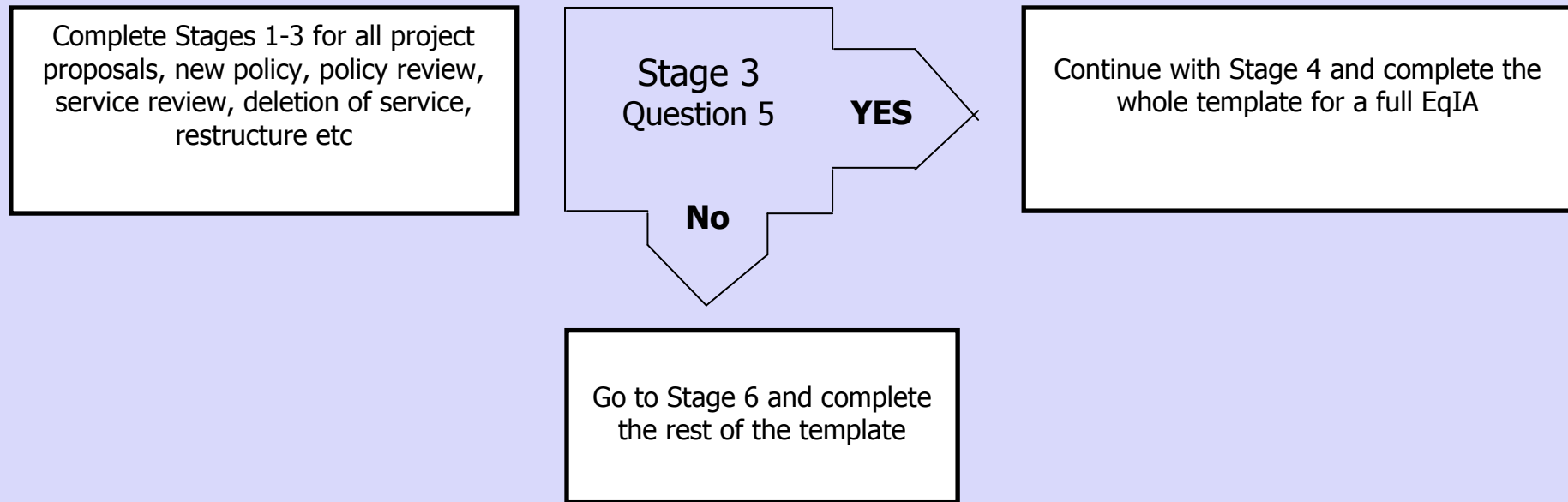


Equality Impact Assessment Template

The Council has revised and simplified its Equality Impact Assessment process (EqIA). There is now just one Template. Lead Officers will need to complete **Stages 1-3** to determine whether a full EqIA is required and the need to complete the whole template.



- In order to complete this assessment, it is important that you have read the Corporate Guidelines on EqIAs and preferably completed the EqIA E-learning Module.
- You are also encouraged to refer to the EqIA Template with Guidance Notes to assist you in completing this template.
- **SIGN OFF:** All EqIAs need to be signed off by your Directorate Equality Task Groups. EqIAs relating to Cabinet Reports need to be submitted to the EqIA Quality Assurance Group at least one month before your Cabinet Report date. This group meets on the first Monday of each month.
- Legal will NOT accept any reports without a fully completed, Quality Assured and signed off EqIA.

The EqIA Guidance, Template and sign off process is available on the Hub under Equality and Diversity

Equality Impact Assessment (EqIA) Template

Type of Decision: Tick ✓	<input type="checkbox"/>	Cabinet	<input type="checkbox"/>	Portfolio Holder	<input type="checkbox"/>	Other (explain)	<input type="checkbox"/>
Date decision to be taken:							
Value of savings to be made (if applicable):	(2015/16 £6k), 2016/17 £62k						
Title of Project:	CH2 Supporting People – Generic Floating Support Service						
Directorate / Service responsible:							
Name and job title of Lead Officer:	Jane Fernley, Head of Business Development and Transformation, Housing Department Jane.Fernley@harrow.gov.uk						
Name & contact details of the other persons involved in the assessment:	<p>Meghan Zinkewich-Peotti, Housing Strategy Project Manager, Business Development and Transformation, Housing Department Meghan.Zinkewich-Peotti@harrow.gov.uk</p> <p>Sandie Roberts, Safeguarding Assurance and Quality Services (SAQS) Contracts Manager, People Directorate Sandie.Roberts@harrow.gov.uk</p>						
Date of assessment (including review dates):	03/11/2015						

