on the community as a whole

- 1. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste
- 2. Changes to parks maintenance
- 3. Relocation of beat sweepers from secondary shopping centres
- 4. Reduction in grass verge cutting

The impact on the protected characteristics for each of these proposals has not been specifically collected however this will be explored in the individual Equality Impact Assessments if proposals are taken forward for further consideration. However the proposals that have been highlighted by the community as ones with the most impact that will have an obvious impact on groups with protected characteristics because they are users of their services are:

- Cutting some support provided to older and disabled people in Harrow under the Supporting People programme and
- Close or reduce some of the Council's early support services to families, including Children's Centres.

Based on the findings from this consultation elected members will be making a decision on the proposals that are to be taken forward for individual consultation. All proposals that are being taken forward to consultation will have their own individual detailed EqIA.

Councillors have confirmed that they will be taking forward a campaign for a fairer grant for Harrow.

361 face to face in depth conversations	Formal Letters	
on the web and in hard copy Easy read of the	23 formal responses were received which included feedback that some of the proposals could have impacts on groups that sit within the protected characteristics. These letters are not related to Environment proposals Petitions	
Information on	15 Petitions were received however none related to this proposal. Harrow Youth Parliament	
by video	The Youth Parliament tailored their own survey in response to Take Part which was asking whether young people agreed with proposals and therefore no feedback on impact. There were 495 responses received by the Council. The young people also held a debate and within this there was some concern relating to closure of libraries as used by young people and people to avoid isolation.	
6. What other (local, regional, national research,	roporto modia)	

6. What other (local, regional, national research, reports, media) data sources that you have used to inform this assessment?

N/A

List the Title of reports / documents and websites here.

Stage 3: Assessing Potential Disproportionate Impact

7. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

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

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, continue with the rest of the template.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.

NO - If you have ticked 'No' to all of the above, then go to Stage 6

 Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 7

Stage 4: Collating Additional data / Evidence

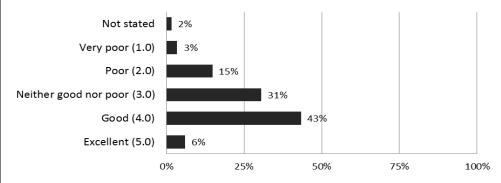
8. What additional data / evidence have you considered in relation to your proposals as a result of the analysis at Stage 3?

(include this evidence, including any data, statistics, titles of documents and website links here)

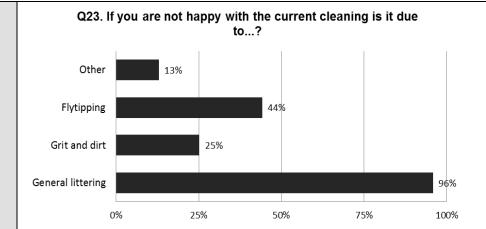
These graphs below are from the consultation questions:

Around half of respondents (49%) rated current cleaning standards as good or excellent, with only 15% saying they were poor or and 3% very poor. This gave a mean score of 3.3 out of 5 for this rating question.

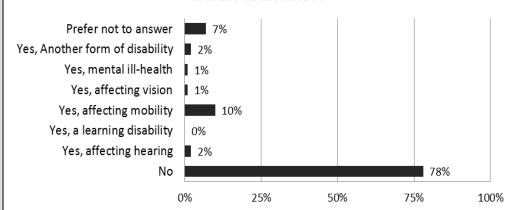
Q22. How do you rate the current cleaning standards within shopping areas? (mean score = 3.3)



Of those who rated it poor or very poor, the majority cited general littering (96%) followed by flytipping (44%) as the main reasosn for that rating.



Are your day-to-day activities limited because of a health problem or disability which has lasted or is expected to last at least 12 months??



This equates to a 10% value across the population. The Environment Consultation results indicate 16% of respondents declaring a disability or health problem of which 10% refer to mobility issues.

9. What further consultation have you undertaken on your proposals as a result of your analysis at Stage 3?

Who was consulted? What consultation methods were used? What do the results show about the impact on different groups /

What actions have you taken to address the findings of the

An online survey supported by self-completion, plus hard copy questionnaires available at local libraries. The Community Engagement team publicised the web-link through the Community Champion network and key community organisations as well as publicising it on the Harrow website, events, and libraries. A sample of 520 has been achieved to date Staff			Protected Characteristics?	consultation? (This may include further consultation with the affected groups, revising your proposals).
in length, comprised of a mix of pre-coded and open ended questions. Members of staff were advised of the proposals that had staff impacts prior to the commencement of the Take Part and Cabinet reports proposing savings and took part in the Take Part Employee consultation. There is also a wider impact on staff across the Council as the deletion of seven posts from the establishment. These posts are currently filled by agency workers so there will be no reduction in the number of permanent staff or redundancy but the reduction in posts may have an impact on remaining staff. There is also a wider impact on staff across the Council as the deletion of seven posts from the establishment. These posts are currently filled by agency workers so there will be no reduction in the number of permanent staff or redundancy but the reduction in posts may have an impact on remaining staff. There is also a wider impact on staff across the Council as the deletion of seven posts from the establishment. These posts are currently filled by agency workers so there will be no reduction in the number of permanent staff or redundancy but the reduction in posts may have an impact on remaining staff. There is also a wider impact on staff across the Council as the deletion of full time equivalent posts reduces the redeployment opportunities to displaced staff as the organisation progress its	Housing Tenants	self-completion, plus hard copy questionnaires available at local libraries. The Community Engagement team publicised the web-link through the Community Champion network and key community organisations as well as publicising it on the Harrow website, events, and libraries. A sample of 520 has been achieved	consider the current service to be good or better. Of those who rated it poor or very poor, the majority cited general littering (97%) followed by flytipping (42%) as the main	key priorities for any targeted cleaning the use of the rapid
Part Employee consultation. In addition, Trade Union colleagues have been given briefings prior to each Cabinet meeting agenda publication. There is also a wider impact on staff across the Council as the deletion of full time equivalent posts reduces the redeployment opportunities to displaced staff as the organisation progress its	Staff	in length, comprised of a mix of pre-coded and open ended questions. Members of staff were advised of the proposals that had staff impacts prior to the commencement of the Take Part and Cabinet reports proposing	through the deletion of seven posts from the establishment. These posts are currently filled by agency workers so there will be no reduction in the number of permanent staff or redundancy but the reduction in posts may have an impact on remaining	will be monitored using the Action
		Part Employee consultation. In addition, Trade Union colleagues have been given briefings prior to each Cabinet meeting agenda	staff across the Council as the deletion of full time equivalent posts reduces the redeployment opportunities to displaced staff as the organisation progress its	Organisational Development team in

Stage 5: Assessing Impact and Analysis

10. What does your evidence 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 Adverse Positive Positive Positive Adverse Characteristic Age (including carers of young/older people) Age (including carers of young/older) Age (including carers of young/olde	if so state whethe	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?			
dedicated beat sweepers are being removed and therefore the quality of the area may go down by flytipping (42%) as the main reason for that rating. Of these 34% (6.8% of total sample) were ages 65+ More efficient use of mobile teams to deal with excessive accumulation The prime implication is likely to be an increase in general littering throughout the day. Disability (including carers of disabled people) If large litter items are left on the road, this could affect access mobility and visual impairments. Gender Unlikely to have an adverse disproportionate effect. Unlikely to have an adverse disproportionate effect.				Note – Positive impact can also be used to demonstrate how your proposals meet the aims of	impact or advance equality of opportunity? E.g. further consultation, research, implement equality monitoring etc (Also Include these in the
Disability (including carers of disabled people) If large litter items are left on the road, this could affect access mobility and significantly affect people with mobility and visual impairments. Of the 20% who rated standards poor or very poor, all respondents who declared a disability cited general littering There will remain rapid response teams who will be able to address fly tips and unacceptably excessive amounts of litter and other debris in between any scheduled cleansing operation, maintaining the existing SLA time for addressing such issues. Gender Unlikely to have an adverse disproportionate effect.	carers of young/older	✓		dedicated beat sweepers are being removed and therefore the quality of the area may go down. Elderly / vulnerable residents may be more affected by the perception of crime if streets are dirtier and more littered. Elderly / vulnerable residents may also feel unsafe and uncomfortable in areas that are dirtier and more littered. The prime implication is likely to be an increase in	the majority cited general littering (97%) followed by flytipping (42%) as the main reasosn for that rating. Of these 34% (6.8% of total sample) were ages 65+ More efficient use of mobile teams to deal with excessive accumulation There will remain rapid response teams who will be able to address fly tips and unacceptably excessive amounts of litter and other debris in between any scheduled cleansing operation, maintaining the existing SLA time for addressing such issues. If monitoring indicates continuing issues the roads affecting can be reviewed under the Zonal
	(including carers of disabled people)	✓		affect access mobility and significantly affect people with mobility and visual impairments.	all respondents who declared a disability cited general littering There will remain rapid response teams who will be able to address fly tips and unacceptably excessive amounts of litter and other debris in between any scheduled cleansing operation, maintaining the
	Gender			· ·	

Reassignment		
Marriage and	Unlikely to have an adverse disproportionate effect.	
Civil Partnership		
Pregnancy and Maternity	Unlikely to have an adverse disproportionate effect.	
Race	Unlikely to have an adverse disproportionate effect.	
Religion or	Unlikely to have an adverse disproportionate effect.	
Belief		
Sex	Unlikely to have an adverse disproportionate effect.	
Sexual	Unlikely to have an adverse disproportionate effect.	
orientation		
Socio Economic	Potential redundancy impact on employed staff	Staff reduction will be met by existing vacancies or discontinuation of Agency staff. There will be no redundancies affecting permanently employed staff

11. Cumulative Impact – Considering
what else is happening within the Council
and Harrow as a whole, could your
proposals have a cumulative impact on a
particular Protected Characteristic?

If yes, which Protected Characteristics could be affected and what is the potential impact?

Yes ✓ No

The newly introduced Zonal cleaning system – is that likely to have a cumulative impact on non-shops roads. However the adaptive nature of the zonal scheme will allow flexibility to respond to local 'hotspots'

The potential negative impacts can be justified when the proposed mitigating steps are considered.

Harrow's current street cleansing service provides for: the removal of all litter and debris from streets and paths and other areas adjoining the public highway and the collection of leaf fall.

The requirement to make financial economies is likely to impact the frequency at which some aspects of street cleansing are provided. Although the cleansing approach will look to utilise resources more effectively through a targeted approach to cleansing frequencies, the reduction in static cleaners to secondary shopping centres could potentially result in a greater accumulation of litter, debris, flytips, and other obstructions on the public highway which may detrimentally and disproportionately impact upon older people, people with mobility impairments and/or people with impaired vision. An increase in litter and debris may also increase the likelihood of slips, trips and falls in the borough.

As mitigating steps against these potential impacts, there will remain rapid response teams who will be able to address fly tips and unacceptably excessive levels of litter and other debris in between any scheduled cleansing operation. In addition, the Council will be introducing enforcement measures to tackle anti social behaviour such as littering, which should minimise obstructions, improve the street scene and enhance local environmental.

what else is happening within the Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion?

