



EQUALITY ANALYSIS (EA) - SCREENING TEMPLATE

GUIDANCE TOOL This Tool assists services in determining whether their plans and decisions will require a full Equalities Analysis. EAs help the Council comply with its duty under s.149 of the Equality Act 2010 to have “due regard” to specified equality matters. They are required in most cases but, in some cases, an EA is not necessary or is only necessary for certain aspects of a decision. The full EA template is available here:

<https://foresthub.walthamforest.gov.uk/services/information-governance/governance-and-law/council-meetings>

The Council understands that whilst its equalities duty applies to all services, it is going to be more relevant to some decisions than others. We need to be pragmatic and ensure that the detail of Equality Analyses (EAs) are proportionate to the impact of decisions on the equality

duty. In some cases a full EA is not necessary and/or the equalities duties do not apply. In other cases, only part of a decision will require an EA to ensure the Council has due regard to its equality duties. The following examples are intended to assist:

Where will a full EA be required?	Where might an EA not be required?
<p>In short, wherever a decision has a more than minimal or theoretical adverse or negative impact on those with protected characteristics, for example, if the Council is considering:</p> <ul style="list-style-type: none">• Ceasing a service• Reducing a service or reducing it in particular areas, e.g. closing an office in Leyton but not Walthamstow• Changes to the way a service is delivered, e.g. moving to personalisation or moving to online access only• Changes to eligibility criteria, rules or practices for a service• Changes to discretionary fees and charges	<ul style="list-style-type: none">• Where it can be proven that the decision has no equalities impact– with particular focus on negative impacts on service users and residents• Where it can be proven that the decision has a minimal or theoretical equalities impact (and so does not need to be considered)• Where the decision is mandatory and there is no element of discretion (e.g. to adopt a member’s code of conduct or similar)• In rare cases, where a previous EA exists and a review shows that it is still relevant at the time of the final decision, i.e. the facts have not changed

Important:

- The EA screening tool should not be used to mask over any equality impacts or as a “get out”.
- There can be a negative equality impact even if you think that overall, you are proposing changes that will make services better. If there is an adverse or negative impact, you must complete a full EA.
- **Negative** impacts are often indirect, i.e. a rule that is on its face of universal impact but has greater impact on some groups in practice e.g. due to the ethnic makeup of an area.
- In most cases, the screening process requires a degree of collation and analysis of

evidence. If this requires a lot of work, consider whether it is actually simpler to omit the screening process and undertake a full EA.

- The equality duty **continues** up to and after the final decision. If proposals or facts change before the final decision, any screening tool will need to be reviewed and evidenced.
- Any consultation undertaken should also inform the screening process, e.g. issues raised by those affected. Monitoring should take place after a decision as part of service delivery.
- The completed screening template will be attached to Cabinet or other decision making report and so it must include sufficient detail to justify the decision not to carry out a full EA.

What to do?

The screening process should be used on **ALL** new proposals, policies, projects, functions, saving proposals, major developments or planning applications, or when revising them, if there is no negative equality impact or there is uncertainty about whether there is a negative equality impact. **However**, If your proposal is of a significant nature and it is apparent from the outset that a full EA will be required, then you do not need to complete this screening template and can progress directly to a full EA. If a negative/adverse impact has been identified during completion of the screening tool, a full EA **MUST** be undertaken. If you have not identified any negative/ adverse impacts arising from your proposal you do not need to undertake a full EA. However, make sure you have explained clearly why the

proposal does not have any negative/adverse impact. **If your proposal is going to Cabinet or Committee (e.g. Planning or Licensing) and you are not undertaking a full EA, you must:**

- a. share your report and completed screening tool with Equalities (equalities@walthamforest.gov.uk), who will check and challenge your findings *and*
- b. use the following wording under the Equality & Diversity paragraph in the Cabinet report: “An initial screening exercise of the equality impact of this decision was undertaken and determined there was no / minimal impact (delete as appropriate) on the Council’s equality duty.” Attach the completed template as an appendix to your report.

1. Proposal / Project Title: Communities Scrutiny Committee Themed Review 2021-22: Violence Reduction Partnership

2. Brief summary of the above: (include main aims, proposed outcomes, recommendations / decisions sought)

Since 2018 Waltham Forest Council have decided to follow a public health approach and created the Violence Reduction Partnership (VRP) to reduce violence in the Borough. In Summer 2021 Communities Scrutiny were invited to review the overall strategy. The VRP takes a four-strand public health approach and the committee decided to take one strand each meeting, discussing reports with officers and external witnesses. The committee membership includes members of the Councils Young Advisors and Youth Independent Advisory Group, who were also involved in discussions. This resulted in a set of recommendations that are grouped into three out of the four strands of the VRP: treat, support and strengthen.

