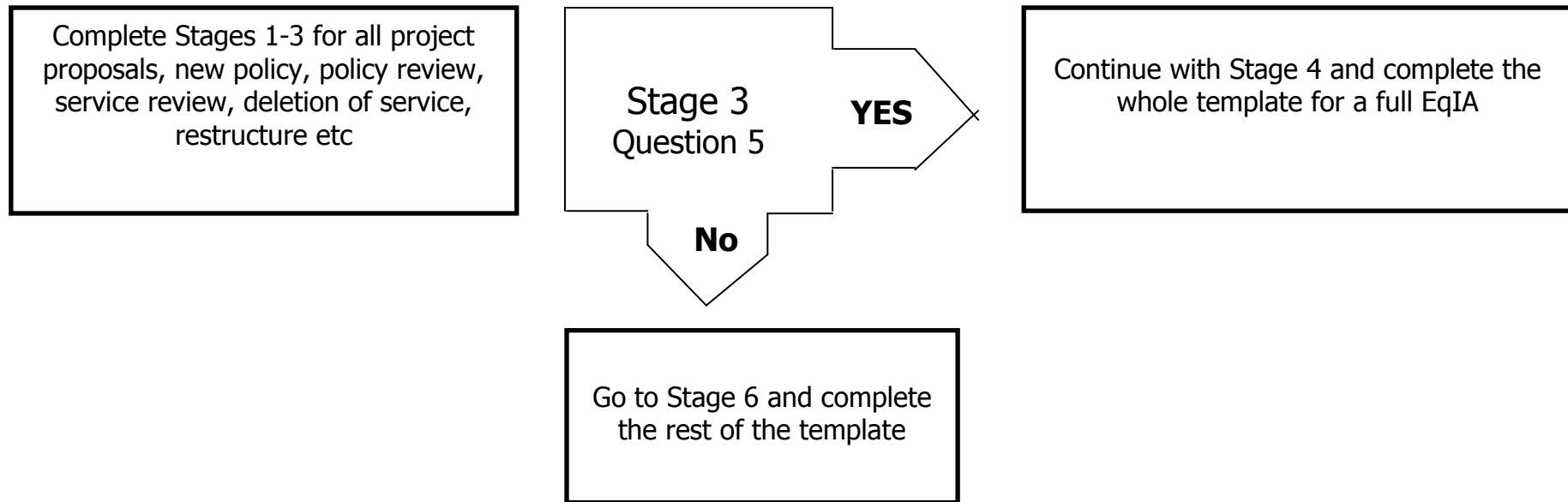


Equality Impact Assessment Template

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 ✓	X	Cabinet		Portfolio Holder		Other (explain)	
Date decision to be taken:	December 2016						
Value of savings to be made (if applicable):	£48k 17/18 com s04						
Title of Project:	Sports and Physical Activity						
Directorate / Service responsible:	Community Directorate						
Name and job title of Lead Officer:	Simon Baxter, Divisional Director – Community and Culture						
Name & contact details of the other persons involved in the assessment:	Tim Bryan, Service Manager – Libraries, Sport and Leisure						
Date of assessment (including review dates):	26/10/16						

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>There are two options to save costs in this area:</p> <p>Option 1 – Cessation of all activities In 2015-16 the Sports Development Team has reduced from 2 FTE to 1 FTE as part of an MTFs saving. This option looks at the deletion of the remaining Sports Development Coordinator post, 1 FTE graded at G10. This would leave Harrow with no sports development activity and completely reduce the ability for the borough to attract external funding to support sports and physical activity. To date the Sports Development Coordinator post has delivered a continuous improvement in adult participation in sports and physical activity (which is still low in Harrow in comparison to London averages) and c£198k in external grant funding since 2012. The Harrow Sportivate fund for 2016-17 is £19k. The Sports Development Coordinator post is also responsible for co-ordinating Harrow’s participation in the London Youth Games which would be at risk if the post was deleted. Under the terms of the current agreement with London Councils the Council is required to give two years notice of the intention to withdraw from the Games, with the £10k annual membership fee being due for the two year notice period. The current post also has a key role in communication and co-ordination with the Harrow Community Sports & Physical Activity network which brings together key external providers in the borough to deliver joint programmes, seek joint funding etc.</p> <p>Option 2 – Explore alternative funding Retaining the post of Sports Development Co-ordinator by exploring alternative funding opportunities including the use of S106 funding and funding the post by working</p>
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	together with other funding partners.					
2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	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			
3. Is the responsibility shared with another directorate, authority or organisation? If so: <ul style="list-style-type: none"> Who are the partners? Who has the overall responsibility? How have they been involved in the assessment? 	N/A					

