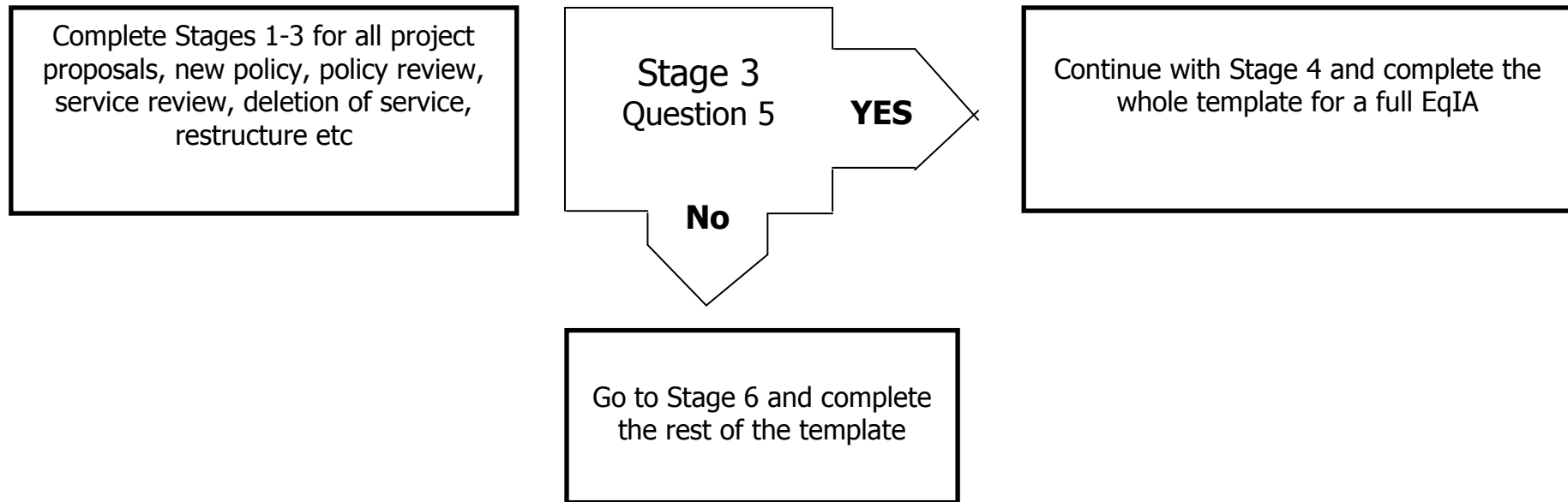


Appendix B - Equality Impact Assessment Template

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.
- Legal will NOT accept any report 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 ✓		Cabinet		Portfolio Holder		Other (explain)	Council following Overview & Scrutiny Committee and Cabinet
Date decision to be taken:	30 November 2017						
Value of savings to be made (if applicable):	Not applicable						
Title of Project:	Youth Justice Plan						
Directorate / Service responsible:	Paul Hewitt Divisional Director Children and Young People Services						
Name and job title of Lead Officer:	Errol Albert, Head of Service: – 07766251758						
Name & contact details of the other persons involved in the assessment:	Errol Albert: Head of Service: – 07766251758 or x 2321 Aman Sekhon-Gill: Team Manager - Youth Offending Team x 6755 Mital Vagdia: People Services Commissioner x6418						
Date of assessment (including review dates):							
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>Cabinet is requested to consider Harrow’s statutory Youth Justice Plan (YJ Plan) and recommend it for approval by Full Council.</p> <p>There is a requirement to ensure a statutory Youth Justice Plan is produced annually and monitored by the Council. The Youth Justice Plan highlights the key challenges and priorities for 2017-18 and a detailed Annual Report outlining progress made in 2016-17. The Youth Offending Team engages in a wide variety of work with young people who offend (those aged between 10-17 years) in order to achieve the three</p>						

outcome indicators. The Youth Offending Team supervises young people who have been ordered by the court to serve sentences in the community or in the secure estate, and provides a range of interventions to help young people make effective and sustainable changes to prevent them from further offending.

The Youth Justice Board (YJB) has set three national outcome indicators for all Youth Offending Teams:

- To reduce the number of First Time Entrants (FTE) to the Youth Justice System
- To reduce Re-offending
- To reduce the Use of Custody

The prevention of offending and re-offending and anti-social behaviour by children and young people is a priority for all partners in Harrow, we believe this is best achieved through effective collaborative working. The Harrow Youth Offending Team (HYOT) sits within the Peoples Directorate in the council. The Youth Offending Team is therefore represented throughout children's services strategic and operational groups and influences strategic planning for children and young people who offend or are at risk of offending.