Stage 1: Overview

<p>1. What are you trying to do?</p> <p>(Explain your proposals here e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)</p>	<p>The proposal is to make savings to the Supporting People budget in relation to the Generic Floating Support Service through the contract renegotiation and service efficiencies.</p> <p>The service provides short term, intensive housing related support to people living independently in the community who need help to sustain that independent living e.g. claiming benefits, dealing with budgeting/tenancy/ housing matters. The categories of people supported include domestic abuse survivors, substance misuse, offenders and an armed forces/ homeless hostel and a generic category. People are referred to the service via a variety of agencies, the service is delivered by 3 different, specialist providers to a specification, and performance is monitored by the Council's Safeguarding, Assurance and Quality Services Contracts Team.</p> <p>A service review has identified scope for efficiencies by:</p>
---	--

	<ul style="list-style-type: none"> • Bringing a newly tendered contract into line with the existing pattern of service i.e. reducing the hours of support to reflect the service on the ground. There will be cost savings with no diminution of service. • Ensuring that service users are receiving appropriate support and that move-on plans are being followed through as intended. A recent review has identified that some service users have been receiving support for more than 2 years, instead of the short term intended. This is being addressed by the provider and service users needing more long term support are being moved on to other more appropriate services. This ensures that resources are being focussed on the right people and the service is brought back into line with the specification. • Negotiations with a third provider have resulted in some contract savings with no reduction in service or in the numbers supported. <p>The above measures achieve service efficiencies and cost savings and there should be no reduction in service outcomes. This will be monitored by the SAQS team and the budget holder.</p>					
<p>2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)</p>	Residents / Service Users	✓	Partners		Stakeholders	
	Staff	✓	Age	✓	Disability	✓
	Gender Reassignment	✓	Marriage and Civil Partnership	✓	Pregnancy and Maternity	✓
	Race	✓	Religion or Belief	✓	Sex	✓
	Sexual Orientation	✓	Other			
<p>3. Is the responsibility shared with another directorate, authority or organisation? If so:</p> <ul style="list-style-type: none"> • Who are the partners? • Who has the overall responsibility? • How have they been involved in the assessment? 	<p>See above – the Safeguarding Assurance and Quality Services (SAQS) team monitor the contracts</p> <p>Partners are the service providers (Look Ahead, SSAFA and Hestia) and they have been consulted on the need for savings and have made proposals which have resulted in the above savings.</p> <p>Jane Fernley – Head of Business Development and Transformation has budget responsibility</p>					

Stage 2: Evidence & Data Analysis

4. What evidence is available to assess the potential impact of your proposals? 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, press reports, letters from residents and complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated for any Protected Characteristic), you may need to include this as an action to address in your Improvement Action Plan at Stage 6)

Protected Characteristic	Evidence	Analysis & Impact																					
Age (including carers of young/older people)	<p>Harrow's population as at 2011: 6.7% of residents were aged four and under, 13.5% were aged 5 to 15, 65.7% were of working age (16 to 64) and 14.1% were aged 65 and over. 18% of Harrow's households are comprised solely of residents aged 65 and over.</p> <p>Profile of all Harrow Council Housing tenants as of 11 November 2014:</p> <table border="1" data-bbox="591 842 1146 1374"> <thead> <tr> <th>Age</th> <th>Number of tenants</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>0-15</td> <td>0</td> <td>0.0</td> </tr> <tr> <td>16 -24</td> <td>113</td> <td>2.1</td> </tr> <tr> <td>25 - 34</td> <td>441</td> <td>8.2</td> </tr> <tr> <td>35 -44</td> <td>895</td> <td>16.6</td> </tr> <tr> <td>45-54</td> <td>1315</td> <td>24.4</td> </tr> <tr> <td>55-64</td> <td>951</td> <td>17.6</td> </tr> </tbody> </table>	Age	Number of tenants	%	0-15	0	0.0	16 -24	113	2.1	25 - 34	441	8.2	35 -44	895	16.6	45-54	1315	24.4	55-64	951	17.6	<p>The current Generic Floating Support Service Users are of a range of ages, with the largest % being 40-54 followed by 55-64 and 30-39 years.</p> <p>The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
Age	Number of tenants	%																					
0-15	0	0.0																					
16 -24	113	2.1																					
25 - 34	441	8.2																					
35 -44	895	16.6																					
45-54	1315	24.4																					
55-64	951	17.6																					