If streets and roads are left untidy, this could devalue surrounding properties. Untidy roads could also lead to shops closing down resulting in fewer turnovers for businesses. However, no particular roads or streets have been targeted therefore this group is unlikely to be adversely disproportionately

If yes, what is the potential impact and how likely is to happen?

12. Is there any evidence or concern that the potential adverse impact identified may result in a Protected Characteristic 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) available on Harrow HUB/Equalities and Diversity/Policies and Legislation

Yes

affected.

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

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 6: Decision	
13. Please indicate which of the following statements best describes the outcome of your EqIA (✓ tick one box only)	
Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact	
and all opportunities to advance equality are being addressed.	
Outcome 2 – Minor adjustments to remove / mitigate adverse impact or advance equality have been identified by the EqIA. <i>List</i>	X
the actions you propose to take to address this in the Improvement Action Plan at Stage 7	Λ
Outcome 3 – Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance	
equality. In this case, the justification needs to be included in the EqIA 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 13a 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)	
13a. If your EqIA is assessed as outcome 3 or you have ticked	
'yes' in Q12, explain your justification with full reasoning to	
continue with your proposals.	
contained than your proposals.	

Stage 7: Improvement Action Plan

14. List below any actions you plan to take as a result of this Impact Assessment. This should include any actions identified throughout the EqIA.

Area of potential adverse impact e.g. Race, Disability	Action required to mitigate	How will you know this is achieved? E.g. Performance Measure / Target	Target Date	Lead Officer	Action included in Service / Team Plan
Disability & Age			Sept 2015	Michael	
Possibility that the reduced cleansing frequency in some	Retention of Rapid Response teams to be able to respond to service requests relating to excessive littering, debris or	The Collective system captures all service requests and is used to		Wynne	
areas may affect people in wheelchairs and/or people with other mobility impairments	fly tipping to allow for removal within the current SLA of 24 hours	monitor the response time to rectify. The retention of Rapid			
and/or those with visual impairments	Monitor deployment of mobile and amend work schedules to meet variable	Response teams will allow the service to			
impairitoitto	demand	maintain its current performance			

Stage 8 - Monitoring The full impact of the proposals may only be known a place to assess the impact.	after they have been impleme	ented. It is therefore impo	rtant to ensure effective monitoring measures are in	
15. How will you monitor the impact of the propose implemented? What monitoring measures resure effective monitoring of your proposals? He this? (Also Include in Improvement Action Plan and	need to be introduced to ow often will you do	As well as in house monitoring through the creation of random inspections via the Collective system, further monitoring of stree cleansing performance is undertaken by an independent external body on 3 occasions per year.		
16. How will the results of any monitoring be an publicised? (Also Include in Improvement Action	•	A full breakdown of performance, causes of litter, land class performance is provided as part of the external monitoring and assessment of cleansing performance. The classification of areas into zones is not rigid and, if data suggests that the classification of an area into a particular zone disproportionately affects one of the protected groups, this will be reviewed and appropriate adjustments made.		
17. Have you received any complaints or compline	ments about the	Full consultation analysis to be completed.		
proposals being assessed? If so, provide details.				
Stage 9: Public Sector Equality Duty 18. How do your proposals contribute towards the discrimination, harassment and victimisation, adversional of the positive actions of your proposals working hours for parents/carers, IT equipment in the positive actions.	vance equality of opportun	ity and foster good rela	tions between different groups.	
Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	Advance equality of o people from diff		Foster good relations between people from different groups	
N/a	N/a		N/a	
Stage 10 - Organisational sign Off (to be o	completed by Chair of	Departmental Equali	ities Task Group)	
The completed EqIA needs to be sent to the			• /	
19. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?				

Signed: (Lead officer completing EqIA)	Mick Wynne	Signed: (Chair of DETG)	Hanif Islam
Date:	16/01/2015	Date:	
Date EqIA presented at the EqIA Quality Assurance Group	28/01/2015	Signature of ETG Chair	PP Hanif Islam

Appendix 1

Consultees

Afghan Association of London (Harrow)

Association of Senior Muslim Citizens

Gujarati Arya Association

Harrow Bengalee Association

Harrow Iranian Community Association (HICA)

Harrow Tamil Association

Indian Association of Harrow

Nepalese British Community UK

Pakistan Society of Harrow

Russian Immigrants Association

The Harrow African Caribbean Association (HACAS)

UK Asian Women's Conference (North London)

Harrow in Business (HiB)

Canons Community Association

Harrow Association of Disabled People

Harrow in Leaf

Middlesex Association for the Blind

Harrow Heritage Trust

North West London Lesbian & Gay Group (NWLLG)

Harrow Civic Residents' Association (HCRA)

Hatch End Association

HFTRA (Harrow Federation of Tenants' & Residents' Associations)

Harrow Association of Voluntary Service

Voluntary Action Harrow

Angolan Civic Communities Alliance (ACCA) Harrow

British Afghan Women's Society

Harrow Association of Somali Voluntary Organisations (HASVO)

Harrow Bengalee Association

Harrow Equalities Centre

Harrow Somali Cultural & Educational Association

Jaago Punjabi Women's Group

Pinner Association

Wealdstone Active Community

ADHD and Autism Support Harrow

Mind in Harrow

National Osteoporosis Society Middlesex Group

Rethink: Harrow Support Group

Friends of Bentley Priory Nature Reserve

Friends of Canons Park

Friends of West Harrow Park

Harrow Youth Parliament

Capable Communities Ltd.

The Wish Centre

The Stanmore Society

Bessborough Cricket Club

Harrow Rugby Football Club

Harrow St. Mary's Youth Football Club

Pinner Cricket Club

Pinnstars Football Club

Harrow Mencap

Harrow Over 50 club

Harrow Community Transport

Harrow Centre for Volunteering

Harrow Volunteer Centre

Harrow Women's Centre

Headstone Manor Youth Football Club

Parkfield Youth Football Club

Pinner Albion Football Club

Pinner Jewish Football Club

Stanmore Football Club

Age Concern Harrow

Harrow Mencap

CAPRA Canons Park Residents Association

Harrow Nature Conservation Forum

Harrow St Mary's

Kenton Town FC

Parkfield Football Club

Parkfield Youth FC

Pinner Albion FC

St Josephs Youth FC

Stanmore Manor FC

Three Wishes Exiles

Venceremos FC

APB FC

Lankians CC

Pinner Challengers CC

Pinner Cricket Club

South Harrow CC

Tamil Union CC

West Harrow CC

Yarl CC

Youth Wing CC

Culver Bowls Club

Harrow Weald Bowls Club

Pinner Bowls Club

Stanmore Bowls Club

Pinner & Grammarians Rugby Football Club

Equality Impact Assessment (EqIA) Template

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 assessment.

It will also help you to look at the EqIA Template with Guidance Notes to assist you in completing the EqIA.

Type of Project / Proposal:		Tick ✓	Type of Decis	Tick ✓		
Transformation	on		Cabinet		✓	
Capital			Portfolio Holde	er		
Service Plan			Corporate Stra	ategic Board		
Other	MTFS	✓	Other			
	Title of Project:	E&E 26 Romanagem		rvice to statutory minimum and reduce parks	;	
Directorate / S	Service responsible:	E&E				
Name and job	title of lead officer:	Mick Wyni	ne			
Name & conta assessment:	act details of the other persons involved in the	David Corby, Andrew Smith, Sajni Durve				
Date of asses	ssment:	14/01/2015				
(Explain prop	ou trying to do? osals e.g. introduction of a new service or review, changing criteria, reduction / removal structure, deletion of posts etc)	spaces wi facilities f Boroughs The main a complex for Health and flowe	thin the Boroug or the commun Parks & Open S proposal is to co proposal invol- and Safety rea r beds. The Lo	rovides a full maintenance service to all ph, with the aim of providing leisure, recreating whilst maintaining the environmental spaces. Spaces. Convert some of the parks into wildlife open so ving: reducing grass cutting to only that whistons, reducing pruning, and removing some cal Authority has a duty to ensure that open enjoyment and that people using the areas	onal and play assets of the paces. This is ich is needed e shrub, rose n spaces and	

practical, can enjoy the areas without exposure to risks to their health and safety.

The proposals would see parks maintenance reduced to a statutory minimum with the exception of sports provision, where an income is received from clubs to provide a suitable playing surface in line with the relevant requirements. The move to a statutory minimum would see the following changes to the current maintenance regime: A table of changes is also included in Table 1

- Parks would cease to be locked overnight
- Grass areas would be left naturalised (with the exception of sports pitches) and be subject to an annual conservation cut only
- Pruning of shrubs and hedges would reduce from up to 3 times per year to once a year
- Litter picking and emptying of bins would reduce from twice weekly to once a week

No parks would be submitted for the Green Flag award (currently 5 parks have attained this national recognition). The proposals would realise savings through the removal of 11 posts from the current staffing establishment and associated vehicles.

The reduction in management posts within the parks structure is linked to a proposed reduction in parks maintenance to a statutory minimum level, with the exception of sports provision, where an income is received from clubs to provide a suitable playing surface.

If the reduction in parks maintenance is agreed, this proposal would also see the removal of 1 Team Leader post and 2 Charge hand posts from the current staffing establishment, which would realise savings.

These changes combined will produce a saving of £327k

	Residents / Service Users	✓	Partners		Stakeholders	
	Staff	✓	Age	✓	Disability	✓
2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Gender Reassignment		Marriage and Civil Partnership		Pregnancy and Maternity	
	Race		Religion or Belief		Sex	
	Sexual Orientation		Other			
 3. Is the responsibility shared with another directorate, authority or organisation? If so: Who are the partners? Who has the overall responsibility? How have they been involved in the assessment? 	No					

Stage 2: Evidence / Data Collation

4. What evidence / data have you reviewed to assess the potential impact of your proposals? Include the actual data, statistics reviewed in the section below. This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys; complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated), you may need to include this as an action to address in your Improvement Action Plan at Stage 7)

Age (including carers of young/older people)

Borough wide 2011 census data (see data below) shows that Harrow has a fairly significant elderly population with 14.1% over the age of 65. There is a possibility that the reduced cleansing frequency and changes in the grass cutting regime may affect older people and those with mobility impairments and/or impaired vision. Long grass can hide litter and obstructions which could contribute to slip/trip hazards and make movement off the main paths more hazardous for those that are old and infirm. Perception of increase in crime if gates left opened and appearance of unmanaged and unmaintained facility.

Borough – wide age structure statistics from 2011 census

Harrow	2011	2011	2011
	Data	%	Rank - National

All usual residents	239,056			
0 - 4	15,916	6.7	76	
5 - 7	9,007	3.8	40	
8 - 9	5,414	2.3	87	
10 - 14	14,590	6.1	96	
15	3,131	1.3	83	
16 - 17	6,604	2.8	34	
18 - 19	5,369	2.2	192	
20 - 24	16,066	6.7	89	
25 - 29	19,345	8.1	47	
30 - 44	53,358	22.3	45	
45 - 59	44,579	18.6	277	
60 - 64	12,010	5	301	
65 - 74	17,420	7.3	287	
75 - 84	11,659	4.9	283	
85 - 89	2,982	1.2	288	
90 & over	1,606	0.7	252	
Average Age (Mean)	37.6		287	
Median Age	36		284	

In 24% (20,323) of Harrow's households one person has a long-term health problem or disability including dependant and no dependent children (please see table below). This equates to a 10% value across the population. The Environment Consultation results indicate 14% of respondents declaring a disability or health problem of which 9% refer to mobility issues.