Overall youth crime in Harrow has been variable but the general trend is a gradual decrease in numbers of orders, offences committed and numbers of young people committing offences. Figures dipped considerably in 2014/15 to 105 individuals committing crime; this had risen in 2015/16 to 159 but has since fallen in 2016/17 to 129.

Harrow YOT has seen good progress in reducing its re-offending rates compared to the previous year. There has been a 5% reduction in re-offending. This level of reduction is not reflected in comparator figures which are only showing minimal changes.

First Time Entrants (FTE's) have reduced by 8% but is still slightly higher than YOT family and London averages which have also decreased.

Harrow's use of custody rate was previously lower than all comparators at 0.26 but has increased to 0.34 (increase of 0.8). This is in contrast to a reduction in comparator figures. Harrow is now above YOT family averages for use of custody but lower than London and National averages.

This Equality Impact Assessment (EqIA) is being carried out to ensure that the needs

	of all current and potential service users are being met and that the service is improving outcomes for all equality groups. The EqIA covers a wide breadth of the Youth Offending Teams' work.					
2. Who are the main groups / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Residents / Service Users	✓	Partners	✓	Stakeholders	✓
	Staff	x	Age	✓	Disability	✓
	Gender Reassignment	x	Marriage and Civil Partnership	x	Pregnancy and Maternity	x
	Race	✓	Religion or Belief	✓	Sex	✓
	Sexual Orientation	x	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? 	<p>All Council Directorates, including Environmental Crime, Community Safety, and Children's Services (YOT, Early Intervention), Domestic and Sexual Violence, Safeguarding Adults Services, Housing, Public Health, Police, Local Safeguarding Children's Board, Probation, Community Rehabilitation Services, MOPAC, Health partners and London Fire Brigade.</p> <p>The Youth Justice Plan was endorsed for 3 years from 2015-2018 by the Youth Justice Board, the Youth Offending Management Board as well as the Local Authority Crime and Disorder Partnership (Safer Harrow), Cabinet and Overview and Scrutiny. The Youth Justice Plan has been updated for 2017-2018 and provides a detailed annual report of the progress made.</p>					
Stage 2: Evidence & Data Analysis						
<p>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.</p> <p>(Where you have gaps (data is not available/being collated for any Protected Characteristic), you should include this as an action to address in your Improvement Action Plan at Stage 6)</p>						

Protected Characteristic	Evidence	Analysis & Impact
Age (including carers of young/older people)	<p>20.6% of Harrow's residents are under 16. 64.5% of Harrow's population are of working age (16 to 64) and 14.9% of Harrow's residents are 65 or older.</p> <p>17 year olds made up 25.8% of the triage starts, followed by 15 and 16 year olds (22.7%), 18 year olds (13.6%), 14 year olds (9.1%)</p> <p>Over the past 4 years the numbers of first time entrants have varied with 55 in 2014/15, 73 in 2015/16 and 66 in 2016/17. The most recent figure of 66 represents a 9.6% decrease on the previous year's figure of 73.</p>	<p>All referrals to the service are monitored by age. While the Youth Justice Plan is primarily geared towards working with young people aged 10 - 17 (the statutory age for juvenile criminality) it also works with parents/carers of young people and carries out preventative work with young people below the age of 10.</p> <p>The service has age focussed programmes to take into account the different needs of service users. For example, the Cognitive Behavioural programme 'Teen Talk' is aimed at younger members of the cohort. 'Changing Offending behaviour is resources for promoting positive change, SMART thinking and Knife Possession Prevention Programme KPPP are also used to support young people.</p> <p>The Youth Justice Plan aims to improve life chances for young people who have offended or who are at risk of offending. It is therefore intended to have a positive impact on this age group. In particular, the service focuses on changing attitudes, behaviours and mind-sets among young offenders and therefore is intended to have a positive impact on young people in Harrow.</p>
Disability (including carers of disabled people)	<p>Currently data is not available but can be if required at a later date</p> <p>The service has historically had a very low proportion of referrals of young people with physical disabilities. However, because all young offenders have their own personalised programme of support and have one case worker that they have regular contact with; the service would tailor support programmes accordingly for any service user with physical disabilities.</p> <p>New Asset plus captures any difficulties with Speech</p>	<p>The Youth Offending Team has regular contact with offenders who experience mental health disabilities such as Attention Deficit Hyperactivity Disorder (ADHD) and Dyslexia. These conditions often contribute to their offending behaviour or educational under achievement. These Young People are currently been educated outside of main stream educational settings. The new ASSET tool captures this information.</p> <p>The mental health post (Clinical Nurse Specialist) is jointly funded by Harrow CCG and the Youth Offending Team. This ensures young people have access to sustainable</p>