Formal recommendations:

Treat

Recommendation one:

- That the Council continue to work with St Giles Trust and health partners to monitor the effectiveness of the in-hospital urgent response protocol, with particular regard to repeat presentations and female victims of gang violence

Recommendation two:

- That the Council and its partners use serious case reviews and other available evidence to continue to identify 'reachable, teachable moments'

Recommendation three:

- That the Council and its partners continue to use data collected through the urgent response protocol to identify the communities most likely to be affected by serious youth violence

Recommendation four:

- That the Council and its partners use the NHS Vanguard programme to monitor the prevalence of young people affected by youth violence who have Education and Health Care Plans or identified developmental needs; that through this identification, health partners offer appropriate care where necessary

Support

Recommendation five:

- That the Council and its partners acts swiftly when identifying and carrying out preventative mental health interventions

Recommendation six:

- That the Council investigates the feasibility of replicating the successful partnership model implemented at the Outset Centre across other locations in the borough

Recommendation seven:

- That a process is formalised whereby councillors are communicated with when activities linked to the VRP strategy will take place in their wards

Recommendation eight:

- That the Council and its partners consider subsidising travel fares for young people who wish to join activities not in their locality

Strengthen

Recommendation nine:

- That, with the understanding that increased public trust in police is vital in reducing the high perception of crime, the Met Police work with partners including the Council to build trust in a meaningful way:
 - By engaging with young people through the Young Advisor and YIAG forums
 - By ensuring young people who apply to join the Police are appropriately supported through the application process and receive meaningful feedback if they are not successful
 - By ensuring that forums where Police can be held to account are open and accountable
 - By engaging with ward councillors

3. Considering the equality aims (eliminate unlawful discrimination; advance equality of opportunity; foster good relations) indicate for each protected group whether there may be a positive impact, negative (adverse) impact, or no impact arising from the proposal.

4. Protected Characteristic (Equality Group) <input checked="" type="checkbox"/>	Positive Impact	Negative Impact	No Impact	Briefly explain your answer. Consider evidence, data and any consultation. https://www.walthamforest.gov.uk/content/statistics-about-borough
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendation 4 and 8 are aimed at increasing support for young people. Recommendation 4 in particular refers to monitoring young people with Educational and Health Care Plans or identified developmental needs who are affected by youth violence.
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendation 4 refers to monitoring young people with Educational and Health Care Plans or identified developmental needs who are affected by youth violence.
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This equality group will not be affected insofar as there is no direct correlation between its members' situation and wellbeing and the issues tackled within the framework of this report.
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This equality group will not be affected insofar as there is no direct correlation between its members' situation and wellbeing and the issues tackled within the framework of this report.
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This equality group will not be affected insofar as there is no direct correlation between its members' situation and wellbeing and the issues tackled within the framework of this report.
Sex (Including Gender Re-assignment)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendation 1 is to monitor the progress of an urgent response protocol, in particular referring to female victims of gang violence.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This equality group will not be affected insofar as there is no direct correlation between its members' situation and wellbeing and the issues tackled within the framework of this report.
Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This equality group will not be affected insofar as there is no direct correlation

			between its members' situation and wellbeing and the issues tackled within the framework of this report.
5. There are no negative/adverse impact(s) If you have not identified any negative/adverse impacts please briefly explain your answer, providing evidence to support decision.	The recommendations encompassed within this report should not result in any negative/adverse impacts. They are the result of desk-based research and extensive involvement with relevant services and external witnesses. No specific concerns regarding adverse equalities impacts were identified through this process. The report aims to bring about a positive impact to those equality groups which most need it whilst ensuring that no adverse consequences are to be felt by other groups.		
6. Describe how opportunities to advance equality and foster good relations for any of the protected characteristics has been taken up (where relevant).	Click here to enter text.		
7. As a result of this screening is a full EA necessary (Please check <input checked="" type="checkbox"/> appropriate box)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Briefly explain your answer. The recommendations of this report do not directly relate to the provision or commissioning of services. Any further work undertaken as a result of these recommendations may require a full EA in future.
8. Name of Lead Officer: Emily Wood		Job title: Scrutiny Officer	Date screening tool completed 03 August 2022

Signed off by Head of Service: Head of Electoral and Democratic Services

Name: Ian Buckle

Date: 03 August 2022