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>London Youth Games – Competition for 7to 17 year olds – The age breakdown in 2014 was: 8-10 year olds = 7, 11-15 year olds = 336, 16-18 year olds = 70.</p> <p>The Sportivate Programme is a programme for 11 to 25 year olds. 949 young people were engaged in the programme in 2014-15. In Q1 (April to June 2014) the age breakdown was as follows: 11-13 year olds = 234,</p>	<p>Option 1 - The proposal is likely to have a high potential impact on children aged 11 to 18 as this is the age of the majority of London Youth Games and Sportivate participants.</p> <p>The proposal would have a minor impact on staff aged between 25 and 34 years old.</p>

	<p>11-13 year olds = 148, 14-16 year olds = 72, 17-18 year olds = 14, 19-21 year olds = 0, 22-25 year olds = 0</p> <p>Sports Development consists of 1 FTEs. The member of staff is aged between 25 and 34 years old.</p>	<p>Option 2 – Further preparatory work is needed.</p>
Disability (including carers of disabled people)	<p>London Youth Games – Some of the competitions are specifically for children with a disability.</p> <p>The member of staff in the sports development team does not have a disability.</p>	<p>Option 1 - The proposal is likely to have a minor potential negative impact on people with a disability due to the fact that some of the competitions in the London Youth Games are specifically for children with a disability.</p> <p>Option 2 – Further preparatory work is needed.</p>
Gender Reassignment	No evidence currently available.	
Marriage / Civil Partnership	No evidence currently available.	
Pregnancy and Maternity	No evidence currently available	
Race	<p>London Youth Games – The ethnic breakdown in 2015-16 was: Asian/Asian British = 180, Any White Background = 161, Mixed Background = 97, Other Ethnic Group = 13.</p> <p>Sportivate – The ethnic breakdown for Q1 2014-15 (April to June 2014) was: White = 98, Mixed = 30, Asian = 73, Black = 29, Other = 3</p> <p>Sports Development consists of 1 FTEs. The member of staff is British Indian.</p>	<p>Option 1 - The proposal is likely to have a potential negative impact on children of particular races who participate in London Youth Games and Sportivate. The majority of participants are from 3 ethnic groups.</p> <p>The proposal would have a minor impact on staff with a British Indian background.</p> <p>Option 2 – Further preparatory work is needed.</p>

Religion and Belief	<p>The religions and beliefs of participants in the various sports programmes organised by the Sports Development team is not known.</p> <p>Sports Development consists of 1 FTEs. The member of staff's religion is Sikh.</p>	<p>Option 1 - The proposal would have a minor impact on staff whose religion is Sikh.</p> <p>Option 2 – Further preparatory work is needed.</p>
Sex / Gender	<p>London Youth Games 2015-16 – There were 429 male and 283 female participants.</p> <p>Sportivate – In Q1 2014-15 (April to June 2014) 68 participants were male and 166 participants were female.</p> <p>Sports Development consists of one male member of staff,</p>	<p>Option 1 - The proposal is likely to have a potential minor negative impact on this protected characteristic. There were more male participants than females in the London Youth Games in 2015-16, although the participants in Sportivate in Q1 2014-15 were predominately female.</p> <p>The proposal would have a minor impact on male staff.</p> <p>Option 2 – Further preparatory work is needed.</p>
Sexual Orientation	<p>No evidence currently available.</p>	<p>The proposal is likely to have a neutral impact as the majority of the participants in the sports programmes delivered are school children.</p> <p>Option 2 –Further preparatory work is needed.</p>