65+	1,678	31.1
Total	5393	100.0

Profile of **Generic Floating Support Service Users** at Oct 2015:

Age	Number	%
16	0	0.0
17	0	0.0
18-19	0	0.0
20-29	15	11.9
30-39	30	23.8
40-54	43	34.1
55-64	34	27.0
65+	4	3.2
Total	126	100.0

Disability (including carers of disabled people)

In 2011 14.6% of **Harrow residents** identified themselves as having a limiting long term illness.

Profile of **Harrow Council Housing tenants** as of 11 November 2014:

Disability	Number of tenants	%
Yes	964	16.2
No	1,484	24.9

The current Generic Floating Support Service Users have a range of disabilities and needs, with some service users presenting with more than one disability, vulnerability or need.

The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.

Prefer not to say	29	0.5
Unknown	3,471	58.4
Total	5948	100.0

Profile of **Generic Floating Support Service Users** at Oct 2015:

Disability and other needs	Number
Older people with support needs	2
Older people mental health	1
Frail elderly	0
Mental health problems	21
Learning disabilities	6
Physical or sensory disability	13
Single homeless with support	0
Alcohol problems	8
Drug problems	5
Offenders or at risk of offending	0
Mentally disordered offenders	4
Young people at risk	0

	Young people leaving care	0	
	Women at risk of domestic violence	1	
	People with HIV/AIDS	0	
	Homeless families with support	4	
	Refugees	0	
	Teenage parents	0	
	Rough Sleeper	2	
	Traveller	0	
	Complex needs	81	
Gender Reassignment	There is limited data held about this protected characteristic for the population and in relation to this service.		The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.
Marriage / Civil Partnership	There is limited data held about this protected characteristic for the population and in relation to this service.		The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.
Pregnancy and Maternity	There is limited data held about this protected characteristic for the population and in relation to this service.		The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.