There is a possibility that the reduced cleansing frequency and changes in the grass cutting regime may affect people in wheelchairs and/or people with other mobility impairments and/or those with visual impairments. Long grass can hide litter and obstructions which could contribute to slip/trip hazards and make movement off the main paths more hazardous for those in wheelchairs and/or people with other mobility impairments and/or those with visual impairments.

<u>Adults not in Employment and Dependent Children and Persons with Long-term Health Problem or Disability for all Households</u>

Disability (including carers of disabled people)

Harrow	2011	2011	2011	2011
	_		Rank -	Rank -
	Data	%	National	London
All households	84,268			
Households with:				
No adults in employment with dependent children	3,675	4	116	24
No adults in employment with no dependent children	18,788	22	324	15
Dependent children of all ages	30,670	36	6	5
Dependent children aged 0 - 4	12,435	15	24	13
One person in household with a long-term health problem or disability: With dependent children	5,038	6	20	6
One person in household with a long-term health problem or disability: No dependent children	15,285	18	293	10
One or more person with a limiting long-term illness	N/A	N/A	N/A	N/A

Gender Reassignm	nent	No da	No data collected. Unlikely to have an adverse disproportionate effect.				
Marriage / Civil Par	tnership	No da	No data collected. Unlikely to have an adverse disproportionate effect.				
Pregnancy and Ma	ternity	No da	ta collected. Unlikely to have an adverse dispropor	tionate effect.			
Race		No da	ta collected. Unlikely to have an adverse dispropor	tionate effect.			
Religion and Belief		Data a	available but not presented here as unlikely to have	an adverse dispr	oportionate effect.		
Sex / Gender		prese dispro	Staff 7% of staff in the parks team are female. Himpact on staff is a reduction in numbers in measure and does not disproportionately a protected characteristic.		is a reduction in numbers in equal loes not disproportionately affect this		
Sexual Orientation		No data collected. Unlikely to have an adverse disproportionate effect.					
Socio Economic		No data collected. Unlikely to have an adverse disproportionate effect.					
5. What consultation	have you undertaker	on you	r proposals?				
Who was What consultat consulted? methods were us			What do the results show about the impact groups / Protected Characteristic		What actions have you taken to address the findings of the consultation? (This may include further consultation with the affected groups, revising your proposals).		

The consultation was carried out over the period 11th September 2014 to 8th November, 2014.

The consultation has given all residents the opportunity to respond.

The consultation has been promoted widely through posters, articles in the press and the web.

The consultation has had the most engagement in recent years and a variety of mechanisms to engage residents were taken forward: 100,000 Take part Booklets developed with survey distributed widely to stakeholder distribution list and through Harrow People

6000 booklets distributed as part of events

Specific web pages relating to the consultation and online web survey

7 Roadshows and 10
Drop in sessions held
across Harrow and
attendance at 50
Community Group
meetings across Harrow
resulting in 361 face to
face in depth
conversations

Translated documents on the web and in hard copy

A presentation giving an summary of all of the consultation feedback is attached to this EqIA at *Appendix A*.

Survey Responses

Specifically in relation to impacts of the proposed changes in the survey residents were specifically asked which impacts would affect them most as an individual/family and a further question asking which proposals would impact the community as a whole. The following were fed back in order as having the most impact:

E&E sections include Impact on you and your family:

- 1. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste
- 2. Switch off some streetlights, or reduce the hours that they are on for

Impact on the community as a whole

- 1. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste
- 2. Changes to parks maintenance
- 3. Relocation of beat sweepers from secondary shopping centres
- 4. Reduction in grass verge cutting

The impact on the protected characteristics for each of these proposals has not been specifically collected however this will be explored in the individual Equality Impact Assessments if proposals are taken forward for further consideration. However the proposals that have been highlighted by the community as ones with the most impact that will have an obvious impact on groups with protected characteristics because they are users of their services are:

 Cutting some support provided to older and disabled people in Harrow under the Supporting People Based on the findings from this consultation elected members will be making a decision on the proposals that are to be taken forward for individual consultation. All proposals that are being taken forward to consultation will have their own individual detailed EqIA.

Councillors have confirmed that they will be taking forward a campaign for a fairer grant for Harrow.

Easy read of the consultation booklet and survey	programme and - Close or reduce some of the Council's early support services to families, including Children's Centres.	
Information on Facebook, Twitter and 4 responses received by video	Formal Letters 23 formal responses were received which included feedback that some of the proposals could have impacts on groups that sit within the protected characteristics. These letters are not related to Environment proposals	
	Petitions	
	15 Petitions were received and these the following was received in relation to Environmental services:	
	 1 petition about locking of park gates with 108 signatures 	
	Harrow Youth Parliament	
	The Youth Parliament tailored their own survey in response to Take Part which was asking whether young people agreed with proposals and therefore no feedback on impact. There were 495 responses received by the Council. The young people also held a debate and within this there was some concern relating to closure of libraries as used by young people and people to avoid isolation.	

6. What other (local, regional, national research, reports, media) data sources that you have used to inform this assessment?

List the Title of reports / documents and websites here.

None

Stage 3: Assessing Potential Disproportionate Impact

7. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

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

YES - If there is a risk of disproportionate adverse Impact on any ONE of the Protected Characteristics, continue with the rest of the template.

- Best Practice: You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.

NO - If you have ticked 'No' to all of the above, then go to Stage 6

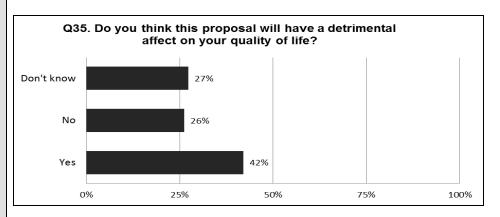
Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to
advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 7

Stage 4: Collating Additional data / Evidence

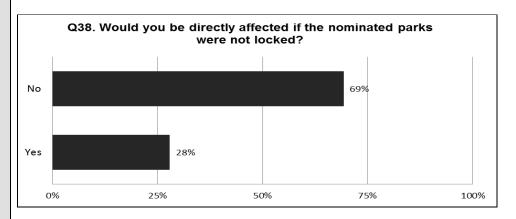
8. What additional data / evidence have you considered in relation to your proposals as a result of the analysis at Stage 3?

(include this evidence, including any data, statistics, titles of documents and website links here)

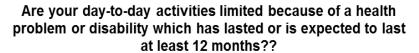
Just over 4 out of 10 respondents (42%) said that the porposal would have a detrimental affect on their quality of life, with around a quarter (26%) saying it wouldn't.

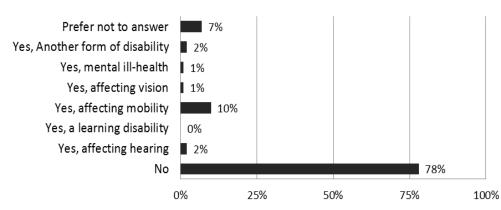


In terms of park locking, Just under 7 out of 10 respondents (69%) said that they would not be directly affected if the nominated parks were not locked. Around 3 out of 10 respondents (28%) said they would be affected.



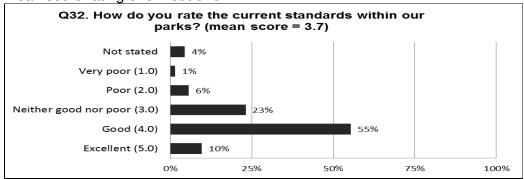
Of those who said they would be affected, 'illegal activity' followed by 'fear of crime' and 'disturnabce' were the main concerns.





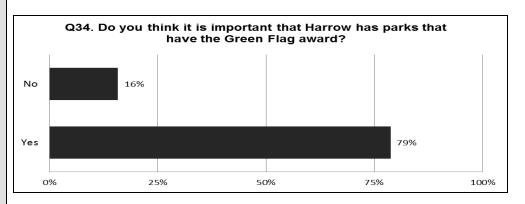
This equates to a 10% value across the population. The Environment Consultation results indicate 16% of respondents declaring a disability or health problem of which 10% refer to mobility issues.

When asked to rate current standards within our parks, 65% of respondents said they were good or excellent. Only 7% of respondents said they were poor or very poor. This gave a mean score rating of 3.7 out of 5.



Those who rated poor or very poor were asked for their reasons, and 'general standards of maintenance' followed by 'general littering' were the two largest responses, albeit from a very small base who rated them as poor.

Almost 8 out of 10 respondents (79%) thought it was important that Harrow has parks with Green Flag status.



9. What further consultation have you undertaken on your proposals as a result of your analysis at Stage 3?

Who was consulted?	What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? (This may include further consultation with the affected groups, revising your proposals).
Community Champions Housing Tenants Key Community groups	An online survey supported by self-completion, plus hard copy questionnaires available at local libraries. The Community Engagement team publicised the web-link through the Community Champion network and key community organisations as well as publicising it on the Harrow website, events, and libraries. A sample of 520 has been achieved to date	Just over 4 out of 10 respondents (42%) said that the porposal would have a detrimental affect on their quality of life, with around a quarter (26%) saying it wouldn't.	Consultation feedback has identified key priorities for any targeted maintenance to direct mitigations

Staff	The survey is around 15 minutes in length, comprised of a mix of pre-coded and open ended questions. Members of staff were advised of the proposals that had staff impacts prior to the commencement of the Take Part and Cabinet reports proposing savings and took part in the Take Part Employee consultation. In addition, Trade Union colleagues have been given briefings prior to each Cabinet meeting agenda publication.	There will be a staff impact through the deletion of fourteen posts from the establishment. These posts are currently filled by agency workers so there will be no reduction in the number of permanent staff or redundancy but the reduction in posts may have an impact on remaining staff. There is also a wider impact on staff across the Council as the deletion of full time equivalent posts reduces the redeployment opportunities to displaced staff as the organisation progress its change programme.	Socio-economic and health impacts will be monitored using the Action Plans in the EqIAs E&E will work with the corporate Organisational Development team in mitigating this impact

Stage 5: Assessing Impact and Analysis

10. What does your evidence 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?

If so state whether this is an adverse of positive impact? How likely is this to happen? How you will mitigate/remove any adverse impact?					
	Protected	Adverse	Positive	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 mitigate the impact or advance equality of opportunity? E.g. further consultation, research, implement equality
Characteristic		✓	√	Note – Positive impact can also be used to demonstrate how your proposals meet the aims of the PSED Stage 9	monitoring etc (Also Include these in the Improvement Action Plan at Stage 7)
	Age (including carers of	✓		Possibility that the reduced cleansing frequency and changes in the grass cutting regime may affect older people and those with mobility impairments and/or impaired vision. Long grass can hide litter and obstructions which could contribute to slip/trip	their quality of life, with around 3 out of 10 (31%) saying it wouldn't.