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
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Yes option 1	✓	✓				✓		✓	
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)		√		<p>Option 1 - The proposal is likely to have a high potential impact on children aged 11 to 18 as this is the age of the majority of London Youth Games and Sportivate participants.</p> <p>Option 2 – Further preparatory work is needed.</p>	<p>Option 1 - Children with sporting talent will still be able to participate in the School Games competition and in regional competitions through local clubs.</p> <p>Children wanting to take up an interest in a sport further can be signposted to a local club by their school or by visiting the Get Active London website.</p>
Disability (including carers of disabled people)		√		<p>Option 1 - The proposal is likely to have a minor potential negative impact on people with a disability due to the fact that some of the competitions in the London Youth Games are specifically for children with a disability.</p> <p>Option 2 – Further preparatory work is needed.</p>	<p>Option 1 - Organisations such as Aspire, Mencap, and Kingfisher Swimming Club would be able to work with NGBs and schools to signpost children to sporting opportunities and progression routes.</p>
Gender Reassignment				<p>No adverse impact identified</p> <p>Option 2 – Further preparatory work is needed.</p>	
Marriage and Civil Partnership				<p>No adverse impact identified</p> <p>Option 2 – Further preparatory work is needed.</p>	
Pregnancy and Maternity				<p>No adverse impact identified</p> <p>Option 2 – Further preparatory work is needed.</p>	
Race		√		<p>Option 1 - The proposal is likely to have a potential minor negative impact on children of particular races who participate in London Youth Games and Sportivate. The majority of participants are from 3 ethnic groups.</p>	<p>Option 1 - Children wanting to progress an interest in a particular sport can be signposted to a local club through their school or by visiting the Get Active London website.</p>

				Option 2 – Further preparatory work is needed.				
Religion or Belief				No adverse impact identified Option 2 – Further preparatory work is needed.				
Sex		√		Option 1 - There were more male participants than females in the London Youth Games in 2015-16. In Q1 2014-15 59% of participants in Sportivate were female. Option 2 – Further preparatory work is needed.	Option 1 - Children of both sexes wanting to take up an interest in a sport further can be signposted to a local club their school or by visiting the Get Active London website.			
Sexual orientation				No adverse impact identified Option 2 – Further preparatory work is needed.				
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	
					The reduction in the grants available to voluntary organisations including sports clubs could reduce the clubs capacity to provide sporting opportunities in the future.			
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	
					Welfare reform could make the cost of sporting participation more prohibitive for young people and those with a disability if grant funded programmes are no longer available.			

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
Age, Race, Disability and Sex	<p>Engage with Council colleagues from the Harrow School Improvement Partnership to ensure that schools have relevant information about local sports clubs and organisations that children can be directed to if they wish to pursue their interest in a particular sport.</p> <p>Engage with local sports clubs through the Harrow Community Sport and Physical Activity Network (CSPAN) to ensure that they are aware of the changes to the Sports Development Team and alternative plans can be put in place</p>	<p>When relevant information has been shared including details of local sports clubs</p> <p>When this has been raised as an agenda item at a CSPAN meeting.</p>	<p>Tim Bryan</p> <p>Tim Bryan</p>	<p>March 2017</p> <p>March 2017</p>
Disability	Engage with local disability sports organisations to ensure that sports opportunities for those with a	When engagement with relevant organisations has taken place and actions put in	Tim Bryan	March 2017

	disability are still publicised to schools, sports clubs leisure facilities, and community groups.	place to ensure information of sporting opportunities is made available.		

Stage 7: Public Sector Equality Duty

<p>10. How do your proposals meet the Public Sector Equality Duty (PSED) which requires the Council to:</p> <ol style="list-style-type: none"> 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 	<p>Mitigations have been identified to reduce the potential negative impacts. This EIA will be reviewed once the proposal is rolled out.</p>
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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.	
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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.	✓
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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)	
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12. If your EqIA is assessed as outcome 3 explain your justification with full reasoning to continue with your proposals.	
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Stage 9 - Organisational sign Off

13. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?	Reviewed by the Chair of the DETG and will be reviewed as part of the Cabinet process.
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Signed: (Lead officer completing EqIA)	T. Bryan	Signed: (Chair of DETG)	Dave Corby
Date:	26/10/16	Date:	27/10/2016
Date EqIA presented at the EqIA Quality Assurance Group (if required)		Signature of DETG Chair	