	<p>and Language, communication difficulties, mental health, Physical Health and Wellbeing, substance misuse and learning difficulties.</p> <p>The Mental health needs of young people remains a key government agenda, and remains the focus of those within the criminal justice system. These challenges can often be drivers of offending and offer an important opportunity to support the welfare of these vulnerable young people</p>	<p>provision throughout the duration of their court order, and supporting referral pathways to higher tier intervention.</p> <p>Youth Justice Liaison and Diversion (YJLD) The YJLD role sits within the YOT and provides mental health screenings for all young people at point of arrest. A steering group consisting of LA, YJB and National Health Service (NHS) rep, Police and other partners oversees the work and supports in the identification of local trends. There have been additional funds to consider how pathways are made accessible to young people across the Criminal Justice System, and this work is on-going.</p>
Gender Reassignment	No data on Youth Offending affecting this protected characteristic	Not applicable
Marriage / Civil Partnership	No data on Youth Offending affecting this protected characteristic	Not applicable
Pregnancy and Maternity	No data on Youth Offending affecting this protected characteristic	Not applicable
Race	<p>9.1% of residents in Harrow classify themselves as belonging to a minority ethnic group.</p> <p>The White British group forms the remaining 30.9% of the population, (down from 50% in 2001).</p> <p>The 'Asian/Asian British: Indian' group form 26.4% of the population. 11.3% are 'Other Asian', reflecting Harrow's sizeable Sri Lankan community. 8.2% of residents are 'White Other', up from 4.5% in 2001. In percentage terms, in 2011.</p> <p>Harrow had the second largest Indian, the largest 'Other Asian' and the 7th largest Irish population of any local</p>	<p>Over the past 6 years (2011/12 to 2016/17), Harrow has seen some key changes to the ethnic make-up of its offending population.</p> <p>Asian/Asian British makes up 41.1% of Harrow's 10-17 population, yet only accounts for 18.6% of the young offending population in 2016/17. Asian/Asian British have been consistently under represented over the past 5 years, but had fallen to their lowest in 2015/16 (15.3%) with a small increase in 2016/17 (18.6%).</p> <p>Young people of Mixed Ethnicity make up 8.0% of Harrow's 10-17 population. The rate has been gradually increasing since 2012/13 and prior to 2015/16 remained in</p>

	<p>authority in England and Wales. Harrow also had the highest proportion of Romanian (4,784) and Kenyan born residents, the latter reflecting migrants from Kenya who are of Asian descent.</p> <p>Due to Harrow's unique demography, it is difficult to make comparisons to National and London averages for the ethnicity of young offenders. Thus, all ethnicity comparisons are made against the local demographic make-up of the 10-17 year old population based on ONS 2011 mid-year population estimates.</p>	<p>line with the harrow population. From 2015/16 figures have seen an increase bringing them above the Harrow population to 11.6% in 2016/17.</p> <p>The numbers of White British young people in the YOT has been variable over the past 6 years; there was an increase in 2015/16 to 39.7% bringing it above the Harrow population figure of 33.7%. However, 2016/17 has seen a dramatic decrease down to 25.6% which is the lowest recorded in the last 6 years. This means that the white offending population is now under represented in youth offending services. More in depth work needs to be done to understand the changes to the white offending population in Harrow. White ethnicities cover white British but also white European and other nationalities.</p> <p>The most notable difference between local demographics and youth offending demographics can be seen in the Black/African/Caribbean/Black British group. This group are considerably over represented, making up only 12.9% of Harrow's 10-17 population but 34.1 % of the youth offending population in 2016/17. Over the past six years this group have been consistently over represented in youth offending services. The current figure represents an increase on the last two years.</p> <p>HYOT will continue to monitor the impact and consider national guidance and best practice to identify further work that can support the reduction in offending in this group.</p>
Religion and Belief	<p>Currently this data is limited as there is a new IT system in place – ASSET plus.</p>	<p>While the service does not monitor referrals by religion/belief, it has taken into account the needs of service users when organising activities.</p> <p>Religious beliefs are taken into account in custody and out in the community setting. Professional would avoid organising events on Fridays for example for Muslim</p>