young/older people)	hazards and make movement off the main paths more hazardous for those that are old and infirm. Perception of increase in crime if gates left opened and appearance of unmanaged and unmaintained facility.	Path borders and accessible fencelines will be cut and/or pruned at current standards to ensure safe passage from vegetation and possibly hidden litter and natural surveillance in terms of reducing fear of crime. More efficient use of mobile teams to deal with excessive accumulation There will remain rapid response teams who will be able to address fly tips and unacceptably excessive amounts of litter and other debris in between any scheduled cleansing operation, maintaining the existing SLA time for addressing such issues If monitoring indicates continuing issues in key parks, they can be reviewed under the Zonal cleansing approach
Disability (including carers of disabled people)	Possibility that the reduced cleansing frequency and changes in the grass cutting regime may affect people in wheelchairs and/or people with other mobility impairments and/or those with visual impairments. Long grass can hide litter and obstructions which could contribute to slip/trip hazards and make movement off the main paths more hazardous for those that are old and infirm.	Just under 4 out of 10 respondents (38%) said that the porposal would have a detrimental affect on their quality of life, with around 3 out of 10 (31%) saying it wouldn't. Path borders and accessible fencelines will be cut and/or pruned at current standards to ensure safe passage from vegetation and possibly hidden litter and natural surveillance in terms of reducing fear of crime. More efficient use of mobile teams to deal with excessive accumulation There will remain rapid response teams who will be able to address fly tips and unacceptably excessive amounts of litter and other debris in between any scheduled cleansing operation, maintaining the existing SLA time for addressing such issues If monitoring indicates continuing issues in key parks, they can be reviewed under the Zonal cleansing approach

	No disproportionate adverse effect.	
Gender Reassignmen t		
Marriage and Civil Partnership	No disproportionate adverse effect.	
Pregnancy and Maternity	No disproportionate adverse effect.	
Race	No disproportionate adverse effect.	
Religion or Belief	No disproportionate adverse effect.	
Sex	No disproportionate adverse effect.	
Sexual orientation	No disproportionate adverse effect.	
Socio Economic	Parks can be considered an integral part of the social support network. Green spaces have been shown to have a positive effect on mental wellbeing and parks are a regular venue for sports, casual fitness activity and walking, which can have a significant positive effect on fitness. Following	Whilst the resource model to key parks will change it is now proposed to maintain a capability to aspire to retaining Green Flag status at most of the current Green Flag Parks. Maintaining key major parks at disparate

		ľ				1			
			consultation 8% of respondents considered it			geographic locations will mitigate some perception			
		imp	important to retain Green Flag Parks			and fitness implications.			
						Existing booked sports facilities in parks will be			
					maintained to existing standards				
						Parks will be monitored for increases in crime, especially in terms of car parks where there is a a			
			% of responders h	•					
			t locking park gate		cant bias				
		tow	vards fear of crime	€		greater like	lihood of nuisa	ance occurrin	g
						0. "			
		Po	tential redundanc	y impact on em	ipioyea statt	Statt reductions	tion will be me	t by existing	vacancies or
						redundanci	tion of Agency	/ Stall. Tilett srmanently e	mployed staff
						reduridariei	cs ancomy po		inployed stair
			else is happening		Yes		N	lo	Χ
			proposals have a	cumulative				•	
impact on a part	icular Protecte	d Characteris	tic?						
If yes, which Pro	tected Charact	teristics could	be affected and v	what is the					
potential impact	?								
11a. Any Other	Impact - Cons	sidering what	else is happening	within the	Yes	Х	N	lo	
Council and Har	row as a whole	e (for example	national/local po	icy, austerity,		igures are n			of Crime'
welfare reform, ı	unemployment	levels, comm	unity tensions, lev	els of crime)	Although crime figures are not significant in parks 'Fear of Crime' can be a real factor in people's perception				or ormino
could your propo	osals have an i	mpact on indi	viduals/service us	ers socio	Can be a real rac	con in beoble	s perception		
economic, healtl	n or an impact	on community	cohesion?						
If yes, what is th	If yes, what is the potential impact and how likely is to happen?			?					
12. Is there any	evidence or co	ncern that the	e potential adverse	e impact identi	fied may result in	a Protected	Characteristic	being disadv	antaged?
-	(Please refer to the Corporate Guidelines for guidance on the definitions of						_	_	
conduct under the Equality Act) available on Harrow HUB/Equalities and Div				ersity/Policies and	d Legislation				
	Age	Disability	Gender	Marriage					Sovuel
	(including	(including		and Civil	Pregnancy and	Race	Religion and	Sex	Sexual
	carers)	carers)	Reassignment	Partnership	Maternity		Belief		Orientation

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

Χ

Χ

Χ

Yes

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 6: Decision				
13. Please indicate which of the following statements best desc	cribes the outcome of your EqIA (✓ tick one box only)			
Outcome 1 - No change required: the EqIA has not identified any	Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all			
opportunities to advance equality are being addressed.				
	pact or advance equality have been identified by the EqIA. List the	X		
actions you propose to take to address this in the Improvement	Action Plan at Stage 7	Λ		
Outcome 3 – Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance				
	e EqIA and should be in line with the PSED to have 'due regard'. In			
	so consider whether there are sufficient plans to reduce the adverse			
	impact and/or plans to monitor the impact. (Explain this in 13a 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	or unlawful conduct under equalities legislation)			
	13a. If your EqIA is assessed as outcome 3 or you have ticked The roads / pavements through the parks will not be affected. The proposals are			
'yes' in Q12, explain your justification with full reasoning to				
continue with your proposals.				

Stage 7: Improvement Action Plan 14. List below any actions you plan to take as a result of this Impact Assessment. This should include any actions identified throughout the EqlA. Date Action Area of potential How will you know this is included adverse impact **Target** achieved? E.g. Performance Lead Officer in Date e.g. Race, Action required to mitigate Measure / Target Service Disability / Team Plan Michael December Retention of Rapid Response teams to be able to The Collective system Wynne 2015 respond to service requests relating to excessive captures all service requests Disability & Age littering, debris or fly tipping to allow for removal and is used to monitor the within the current SLA of 24 hours response time to rectify. Monitor deployment of mobile and amend work The retention of Rapid Response teams and flexible schedules to meet variable demand staff deployment Monitor Green Flag success Whilst the resource model to key parks will change July 2015 Michael there is still the capability to aspire to retaining Green Socio Economic Wynne Flag status at most of the current Green Flag Parks. Maintaining key major parks at disparate geographic locations will mitigate some perception and fitness implications. Existing booked sports facilities in parks will be maintained to existing standards Parks will be monitored for 28% of responders have expressed concern over not increases in crime, especially locking park gates with a significant bias towards fear in terms of car parks where of crime there is a a greater likelihood of nuisance occurring

Stage 8 - Monitoring

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

15. How will you monitor the impact of the proposals once they have been implemented? What monitoring measures need to be introduced to ensure effective monitoring of your proposals? How often will you do this? (Also Include in Improvement Action Plan at Stage 7)

As well as in house monitoring through the creation of random inspections via the Collective system, further monitoring of parks standards is undertaken by an independent external body annually. The Collective system captures all service requests and is used to monitor the response time to rectify.

16. How will the results of any monitoring be analysed, reported and publicised? (Also Include in Improvement Action Plan at Stage 7)

A full breakdown of performance, causes of litter, land class performance is provided as part of the external monitoring and assessment of cleansing performance. The classification of areas into zones is not rigid and, if data suggests that the classification of an area into a particular zone disproportionately affects one of the protected groups, this will be reviewed and appropriate adjustments made.

17. Have you received any complaints or compliments about the proposals being assessed? If so, provide details.

Full consultation analysis to be completed

Stage 9: Public Sector Equality Duty

18. How do your proposals contribute towards 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
N/a	N/a	N/a

Stage 10 - Organisational sign Off (to be completed by Chair of Departmental Equalities Task Group)

The completed EqIA needs to be sent to the chair of your Departmental Equalities Task Group (DETG) to be signed off.

19. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?			
Signed: (Lead officer completing EqIA)	Mick Wynne	Signed: (Chair of DETG)	Hanif Islam
Date:	14/01/2015	Date:	
Date EqIA presented at the EqIA Quality Assurance Group	28/01/2015	Signature of ETG Chair	PP Hanif Islam

Table 1: Parks Service Standards per designation type

Parkland	Open Spaces
- 4	, ,
Hedge and shrub pruning up to twice a year	Hedge and shrub pruning up to twice a year
CURRENTLY UP TO 3 TIMES	CURRENTLY UP TO 3 TIMES
Leaf clearance once a year	Leaf clearance once a year
Franty litter hims area a week	Franty litter him ones a week
Empty litter bins once a week	Empty litter bins once a week
CURRENTLY EMPTIED TWICE WEEKLY ALONG	CURRENTLY EMPTIED TWICE WEEKLY ALONG
WITH LITTER PICKING OF THE PARK, WHICH WILL	WITH LITTER PICKING OF THE PARK, WHICH WILL
ALSO REDUCE TO ONCE PER WEEK. THIS WILL	ALSO REDUCE TO ONCE PER WEEK. THIS WILL
ALSO APPLY TO DOG BINS IF EMPTYING OF DOG	ALSO APPLY TO DOG BINS IF EMPTYING OF DOG
BINS COMES BACK IN HOUSE	BINS COMES BACK IN HOUSE
General inspection of playgrounds and infrastructure	General inspection of playgrounds and infrastructure
once every 3 months	once every 3 months
	CURRENTLY INSPECTED MONTHLY
CURRENTLY INSPECTED MONTHLY	OUTHER TET INGLEGIED MONTHE
Strimming of high visibility boundary areas every 3	Strimming of high visibility path boundaries every 3
weeks during growing season (March to October	weeks during growing season (March to October
depending on seasonal changes)	depending on seasonal changes).
depending on seasonal changes)	depending on seasonal changes).
CURRENTLY CUT EVERY 3 WEEKS	CURRENTLY CUT EVERY 3 WEEKS

Grass cutting every 6 weeks	Grass cut once a year forage cut
CURRENTLY CUT EVERY 3 WEEKS	CURRENTLY CUT EVERY 3 WEEKS
Rake Play bark areas once a week	Rake Play bark areas once a week
Grass cutting every 6 weeks during growing season	Cut grass on park path and boundary every 3 weeks
(March to October depending on seasonal changes)	during growing season (March to October depending on seasonal changes)
CURRENTLY DONE ON A 3 WEEKLY CYCLE	CURRENTLY DONE ON A 3 WEEKLY CYCLE
Pond clearance once a month	Pond clearance every 3 months
Shrub and flower beds are mulched once a year	No mulching of beds
Mechanical sweeping once a month	