Race	<p>Harrow's population as at 2011: 44% of Harrow's usual resident population is Asian, sub-categorised as White/Asian (1.4%) Indian (26.4%) Pakistani (3.3%) Bangladeshi (0.6%) Chinese (1.1%) Other Asian (11.3%) (mainly Sri Lankan and Tamil).</p> <p>42.2% of Harrow's usual resident population is White, sub-categorised as British (30.9%) Irish (3.1%) Gypsy/Irish Traveller (0.1%) Other (8.2%) (mainly from other parts of Europe, with a large proportion from Eastern Europe, particularly Romania and Poland).</p> <p>9.7% (23,105) of Harrow's usual resident population is Black, sub-categorised as White/Black Caribbean (1%) White/Black African (0.4%) Black African (3.6%) Black Caribbean (2.8%) Other Black (1.8%).</p> <p>4.1% of residents were included in the Arab and Other grouping.</p> <p>Profile of Harrow Council Housing tenants as of 11 November 2014:</p> <table border="1"> <thead> <tr> <th>Race/Ethnicity</th> <th>Number</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Asian/Asian British/Other Asian</td> <td>1037</td> <td>23.1</td> </tr> <tr> <td>Black/Black British/Other Black</td> <td>81</td> <td>1.8</td> </tr> <tr> <td>Other Ethnic Group</td> <td>175</td> <td>3.9</td> </tr> <tr> <td>Mixed</td> <td>149</td> <td>3.3</td> </tr> <tr> <td>White/Other White</td> <td>2448</td> <td>54.5</td> </tr> <tr> <td>Prefer not to say</td> <td>600</td> <td>13.4</td> </tr> <tr> <td>Total</td> <td>4490</td> <td>100.0</td> </tr> </tbody> </table> <p>Profile of Generic Floating Support Service Users at Oct 2015:</p> <table border="1"> <thead> <tr> <th>Race/Ethnicity</th> <th>Number</th> <th>%</th> </tr> </thead> <tbody> </tbody> </table>	Race/Ethnicity	Number	%	Asian/Asian British/Other Asian	1037	23.1	Black/Black British/Other Black	81	1.8	Other Ethnic Group	175	3.9	Mixed	149	3.3	White/Other White	2448	54.5	Prefer not to say	600	13.4	Total	4490	100.0	Race/Ethnicity	Number	%	<p>The current Generic Floating Support Service Users are predominantly White, followed by Asian as the next largest group.</p> <p>The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
	Race/Ethnicity	Number	%																										
Asian/Asian British/Other Asian	1037	23.1																											
Black/Black British/Other Black	81	1.8																											
Other Ethnic Group	175	3.9																											
Mixed	149	3.3																											
White/Other White	2448	54.5																											
Prefer not to say	600	13.4																											
Total	4490	100.0																											
Race/Ethnicity	Number	%																											

	Asian/Asian British/Other Asian	30	23.8																																					
	Black/Black British/Other Black	12	9.5																																					
	Other Ethnic Group	6	4.8																																					
	Mixed	2	1.6																																					
	White/Other White	61	48.4																																					
	Prefer not to say	15	11.9																																					
	Total	126	100																																					
Religion and Belief	<p>Harrow's population as at 2011: 37.3% of residents identify as Christian, 25.3% as Hindu, 12.5% as Muslim and 4.4% as Jewish. 4.8% of Harrow's residents are followers of all other religions (such as Sikhs and Buddhists). 9.6% have no religion.</p> <p>Profile of Harrow Council Housing tenants as of 11 November 2014:</p> <table border="1"> <thead> <tr> <th>Religion or Belief</th> <th>Number</th> </tr> </thead> <tbody> <tr> <td>Agnostic</td> <td>231</td> </tr> <tr> <td>Baha'I</td> <td>0</td> </tr> <tr> <td>Buddhism</td> <td>0</td> </tr> <tr> <td>Christianity</td> <td>76</td> </tr> <tr> <td>Hinduism</td> <td>112</td> </tr> <tr> <td>Humanist</td> <td>0</td> </tr> <tr> <td>Islam</td> <td>408</td> </tr> <tr> <td>Jainism</td> <td>16</td> </tr> <tr> <td>Judaism</td> <td>20</td> </tr> <tr> <td>Rastafarian</td> <td>0</td> </tr> <tr> <td>Sikhism</td> <td>7</td> </tr> <tr> <td>Zoroastrian</td> <td>0</td> </tr> <tr> <td>No religion</td> <td>0</td> </tr> <tr> <td>Other Religion</td> <td>46</td> </tr> <tr> <td>Prefer not to say</td> <td>129</td> </tr> <tr> <td>Blank</td> <td>4874</td> </tr> <tr> <td>Total</td> <td>5688</td> </tr> </tbody> </table>			Religion or Belief	Number	Agnostic	231	Baha'I	0	Buddhism	0	Christianity	76	Hinduism	112	Humanist	0	Islam	408	Jainism	16	Judaism	20	Rastafarian	0	Sikhism	7	Zoroastrian	0	No religion	0	Other Religion	46	Prefer not to say	129	Blank	4874	Total	5688	<p>The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
	Religion or Belief	Number																																						
	Agnostic	231																																						
	Baha'I	0																																						
	Buddhism	0																																						
	Christianity	76																																						
	Hinduism	112																																						
	Humanist	0																																						
	Islam	408																																						
	Jainism	16																																						
	Judaism	20																																						
	Rastafarian	0																																						
	Sikhism	7																																						
	Zoroastrian	0																																						
	No religion	0																																						
	Other Religion	46																																						
	Prefer not to say	129																																						
Blank	4874																																							
Total	5688																																							

There is limited data held about this protected characteristic in relation to this service.