		<p>clients or not organising reparation activities on Sunday morning to avoid Morning mass timing etc.).</p> <p>It will be important for the Youth Offending Team to monitor any needs by religion/belief over time.</p>
Sex / Gender	<p>In 2016/17 the gender split of young people convicted on an offence was nationally 84.6% Male to 15.4% female. In London females represent a smaller proportion with 13.7% to 86.4% male and for the YOT statistical neighbours they represent 14.4% to 85.7% Male.</p> <p>Over the past 6 years Harrow's figures have been variable between 13.4% females in 2011/12 up to the highest rate of 19.5% in 2015/16. 2016/17 represents a dramatic decrease in the proportion of YOT clients who are female with only 8.5% (11) and a high number of males at 91.5% (118). Harrow has a lower proportion of females convicted of an offence (8.5%) compared to the National Average (15.4%), London Average (13.7%) and YOT Family average (14.4%).</p> <p>Over the past 5 years the average number of females convicted of an offence each year is 21 (lowest 11 and highest 31). For males this figure is more variable with the average being 116 (lowest 87 and highest 149).</p> <p>Prevention Programme: During 2016/17 the YOT received 73 new referrals considered suitable for triage intervention, 68 of which went on to engage with the programme. A total of 75 were subject to triage in the year including those already active at the start of the year.</p> <p>Of those 75, 17 (22.7%) were female and 58 (77.3%)</p>	<p>First Time Entrants (FTE's): Of the 66 young people who were first time entrants in 2016/17, offences falling into the Violence Against the Person category are most frequent accounting for 43.9%, followed by Drug offences (13.6%), theft and handling stolen goods (10.6%) and Robbery (10.6%). 56 young people (84.8%) were male and 10 (15.2%) were female</p> <p>Prevention Programme: In 2016/17 there were a total of 50 young people discharged from the triage programme. 45 (90.0%) of whom completed the programme successfully. The remaining 5 out of 50 young people (10%) had an outcome of 'not completed' – i.e. x1 breach, x2 did not engage and x2 moved out of Borough. Those not accounted for in terms of outcomes were considered "still active". For the 75 young people starting a triage intervention, offences falling into the Theft and Handling Stolen Goods category are most frequent and account for 36.0% of all offences. Drug offences are also common accounting for 30.7% of cases, with Possession of Cannabis accounting for 16% and Possession of Class B accounting for 13.3%. Violence against the person offences account for 21.3%, which includes common assault at 16%.</p> <p>There are some clear differences seen in the types of offending between males and female. As there are fewer females (22.7% of the triage group), their offending patterns are less represented in the overall figures. Females are less likely to commit drug offences 11.8% compared to 30.7% for males. However, females are more</p>

	<p>were male. 15 year olds made up 24.0% of the triage starts, followed by 16 year olds (24.0%), 17 year olds (21.3%), 14 year olds (10.7%), 13 year olds (9.3%), 12 year olds (4.0%), 11 year olds (2.7%).</p> <p>Offences: In 2016/17 the gender split of young people convicted on an offence was nationally 84.6% Male to 15.4% female. In London females represent a smaller proportion with 13.7% to 86.4% male and for the YOT statistical neighbours they represent 14.4% to 85.7% Male.</p> <p>Over the past 6 years Harrow's figures have been variable between 13.4% females in 2011/12 up to the highest rate of 19.5% in 2015/16. 2016/17 represents a dramatic decrease in the proportion of YOT clients who are female with only 8.5% (11) and a high number of males at 91.5% (118). Harrow has a lower proportion of females convicted of an offence (8.5%) compared to the National Average (15.4%), London Average (13.7%) and YOT Family average (14.4%).</p>	<p>likely to commit theft and handling offences at 58.8 % compared to 29.3% for males. Offences falling into the violence against the person category are more balanced with 17.6% for females and 22.4% for males.</p>
Sexual Orientation	No data on Youth Offending affecting this protected characteristic	No data on Youth Offending affecting 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, complete a FULL EqIA.

- **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: <ul style="list-style-type: none"> 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	

	<p>Key priorities for 17 – 18</p> <ul style="list-style-type: none"> • Embed the revised Youth Offer into the preventative work of the YOT in order to continually reduce the number of FTEs • Embed the revised Asset plus assessment framework and continue to work closely with IT providers to improve system performance and reliability • Active contribution in developing strategies corporately and alongside partners to reduce serious youth violence and knife crime as part of the VVE delivery plan that is monitored by Safer Harrow. 	Monitoring by service and Safer Harrow.	YOT Team manager	2017-18
--	--	---	------------------	---------

Stage 7: Public Sector Equality Duty

10. How do your proposals meet the Public Sector Equality Duty (PSED) 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

--

Stage 8: Recommendation

11. Which of the following statements best describes the outcome of your EqIA (✓ tick one box only)

<p>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.</p>	✓
<p>Outcome 2 – Minor Impact: Minor adjustments to remove / mitigate adverse impact or advance equality of opportunity have been</p>	

identified by the EqIA and these are included in the Action Plan to be addressed.		
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)		
12. If your EqIA is assessed as outcome 3 explain your justification with full reasoning to continue with your proposals.		

Stage 9 - Organisational sign Off			
13. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?			
Signed: (Lead officer completing EqIA)		Signed: (Chair of DETG)	
Date:		Date:	
Date EqIA presented at Cabinet Briefing (if required)		Signature of DETG Chair (following Cabinet Briefing if relevant)	