Table 2: Parks by designation type

Parkland	Open Spaces	Country Parks, Nature Reserves & Woodland
Alexandra Park	Brockhurst Corner	Bentley Priory
Bernays Gardens	Brockley Hill	Belmont Rattler
Byron Recreation Ground	Church Fields	Brewery Reservoir Open Space
Cedars O.S.	Chrustchurch Avenue Open Space	Church Farm
Centenary Park	Cuckoo Hill Open Space	Glenthorne
Chandos Recreation Ground	Croft	Grimsdyke Open Space
Harrow Recreation Ground	Elms Road Open Space	Harrow Weald Common
Harrow Weald Recreation Ground	Greenway	Pinner Park Farm
Hatch End Playing Fields	Grove Fields	Roxbourne Rough
Headstone Manor	Harrow Garden Village	Stanmore Common
Hooking Green	Kenton Recreation Ground	Stanmore Country Park
John Rumney	Lake Grove	
Lowlands Recreation Ground	Little Common Pinner	

Parkland	Open Spaces	Country Parks, Nature Reserves & Woodland
Melbourne Ave	Little Common Stanmore	
Montesoles P.F.	Lynwood Close Open Space	
Pinner Memorial Park	Montrose Walk	
Priestmead Recreation Ground	Newton Ecology Park	
Queensbury Recreation Ground	Newton Park West	
Rayners Mead	Pinner Recreation Ground	
Roxbourne Park	Pinner Village Gardens	
Roxeth Recreation Ground	Ridgeway Playing Fields	
Saddlers Mead	River Pinn Open Space	
Shaftesbury P.F.	Streamside	
Stanmore Marsh	Sylvia Avenue Open Space	
Stanmore Recreation Ground	Thackery Close Open Space	
Weald Village	Tookes Green	
West Harrow Recreation Ground	Whitchurch Playing Fields	
	Whitefriars Open Space	
	Woodlands	
	Yeading Walk	

Nb: Due to funding criteria, Canons Park will retain the current maintenance regimes.

Countryside Parks, Nature Reserves and Woodland already have separate maintenance regimes that are not affected by these proposals

Appendix 1

Consultees

Afghan Association of London
(Harrow)
Association of Senior Muslim Citizens
Gujarati Arya Association
Harrow Bengalee Association
Harrow Iranian Community Association
(HICA)
Harrow Tamil Association
Indian Association of Harrow

Nepalese British Community UK Pakistan Society of Harrow Russian Immigrants Association The Harrow African Caribbean Association (HACAS)

UK Asian Women's Conference (North London)

Harrow in Business (HiB)

Canons Community Association

Harrow Association of Disabled People

Harrow in Leaf

Middlesex Association for the Blind

Harrow Heritage Trust

North West London Lesbian & Gay

Group (NWLLG)

Harrow Civic Residents' Association

(HCRA)

Hatch End Association

HFTRA (Harrow Federation of Tenants' & Residents' Associations) Harrow Association of Voluntary

Service

Voluntary Action Harrow

Angolan Civic Communities Alliance

(ACCA) Harrow

British Afghan Women's Society Harrow Association of Somali Voluntary Organisations (HASVO) Harrow Bengalee Association

Harrow Equalities Centre

Harrow Somali Cultural & Educational

Association

Jaago Punjabi Women's Group

Pinner Association

Wealdstone Active Community ADHD and Autism Support Harrow

Mind in Harrow

National Osteoporosis Society

Middlesex Group

Rethink: Harrow Support Group Friends of Bentley Priory Nature

Reserve

Friends of Canons Park Friends of West Harrow Park Harrow Youth Parliament Capable Communities Ltd.

The Wish Centre
The Stanmore Society
Bessborough Cricket Club
Harrow Rugby Football Club

Harrow St. Mary's Youth Football Club

Pinner Cricket Club Pinnstars Football Club

Harrow Mencap Harrow Over 50 club Harrow Community Transport Harrow Centre for Volunteering

Harrow Volunteer Centre Harrow Women's Centre

Headstone Manor Youth Football Club

Parkfield Youth Football Club Pinner Albion Football Club Pinner Jewish Football Club Stanmore Football Club Age Concern Harrow

Harrow Mencap

CAPRA Canons Park Residents

Association

Harrow Nature Conservation Forum

Harrow St Mary's
Kenton Town FC
Parkfield Football Club
Parkfield Youth FC
Pinner Albion FC
St Josephs Youth FC
Stanmore Manor FC

Venceremos FC

Three Wishes Exiles

APB FC Lankians CC

Pinner Challengers CC
Pinner Cricket Club
South Harrow CC
Tamil Union CC
West Harrow CC

Yarl CC

Youth Wing CC

Culver Bowls Club Harrow Weald Bowls Club Pinner Bowls Club Stanmore Bowls Club Pinner & Grammarians Rugby Football Club

Equality Impact Assessment (EqIA) Template

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 assessment.

It will also help you to look at the EqIA Template with Guidance Notes to assist you in completing the EqIA.

Type of Project / Proposal:	Tick ✓	Type of Decision:	Tick ✓		
Transformation		Cabinet	✓		
Capital		Portfolio Holder			
Service Plan		Corporate Strategic Board			
Other MTFS	✓	Other			
Title of Project:	E&E 27 Hi	ghways verge grass cutting, moving from a three weekly to	a six weekly		
Directorate / Service responsible:	E&E				
Name and job title of lead officer: Mick Wynne					
Name & contact details of the other persons involved in the assessment:	David Corby, Andrew Smith, Sajni Durve				
Date of assessment:	13/01/2015				
Stage 1: Overview					
1. What are you trying to do? (Explain proposals e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)	Lourront regidential etreet convices budget et CO2 000				
2. Who are the main people / Protected Characteristics that	Residents	/ Service ✓ Partners Stakeholde	rs		

may be affected by your proposals? (✓ all that apply)	Users					
	Staff	✓	Age	✓	Disability	\checkmark
	Gender Reassignment		Marriage and Civil Partnership		Pregnancy and Maternity	
	Race		Religion or Belief		Sex	
	Sexual Orientation		Other			
 3. Is the responsibility shared with another directorate, authority or organisation? If so: Who are the partners? Who has the overall responsibility? How have they been involved in the assessment? 	No.					

Stage 2: Evidence / Data Collation

4. What evidence / data have you reviewed to assess the potential impact of your proposals? Include the actual data, statistics reviewed in the section below. This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys; complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated), you may need to include this as an action to address in your Improvement Action Plan at Stage 7)

239.056

Age (including carers of young/older people)

It is unlikely that this proposal will have a significant on this characteristic as this is more an aesthetic matter. However, in the rare event that pedestrians need to cross and there isn't hard surfacing or a crossing nearby, elderly / vulnerable residents may find it difficult if they are faced with the option of longer grass verge or a significant distance to get to the nearest crossing. Borough wide 2011 census data (see data below) shows that Harrow has a fairly significant elderly population with 14.1% over the age of 65.

Borough – wide age structure statistics from 2011 census

Age Structure

Harrow 2011 2011 2011 2011

Data % Rank - National Rank - London

All usual residents

0 - 4 15,916 6.7 76 24 5 - 7 9,007 3.8 40 14 8 - 9 5,414 2.3 87 16 10 - 14 14,590 6.1 96 9 15 3,131 1.3 83 8	
8 - 9 5,414 2.3 87 16 10 - 14 14,590 6.1 96 9	
10 - 14 14,590 6.1 96 9	
16 - 17 6,604 2.8 34 3	
18 - 19 5,369 2.2 192 20	
20 - 24 16,066 6.7 89 25	
25 - 29 19,345 8.1 47 23	
30 - 44 53,358 22.3 45 30	
45 - 59 44,579 18.6 277 8	
60 - 64 12,010 5 301 8	
65 - 74 17,420 7.3 287 5	
75 - 84 11,659 4.9 283 5	
85 - 89 2,982 1.2 288 7	
90 & over 1,606 0.7 252 8	
Average Age (Mean) 37.6 287 8	
Median Age 36 284 8	

In 24% (20,323) of Harrow's households one person has a long-term health problem or disability including dependant and no dependent children (please see table below). This equates to a 10% value across the population. The Environment Consultation results indicate 14% of respondents declaring a disability or health problem of which 9% refer to mobility issues.

Disability (including carers of disabled people)

It is unlikely that this proposal will have a significant on this characteristic as this is more an aesthetic matter. However, in the rare event that pedestrians need to cross and there isn't hard surfacing or a crossing nearby, residents with visual and/or mobility impairments may find it difficult if they are faced with the option of longer grass verge or a significant distance to get to the nearest crossing.

Adults not in Employment and Dependent Children and Persons with Long-term Health Problem or

	Harrow	2011	2011	2011	2011
	All households : 84,268	Data	%	Rank - National	Rank - London
	Households with:				
	No adults in employment with dependent children	3,675	4	116	24
	No adults in employment with no dependent children	18,788	22	324	15
	Dependent children of all ages	30,670	36	6	5
	Dependent children aged 0 - 4	12,435	15	24	13
	One person in household with a long-term health problem or disability: With dependent children	5,038	6	20	6
	One person in household with a long-term health problem or disability: No dependent children	15,285	18	293	10
	One or more person with a limiting long-term illness	N/A	N/A	N/A	N/A
Gender Reassignment	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Marriage / Civil Partnership	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Pregnancy and Maternity	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Race	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Religion and Belief	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Sex / Gender	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Sexual Orientation	No data collected. Unlikely to have an adverse dispropor	tionate effect			
Socio Economic	No data collected. Unlikely to have an adverse dispropor	tionate effect			

Who was consulted?	What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? (This may include further consultation with the affected groups, revising your proposals).
The consultation was carried out over the period 11 th September 2014 to 8 th November, 2014. The consultation has given all residents the opportunity to respond.	The consultation has been promoted widely through posters, articles in the press and the web. The consultation has had the most engagement in recent years and a variety of mechanisms to engage residents were taken forward: 100,000 Take part Booklets developed with survey distributed widely to stakeholder distribution list and through Harrow People 6000 booklets distributed as part of events Specific web pages relating to the consultation and online web survey 7 Roadshows and 10 Drop in sessions held across Harrow and attendance at 50 Community Group meetings across Harrow resulting in 361 face to face in depth	Survey Responses Specifically in relation to impacts of the proposed changes in the survey residents were specifically asked which impacts would affect them most as an individual/family and a further question asking which proposals would impact the community as a whole. The following were fed back in order as having the most impact: E&E sections include Impact on you and your family: 3. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste 4. Switch off some streetlights, or reduce the hours that they are on for Impact on the community as a whole 5. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste 6. Changes to parks maintenance 7. Relocation of beat sweepers from secondary shopping centres 8. Reduction in grass verge cutting The impact on the protected characteristics for each of these proposals has not been specifically collected however this will be explored in the individual Equality Impact Assessments if proposals are taken forward for further consideration.	Based on the findings from this consultation elected members will be making a decision on the proposals that are to be taken forward for individual consultation. All proposals that are being taken forward to consultation will have their own individual detailed EqIA. Councillors have confirmed that they will be taking forward a campaign for a fairer grant for Harrow.

conversations

Translated documents on the web and in hard copy

Easy read of the consultation booklet and survey

Information on Facebook, Twitter and 4 responses received by video However the proposals that have been highlighted by the community as ones with the most impact that will have an obvious impact on groups with protected characteristics because they are users of their services are:

- Cutting some support provided to older and disabled people in Harrow under the Supporting People programme and
- Close or reduce some of the Council's early support services to families, including Children's Centres.