Profile of **Harrow Council Housing tenants** as of 11 November 2014:

Sex (Gender)	Number of tenants	%
Female	3,730	63.1
Male	2,184	36.9
Total	5,914	100.0

Profile of **Generic Floating Support Service Users** at Oct 2015

Sex (Gender)	Number of tenants
Female	68
Male	57
Refused	1
Total	126

More than half of the current Generic Floating Support Service Users are female.

The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.

There is limited data held about this protected characteristic for the population and in relation to this service.

The above proposals should not result in a reduction in service. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there

Sex / Gender

Sexual Orientation

Profile of **Harrow Council Housing tenants** as of 11 November 2014:

Sexual Orientation	Number of tenants	%
Heterosexual	2,107	85.5
Bisexual	22	0.9
Gay man	8	0.3
Gay woman / Lesbian	4	0.2
Prefer not to say	324	13.1
Total	2,465	100.0

will be a disproportionate, adverse impact on this protected characteristic.

Stage 3: Assessing Potential Disproportionate Impact

5. 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	√	√	√	√	√	√	√	√	√

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 6

Stage 4: Further Consultation / Additional Evidence

6. 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? E.g. revising your proposals

Stage 5: Assessing Impact

7. What does your evidence tell you about the impact on the different Protected Characteristics? Consider whether the evidence shows potential for differential impact, if so state whether this is a positive or an adverse impact? If adverse, is it a minor or major impact?

Protected Characteristic	Positive Impact ✓	Adverse Impact		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 7	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 6)
		Minor ✓	Major ✓		

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 orientation					

8. 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	

9. Any Other Impact – Considering 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 yes, what is the potential impact and how likely is it to happen?	Yes		No	

Stage 6 – Improvement Action Plan

List below any actions you plan to take as a result of this Impact Assessment. These should include:

- Proposals to mitigate any adverse impact identified
- Positive action to advance equality of opportunity
- Monitoring the impact of the proposals/changes once they have been implemented
- Any monitoring measures which need to be introduced to ensure effective monitoring of your proposals? How often will you do this?

Area of potential adverse impact e.g. Race, Disability	Proposal to mitigate adverse impact	How will you know this has been achieved? E.g. Performance Measure / Target	Lead Officer/Team	Target Date
All	We will monitor the service to check for any impact and endeavour to fill gaps in equalities data that currently exist	Annual data reports	SAQS	April 2017

Stage 7: Public Sector Equality Duty

- 10.** How do your proposals meet the Public Sector Equality Duty (PSED) which requires the Council to:
1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
 2. Advance equality of opportunity between people from different groups
 3. Foster good relations between people from different groups

The service is accessed by a range of routes. Regular monitoring will ensure equal access is being achieved. Independent living and tenancy sustainment fosters good relations within communities.

Stage 8: Recommendation

11. 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 of opportunity are being addressed.	✓
Outcome 2 – Minor Impact: Minor adjustments to remove / mitigate adverse impact or advance equality of opportunity have been identified by the EqIA and these are listed in the Action Plan above.	
Outcome 3 – Major Impact: Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality of opportunity. 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 Q12 below)	

<p>12. If your EqIA is assessed as outcome 3 explain your justification with full reasoning to continue with your proposals.</p>	
--	--

Stage 9 - Organisational sign Off

<p>13. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?</p>			
<p>Signed: (Lead officer completing EqIA)</p>	<p><i>Jane Fenby -</i></p>	<p>Signed: (Chair of DETG)</p>	<p><i>Harif Islam</i></p>
<p>Date:</p>	<p>4/11/15</p>	<p>Date:</p>	<p>26/11/2015</p>
<p>Date EqIA presented at the EqIA Quality Assurance Group (if required)</p>	<p>Signature of DETG Chair</p>		<p><i>Harif Islam</i></p>