Formal Letters

23 formal responses were received which included feedback that some of the proposals could have impacts on groups that sit within the protected characteristics. These letters are not related to Environment proposals

Petitions

15 Petitions were received and this included the following in relation to Environmental services:

- 1 petition about locking of park gates with 108 signatures

Harrow Youth Parliament

The Youth Parliament tailored their own survey in response to Take Part which was asking whether young people agreed with proposals and therefore no feedback on impact. There were 495 responses received by the Council. The young people also held a debate and within this there was some concern relating to closure of libraries as used by young people and people to avoid isolation.

6. What other (local, regional, national research, reports, media) data sources that you have used to inform this assessment?

List the Title of reports / documents and websites here.

Stage 3: Assessing Potential Disproportionate Impact

7. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

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

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, continue with the rest of the template.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.

NO - If you have ticked 'No' to all of the above, then go to **Stage 6**

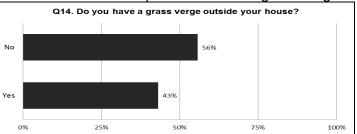
• Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 7

Stage 4: Collating Additional data / Evidence

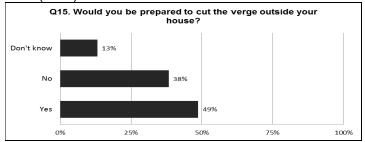
8. What additional data / evidence have you considered in relation to your proposals as a result of the analysis at Stage 3?

(include this evidence, including any data, statistics, titles of documents and website links here)

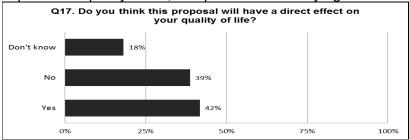
Around 4 out of 10 respondents have a grass verge outside their house (43%).



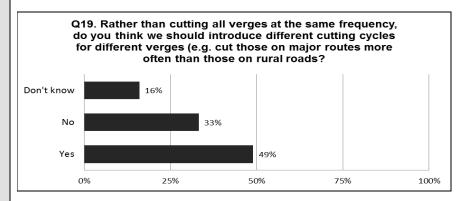
Half of those with verges (49%) would be prepared to cut the verge. Just over a third (38%) said no.



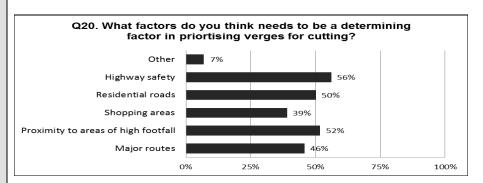
When asked about impact on quality of life from this proposal, 42% said it would impact their quality of life, compared to 39% saying it would not.



Respondents were asked their views on the introduction of different cutting cycles for different verges. Half of respondents (49%) agreed with this suggestion.



When considering this prioritisation, highway safety was the most frequent response (56%), followed by proximity to areas of high footfall (52%).



9. What further consultation have you undertaken on your proposals as a result of your analysis at Stage 3?

Who was consulted?

What consultation methods were used?

What do the results show about the impact on different groups / Protected Characteristics?

What actions have you taken to address the findings of the consultation?
(This may include further consultation

			with the affected groups, revising your proposals).
Community Champions Housing Tenants Key Community groups	An online survey supported by self-completion, plus hard copy questionnaires available at local libraries. The Community Engagement team publicised the web-link through the Community Champion network and key community organisations as well as publicising it on the Harrow website, events, and libraries. A sample of 520 has been achieved to date The survey is around 15 minutes in length, comprised of a mix of pre-coded and open ended questions.	When asked about impact on quality of life from this proposal, 42% said it would impact their quality of life, compared to 39% saying it would not. When considering this prioritisation, highway safety was the most frequent response (56%), followed by proximity to areas of high footfall (52%).	Consultation feedback has identified potential priorities for any targeted zonal cutting regimes if required Socio-economic and health impacts will be monitored using the Action Plans in the EqIAs
Staff	Members of staff were advised of the proposals that had staff impacts prior to the commencement of the Take Part and Cabinet reports proposing savings and took part in the Take Part Employee consultation. In addition, Trade Union colleagues have been given briefings prior to each Cabinet meeting agenda publication.	There will be a staff impact through the deletion of seven posts from the establishment. These posts are currently filled by agency workers so there will be no reduction in the number of permanent staff or redundancy but the reduction in posts may have an impact on remaining staff. There is also a wider impact on staff across the Council as the deletion of full time equivalent posts reduces the redeployment opportunities to displaced staff as the organisation progress its	E&E will work with the corporate Organisational Development team in mitigating this impact

	change programme.	

Stage 5: Assessing Impact and Analysis

10. What does your evidence 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?

if so state whet	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	Adverse <	Positive <	Explain what this impact is, how likely it is to happen and the extent of impact if it was to occur. Note – Positive impact can also be used to demonstrate how your proposals meet the aims of the PSED Stage 9	What measures can you take to mitigate the impact or advance equality of opportunity? E.g. further consultation, research, implement equality monitoring etc (Also Include these in the Improvement Action Plan at Stage 7)					
Age (including carers of young/older people)	✓		Longer grass could potentially cause a nuisance for residents, also may be hidden objects in longer grass. Impact on staff is a reduction in numbers – but does not disproportionately affect one or more protected characteristic.	Due to the fact that pedestrians are not expected to be walking on verges there is no direct implications The potential negative impacts are limited to aesthetics. Monitor Service Requests through the Council's 'Collective' computer system which is used to monitor the queries and response time to rectify.					
Disability (including carers of disabled people)	✓		Longer grass could potentially affect mobility for people with mobility and visual impairments. Impact on staff is a reduction in numbers – but does not disproportionately affect one or more protected characteristic.	Due to the fact that pedestrians are not expected to be walking on verges there is no direct implications The potential negative impacts are limited to aesthetics. Monitor Service Requests through the Council's 'Collective' computer system which is used to monitor the queries and response time to rectify.					
Gender Reassignment			No disproportionate adverse effect.						
Marriage and Civil Partnership			No disproportionate adverse effect.						
Pregnancy			No disproportionate adverse effect.						

and Maternity								
Race			No disproportionate adve	rse effect	•			
Religion or Belief			No disproportionate adve	rse effect				
Sex			No disproportionate adve	rse effect				
Sexual orientation			No disproportionate adve	rse effect				
	-		what else is happening wi		Yes		No	X
			ur proposals have a cumul	lative				
impact on a pa	rticular Prote	cted Characte	eristic?					
		racteristics co	ould be affected and what	is the				
potential impac								
_	-		what else is happening wi		Yes	X	No	
		•	nple national/local policy, a		If verges are left	untidy, this could	d devalue surround	ing properties.
•		•	mmunity tensions, levels of	-				
			individuals/service users so	OCIO				
economic, near	tn or an imp	act on commi	unity cohesion?					
If you what is	-ba natantial	impact and h	now likaky is to hannon?					
			now likely is to happen?			5		
	12. Is there any evidence or concern that the potential adverse impact identified may result in a Protected Characteristic being disadvantaged?							
•	•		for guidance on the defin				imisation and othe	r prohibited
conduct under	nduct under the Equality Act) available on Harrow HUB/Equalities and Diversity/Policies and Legislation							

Disability Age Marriage Gender Pregnancy and Religion and Sexual (including and Civil (including Race Sex Reassignment Maternity Belief Orientation carers) carers) Partnership Yes

Χ

Χ

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)

Χ

Χ

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

No

Χ

Χ

Χ

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)

If the analysis shows anawar conduct and a regislation, you should not proceed with the proposal. (Select outcome	1C +)
Stage 6: Decision	
13. Please indicate which of the following statements best describes the outcome of your EqIA (✓ tick one box only)	
Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality are being addressed.	Х
Outcome 2 – Minor adjustments to remove / mitigate adverse impact or advance equality have been identified by the EqIA. List the actions you propose to take to address this in the Improvement Action Plan at Stage 7	
Outcome 3 – Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality. In this case, the justification needs to be included in the EqIA 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 13a 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)	
13a. If your EqIA is assessed as outcome 3 or you have ticked 'yes' in Q12, explain your justification with full reasoning to continue with your proposals.	

Stage 7: Improvement Action Plan						
14. List below any actions you plan to take as a result of this Impact Assessment. This should include any actions identified throughout the EqIA.						
Area of potential adverse impact e.g. Race, Disability	Action required to mitigate	How will you know this is achieved? E.g. Performance Measure / Target	Target Date	Lead Officer	Date Action included in Service / Team Plan	

Disability & Age Possibility that the increased verge cutting frequency may affect appearance of streets and people with other mobility impairments and/or those with visual impairments	Monitor deployment of mobile and amend work schedules to meet variable demand. Monitor Service Requests through the Council's 'Collective' computer system which is used to monitor the queries and response time to rectify.	The Collective system captures all service requests and is used to monitor the response time to rectify.	Michael Wynne	

Stage 8 - Monitoring

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

- **15.** How will you monitor the impact of the proposals once they have been implemented? What monitoring measures need to be introduced to ensure effective monitoring of your proposals? How often will you do this? (Also Include in Improvement Action Plan at Stage 7)

 As well as in house monitoring through the creation of random inspections via the Collective system, further monitoring of street cleansing performance is undertaken by an independent external body on 3 occasions per year.

 A full breakdown of performance, causes of litter, land class performance is provided as part of the external monitoring and
- **16.** How will the results of any monitoring be analysed, reported and publicised? (Also Include in Improvement Action Plan at Stage 7)

 performance is provided as part of the external monitoring and assessment of cleansing performance. This will be reviewed and appropriate adjustments made.
- **17.** Have you received any complaints or compliments about the proposals being assessed? If so, provide details.

Stage 9: Public Sector Equality Duty

18. How do your proposals contribute towards 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	Advance equality of opportunity between	Foster good relations between people from
and victimisation and other conduct prohibited	people from different groups	different groups

by the Equality Act 2010					
N/a	N/a	N/a		N/a	
Stage 10 - Organisational sign Off (to be completed by Chair of Departmental Equalities Task Group) The completed EqIA needs to be sent to the chair of your Departmental Equalities Task Group (DETG) to be signed off.					
19 . Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?					
Signed: (Lead officer completing EqIA)	Mick Wynne	Signed: (Chair of	DETG)	Hanif Islam	
Date:	13/01/2015	Date:			
Date EqIA presented at the EqIA Quality Assurance Group	28/01/2015	Signature of ETG	Chair	PP Hanif Islam	

Appendix 1

Consultees

Afghan Association of London (Harrow)

Association of Senior Muslim Citizens

Gujarati Arya Association

Harrow Bengalee Association

Harrow Iranian Community Association (HICA)

Harrow Tamil Association

Indian Association of Harrow

Nepalese British Community UK

Pakistan Society of Harrow

Russian Immigrants Association

The Harrow African Caribbean Association (HACAS)

UK Asian Women's Conference (North London)

Harrow in Business (HiB)

Canons Community Association

Harrow Association of Disabled People

Harrow in Leaf

Middlesex Association for the Blind

Harrow Heritage Trust

North West London Lesbian & Gay Group (NWLLG)

Harrow Civic Residents' Association (HCRA)

Hatch End Association

HFTRA (Harrow Federation of Tenants' & Residents' Associations)

Harrow Association of Voluntary Service

Voluntary Action Harrow

Angolan Civic Communities Alliance (ACCA) Harrow

British Afghan Women's Society

Harrow Association of Somali Voluntary Organisations (HASVO)

Harrow Bengalee Association

Harrow Equalities Centre

Harrow Somali Cultural & Educational Association

Jaago Punjabi Women's Group

Pinner Association

Wealdstone Active Community

ADHD and Autism Support Harrow

Mind in Harrow

National Osteoporosis Society Middlesex Group

Rethink: Harrow Support Group

Friends of Bentley Priory Nature Reserve

Friends of Canons Park

Friends of West Harrow Park

Harrow Youth Parliament

Capable Communities Ltd.

The Wish Centre

The Stanmore Society

Bessborough Cricket Club

Harrow Rugby Football Club

Harrow St. Mary's Youth Football Club

Pinner Cricket Club

Pinnstars Football Club

Harrow Mencap

Harrow Over 50 club

Harrow Community Transport

Harrow Centre for Volunteering

Harrow Volunteer Centre

Harrow Women's Centre

Headstone Manor Youth Football Club

Parkfield Youth Football Club

Pinner Albion Football Club

Pinner Jewish Football Club

Stanmore Football Club

Age Concern Harrow

Harrow Mencap

CAPRA Canons Park Residents Association

Harrow Nature Conservation Forum

Harrow St Mary's

Kenton Town FC

Parkfield Football Club

Parkfield Youth FC

Pinner Albion FC

St Josephs Youth FC

Stanmore Manor FC

Three Wishes Exiles

Venceremos FC

APB FC

Lankians CC

Pinner Challengers CC

Pinner Cricket Club

South Harrow CC

Tamil Union CC

West Harrow CC

Yarl CC

Youth Wing CC

Culver Bowls Club

Harrow Weald Bowls Club

Pinner Bowls Club

Stanmore Bowls Club

Pinner & Grammarians Rugby Football Club

Equality Impact Assessment (EqIA) Template

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 assessment.

It will also help you to look at the EqIA Template with Guidance Notes to assist you in completing the EqIA.

Type of Project / Proposal:	Tick ✓	Type of Decision:	Tick ✓			
Transformation		Cabinet				
Capital						
Service Plan		Corporate Strategic Board				
Other MTFS	✓	Other				
Title of Project: Directorate / Service responsible:	E&E 34 Change mixed organic waste collection system with separate collection of food waste and introduce charges for garden waste from 1st October 2015. E&E					
Name and job title of lead officer:	Alan Whiti	ng				
Name & contact details of the other persons involved in the assessment:	David Cor	oy, Sajni Durve				
Date of assessment:	14/01/2015					
Stage 1: Overview	•					

Stage 1: Overview

1. What are you trying to do?

(Explain proposals e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)

The proposal is to alter the current garden waste recycling collection to a chargeable service. The introduction of charges for garden waste collections will enable protecting of key front line services such as social care. A number of Boroughs currently charge for this service and it is expected that more will follow in the near future etc. The new proposal will change the brown (organic waste) bin system to a separate free collection of food waste and a charged collection for garden waste.

Provision of a weekly food collection only to the 74,000 households the container will collect food waste separately for disposal to an AD facility.

Before introduction all users will receive a letter detailing the changes. Any language

	barriers will be mitigated by a well-designed and flexible communications strategy and action plans put in place.						
	Residents / Service Users	✓	Partners		Stakeholders		
	Staff		Age	✓	Disability	✓	
2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Gender Reassignment		Marriage and Civil Partnership		Pregnancy and Maternity	✓	
	Race		Religion or Belief		Sex		
	Sexual Orientation		Other				
 3. Is the responsibility shared with another directorate, authority or organisation? If so: Who are the partners? Who has the overall responsibility? How have they been involved in the assessment? 	No.						

Stage 2: Evidence / Data Collation

4. What evidence / data have you reviewed to assess the potential impact of your proposals? Include the actual data, statistics reviewed in the section below. This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys; complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated), you may need to include this as an action to address in your Improvement Action Plan at Stage 7)

Borough wide 2011 census data (see data below) shows that Harrow has a fairly significant elderly population with 14.1% over the age of 65. Pensioners on low income may have difficulty financing the new paid-for service. There may be difficulty for older people with mobility impairments and/or impaired vision to travel to the CA site, which is an option in order to avoid paying the charge.

Borough – wide age structure statistics from 2011 census

Age (including	carers	of	young/older
people)			

Harrow	2011	2011	2011
	Data	%	Rank - National
All usual residents	239,056		
0 - 4 5 - 7 8 - 9 10 - 14 15 16 - 17 18 - 19 20 - 24 25 - 29 30 - 44 45 - 59 60 - 64 65 - 74 75 - 84 85 - 89 90 & over	15,916	6.7	76
	9,007	3.8	40
	5,414	2.3	87
	14,590	6.1	96
	3,131	1.3	83
	6,604	2.8	34
	5,369	2.2	192
	16,066	6.7	89
	19,345	8.1	47
	53,358	22.3	45
	44,579	18.6	277
	12,010	5	301
	17,420	7.3	287
	11,659	4.9	283
	2,982	1.2	288
	1,606	0.7	252
Average Age (Mean)	37.6	.	287
Median Age	36		284

	In 24% (20,323) of Harrow's households one person dependant and no dependent children (please see to population. The Environment Consultation results in health problem of which 9% refer to mobility issues. If residents can't afford garden waste fees, the only may prove difficult for residents with mobility and visible to the control of the control	able below). ndicate 14% other option sual impairme	This equator of respond would be tents.	ates to a 10 lents declar to drop was	% value acrossing a disability			
	Harrow	2011	2011	2011	2011			
		Data	%	Rank - National	Rank - London			
Disability (including carers of disabled people)	All households	84,268						
	Households with:							
	No adults in employment with dependent children	3,675	4	116	24			
	No adults in employment with no dependent children	18,788	22	324	15			
	Dependent children of all ages	30,670	36	6	5			
	Dependent children aged 0 - 4	12,435	15	24	13			
	One person in household with a long-term health problem or disability: With dependent children	5,038	6	20	6			
	One person in household with a long-term health problem or disability: No dependent children	15,285	18	293	10			
	One or more person with a limiting long-term illness	N/A	N/A	N/A	N/A			
Gender Reassignment	No data collected. Unlikely to have an adverse dispropo	rtionate effect	-		•			

Marriage / Civil Partnership	No data collected. Unlikely to have an adverse disproportionate effect.
	No full data held however a recent survey indicates that 2% of responders have been pregnant and / or on maternity leave during the past 2 years.
Pregnancy and Maternity	If residents can't afford garden waste fees, the only other option would be to drop waste at CA site. This may prove difficult for residents affected by pregnancy and maternity.
Race	Data collected. Unlikely to have an adverse disproportionate effect.
Religion and Belief	Data collected. Unlikely to have an adverse disproportionate effect.
Sex / Gender	Data collected. Unlikely to have an adverse disproportionate effect.
Sexual Orientation	No data collected. Unlikely to have an adverse disproportionate effect.
Socio Economic	Some residents may not be able to afford the new proposed fees and therefore may need to travel to the CA site to dispose of garden waste. This may prove difficult for those who cannot afford the cost of travelling to the CA site. Furthermore, this may lead to an increased disposal of waste on streets which could lead to fly tipping, increased crime perception, infestations, blocking access and devaluing areas.

5. What consultation have you undertaken on your proposals?								
Who was consulted?	What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? (This may include further consultation with the affected groups, revising your proposals).					
The consultation was carried out over the period 11 th September 2014 to 8 th November, 2014. The consultation has given all residents the opportunity to respond.	The consultation has been promoted widely through posters, articles in the press and the web. The consultation has had the most engagement in recent years and a variety of mechanisms to engage residents were taken forward: 100,000 Take part Booklets developed with survey distributed widely to stakeholder distribution list and through Harrow People 6000 booklets distributed as part of events Specific web pages relating to the consultation and online web survey 7 Roadshows and 10 Drop in sessions held across Harrow and attendance at 50	Survey Responses Specifically in relation to impacts of the proposed changes in the survey residents were specifically asked which impacts would affect them most as an individual/family and a further question asking which proposals would impact the community as a whole. The following were fed back in order as having the most impact: E&E sections include Impact on you and your family: 5. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste 6. Switch off some streetlights, or reduce the hours that they are on for Impact on the community as a whole 9. Introducing a separate weekly food waste collection and charge for fortnightly collections of garden waste 10. Changes to parks maintenance 11. Relocation of beat sweepers from secondary shopping centres 12. Reduction in grass verge cutting The impact on the protected characteristics for each of these proposals has not been specifically collected however	Based on the findings from this consultation elected members will be making a decision on the proposals that are to be taken forward for individual consultation. All proposals that are being taken forward to consultation will have their own individual detailed EqIA. Councillors have confirmed that they will be taking forward a campaign for a fairer grant for Harrow.					
Harrow Council Equality Impact Assessment Template – Jan 2014								

Community Group meetings across Harrow resulting in 361 face to face in depth conversations

Translated documents on the web and in hard copy

Easy read of the consultation booklet and survey

Information on Facebook, Twitter and 4 responses received by video this will be explored in the individual Equality Impact
Assessments if proposals are taken forward for further
consideration. However the proposals that have been
highlighted by the community as ones with the most impact
that will have an obvious impact on groups with protected
characteristics because they are users of their services are:

- Cutting some support provided to older and disabled people in Harrow under the Supporting People programme and
- Close or reduce some of the Council's early support services to families, including Children's Centres.

Formal Letters

23 formal responses were received which included feedback that some of the proposals could have impacts on groups that sit within the protected characteristics. These letters are not related to Environment proposals

Petitions

No petitions were received in respects of this proposal.

Harrow Youth Parliament

The Youth Parliament tailored their own survey in response to Take Part which was asking whether young people agreed with proposals and therefore no feedback on impact. There were 495 responses received by the Council. The young people also held a debate and within this there was some concern relating to closure of libraries as used by young people and people to avoid isolation.

6. What other (local, regional, national research, reports, media) data sources that you have used to inform this assessment?

None

List the Title of reports / documents and websites here.

Stage 3: Assessing Potential Disproportionate Impact

7. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

		Age (including carers)	Disability (including carers)	Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Race	Religion and Belief	Sex	Sexual Orientation
Ye	!S	X	X			X				
No	0			Χ	Х		Х	X	Χ	X

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, continue with the rest of the template.

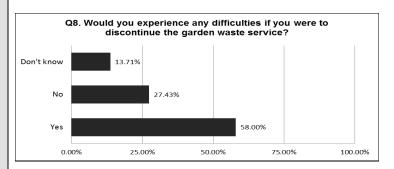
- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.

NO - If you have ticked 'No' to all of the above, then go to Stage 6

Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to
advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 7

Stage 4: Collating Additional data / Evidence

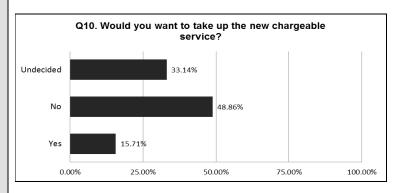
When asked if difficulties would be experienced if we were to discontinue the garden waste servcie, just over half (58%), said yes. (There is a high proportion of over 65s in this group)



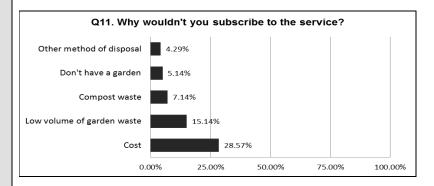
8. What additional data / evidence have you considered in relation to your proposals as a result of the analysis at Stage 3?

(include this evidence, including any data, statistics, titles of documents and website links here)

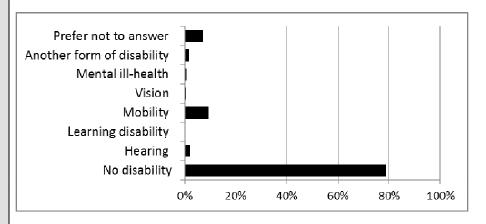
When asked if they would take up the new chargeable service, almost half of the responents (49%) said no, with a third undecided, and 16% saying yes. (There is a high proportion of under 45s white and asian in the NO group)



When asked why they wouldn't subscribe to this service, cost was the most frequent response, made by 29% of the sample. (High proportion of under 45s)



Are your day-to-day activities limited because of a health problem or disability which has lasted or is expected to last at least 12 months?



This equates to a 10% value across the population. The Environment Consultation results indicate 14% of respondents declaring a disability or health problem of which 9% refer to mobility issues.

9. What further consultation have you undertaken on your proposals as a result of your analysis at Stage 3?

Who was consulted? What consultation methods were What do the results show about What actions have you taken to

	used?	the impact on different groups / Protected Characteristics?	address the findings of the consultation? (This may include further consultation with the affected groups, revising your proposals).
Community Champions Housing Tenants Key Community groups	An online survey supported by self-completion, plus hard copy questionnaires available at local libraries. The Community Engagement team publicised the web-link through the Community Champion network and key community organisations as well as publicising it on the Harrow website, events, and libraries. A sample of 520 has been achieved to date The survey is around 15 minutes in length, comprised of a mix of pre-coded and open ended questions.	The results of the consultation underline the need for a comprehensive communications campaign relating to the service, careful consideration of a concessionary charging scheme and scalability of service provision to meet an uncertain level of demand. All of these factors will be considered during the development and implementation of the scheme	Consultation feedback has identified key priorities for charging mitigations.

Stage 5: Assessing Impact and Analysis

10. What does your evidence 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?

			Explain what this impact is, how likely it is to	What measures can you take to mitigate the
	Adverse	Positive	happen and the extent of impact if it was to occur.	impact or advance equality of opportunity? E.g.
Protected	/ laveise	1 OSICIVE		further consultation, research, implement equality
Characteristic	./		Note – Positive impact can also be used to	monitoring etc (Also Include these in the
	v	V	demonstrate how your proposals meet the aims of	Improvement Action Plan at Stage 7)
			the PSED Stage 9	

Age (including carers of young/older people)	✓	Pensioners on low income may have difficulty financing the new paid-for service. The only other option would be to drop waste at CA site. This may prove difficult for elderly / vulnerable residents.	Implement concessionary rates for low income retirees. Review operation of the scheme to explicitly consider mitigations for low income groups and update EQIA
Disability (including carers of disabled people)	✓	If residents can't afford garden waste fees, the only other option would be to drop waste at CA site. This may prove difficult for residents with mobility and visual impairments.	Implement concessionary rates for low income residents with impairments. Review operation of the scheme to explicitly consider mitigations for low income groups and update EQIA
Gender Reassignment		No disproportionate adverse impact.	
Marriage and Civil Partnership		No disproportionate adverse impact.	
Pregnancy and Maternity	✓	If residents can't afford garden waste fees, the only other option would be to drop waste at CA site. This may prove difficult for pregnant residents.	This is a low volume group. Monitor impact
Race		No disproportionate adverse impact.	
Religion or		No disproportionate adverse impact.	

Belief							
Sex			No disproportionate adverse impac	t.			
Sexual orientation			No disproportionate adverse impac	t.			
Socio Economic			There may be a general impact regability to afford the service. Althou disability are identified there may be disadvantaged	Review operation of the scheme to explicitly consider mitigations for low income groups and update EQIA			
			Change in working practice may hat to staff working practice	Undertake Health and Safety and method of work assessment prior to go-live Ensure correct training is delivered to staff			
11 Cumulati	ve Tmnact -	- Considerina	what else is hannening within the	Yes		No	X
11. Cumulative Impact – Considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on a particular Protected Characteristic? If yes, which Protected Characteristics could be affected and what is the potential impact?		765		110			
11a. Any Other Impact – Considering what else is happening within the				Yes		No	X
Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion?							
	•	•	how likely is to happen?				
12 Ic thora an	v ovidonco o	or concorn the	at the notantial adverce impact ident	tified may recult in	n a Drotoctod Cha	ractorictic hoing	dicadvantaged2

12. Is there any evidence or concern that the potential adverse impact identified may result in a Protected Characteristic 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) available on Harrow HUB/Equalities and Diversity/Policies and Legislation

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

13. Please indicate which of the following statements best describes the outcome of your EqIA (✓ tick one box only) Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality are being addressed. Outcome 2 – Minor adjustments to remove / mitigate adverse impact or advance equality have been identified by the EqIA. List the actions you propose to take to address this in the Improvement Action Plan at Stage 7 Outcome 3 – Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality. In this case, the justification needs to be included in the EqIA 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 13a 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) The results of the consultation underline the need for a comprehensive communications campaign relating to the service careful consideration of a communication of a communic

'yes' in Q12, explain your justification with full reasoning to continue with your proposals.

The results of the consultation underline the need for a comprehensive communications campaign relating to the service, careful consideration of a concessionary charging scheme and scaleability of service provision to meet an uncertain level of demand. All of these factors will be considered during the development and implementation of the scheme

Stage 7: Improvement Action Plan

14. List below any actions you plan to take as a result of this Impact Assessment. This should include any actions identified throughout the EqIA.

Area of potential adverse impact e.g. Race, Disability	Action required to mitigate	How will you know this is achieved? E.g. Performance Measure / Target	Target Date	Lead Officer	Date Action included in Service / Team Plan
Disability Age	Introduction of concessionary pricing	Service take-up	October 2015	Alan Whiting	
Pregnancy and Maternity	Monitor impact to this group	Monitor through the 'Waste Collector' computer system	October 2015	Alan Whiting	
Socio Economic	Review EQIA to clarify policy of introduction of concessionary pricing for the service	Delivery of revised EQIA	April 2015	Dave Corby	

Stage 8 - Monitoring

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

15. How will you monitor the impact of the proposals once they have been implemented? What monitoring measures need to be introduced to ensure effective monitoring of your proposals? How often will you do this? (Also Include in Improvement Action Plan at Stage 7)	In house monitoring through Service requests from the 'Waste Collector' computer system and Council complaints.			
16. How will the results of any monitoring be analysed, reported and	Internal monitoring			
publicised? (Also Include in Improvement Action Plan at Stage 7)				
17. Have you received any complaints or compliments about the	Full consultation analysis to be completed			
proposals being assessed? If so, provide details.				

Stage 9: Public Sector Equality Duty

18. How do your proposals contribute towards 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 Advance equality of opportunity between Foster good relations between people from and victimisation and other conduct prohibited people from different groups different groups by the Equality Act 2010 N/a N/a N/a Stage 10 - Organisational sign Off (to be completed by Chair of Departmental Equalities Task Group) The completed EqIA needs to be sent to the chair of your Departmental Equalities Task Group (DETG) to be signed off. **19.** Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan? Alan Whiting Signed: (Lead officer completing EqIA) Signed: (Chair of DETG) Hanif Islam 14/01/2015 Date: Date: Date EqIA presented at the EqIA PP Hanif Islam 28/01/2015 Signature of ETG Chair

Quality Assurance Group

Appendix 1 Consultees

Afghan Association of London (Harrow)

Association of Senior Muslim Citizens

Gujarati Arya Association

Harrow Bengalee Association

Harrow Iranian Community Association (HICA)

Harrow Tamil Association

Indian Association of Harrow

Nepalese British Community UK

Pakistan Society of Harrow

Russian Immigrants Association

The Harrow African Caribbean Association (HACAS)

UK Asian Women's Conference (North London)

Harrow in Business (HiB)

Canons Community Association

Harrow Association of Disabled People

Harrow in Leaf

Middlesex Association for the Blind

Harrow Heritage Trust

North West London Lesbian & Gay Group (NWLLG)

Harrow Civic Residents' Association (HCRA)

Hatch End Association

HFTRA (Harrow Federation of Tenants' & Residents' Associations)

Harrow Association of Voluntary Service

Voluntary Action Harrow

Angolan Civic Communities Alliance (ACCA) Harrow

British Afghan Women's Society

Harrow Association of Somali Voluntary Organisations (HASVO)

Harrow Bengalee Association

Harrow Equalities Centre

Harrow Somali Cultural & Educational Association

Jaago Punjabi Women's Group

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Wealdstone Active Community

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National Osteoporosis Society Middlesex Group

Rethink: Harrow Support Group

Friends of Bentley Priory Nature Reserve

Friends of Canons Park

Friends of West Harrow Park

Harrow Youth Parliament

Capable Communities Ltd.

The Wish Centre

The Stanmore Society

Bessborough Cricket Club

Harrow Rugby Football Club

Harrow St. Mary's Youth Football Club

Pinner Cricket Club

Pinnstars Football Club

Harrow Mencap

Harrow Over 50 club

Harrow Community Transport

Harrow Centre for Volunteering

Harrow Volunteer Centre

Harrow Women's Centre

Headstone Manor Youth Football Club

Parkfield Youth Football Club

Pinner Albion Football Club

Pinner Jewish Football Club

Stanmore Football Club

Age Concern Harrow

Harrow Mencap

CAPRA Canons Park Residents Association

Harrow Nature Conservation Forum

Harrow St Mary's

Kenton Town FC

Parkfield Football Club

Parkfield Youth FC

Pinner Albion FC

St Josephs Youth FC

Stanmore Manor FC

Three Wishes Exiles

Venceremos FC

APB FC

Lankians CC

Pinner Challengers CC

Pinner Cricket Club

South Harrow CC

Tamil Union CC

West Harrow CC

Yarl CC

Youth Wing CC

Culver Bowls Club

Harrow Weald Bowls Club

Pinner Bowls Club

Stanmore Bowls Club

Pinner & Grammarians Rugby Football Club