EQAULITY 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. Full guidance on the Council’s duties and EAs and the full EA template is available at http://forestnet.lbwf.gov.uk/index/residents-first/equalities/equality-analysis.htm.

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?

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:

- 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

Where might an EA not be required?

- Where it can be proven that the decision has a minimal or theoretical equality 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 Shahid Mallam, Performance & Improvement Team, 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.

Waltham Forest Council EQUALITY ANALYSIS (EA) SCREENING TOOL GUIDANCE
1. **Proposal / Project Title:** Communities Scrutiny Themed Review 2018/19: Public Health Approach to Reducing Violent Crime

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

   The Communities Scrutiny Committee selected the public health approach to violence as its review for the year against a backdrop of rising violent, youth and knife crime in the capital and in the borough. The review builds upon the work the Council has done to understand the problem in Waltham Forest – the two reports commissioned in 2007 and 2017 on gangs activity – the new gangs programme, the Violence Reduction Partnership and the involvement of key partners as part of this exercise. The report includes 5 formal recommendations which seek to set out steps to improve the monitoring and prevention of violence and strengthen the support offered to children and young people at risk of involvement.

   **Formal recommendations:**
   
   **Recommendation 1:** That services develop an action plan on how they will identify girls at risk of criminal exploitation and support them as a priority.
   
   **Recommendation 2:** That services demonstrate how attendance and exclusion data can be used to identify those at risk of criminal exploitation and support them.
   
   **Recommendation 3:** That the Council considers additional investment in pastoral services across schools focussed on reducing violence and improving life chances.
   
   **Recommendation 4:** That Cabinet review the Council’s Child Poverty Strategy and how it can support a public health approach to reducing violent crime.
   
   **Recommendation 5:** That services report back on the work undertaken with the Young Advisors to make stop and search more evidence based in the borough.

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) ☒ Positive Impact ☐ Negative Impact ☐ No Impact**
   
   **Briefly explain your answer. Consider evidence, data and any consultation.**
   
   **http://www.walthamforest.gov.uk/Pages/Services/Statistics-economic-information-and-analysis.aspx**

   **Age**

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   The recommendations contained within this report focus primarily on youth violence and the involvement of young people in gang activity. They promote initiatives which can prevent youth violence – by improving monitoring and early intervention activities – and may impact on young people positively as a consequence.

   **Disability**

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   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.

   **Pregnancy and Maternity**

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   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

| ☒ | ☐ | ☐ | According to the Centre for Social Justice, black and minority ethnic individuals are over-represented as victims of fatal shootings and stabbings, whilst also being disproportionately targeted in the Metropolitan Police’s Gang Matrix. The recommendations within this report seek to reduce youth and gang related violence and make Stop and Search more evidence based, thereby possibly resulting in a positive impact on black and minority ethnic young people. |

According to the New Policy Institute, 70% of those in income poverty in inner London are from minority ethnic groups, which indicates that child poverty is more likely to be experienced by children from minority ethnic groups. Recommendation 4 within this report urges Cabinet to re-think its approach to child poverty, which may impact positively on children from minority ethnic groups in the borough. |

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### Religion or Belief

| ☐ | ☐ | ☒ | 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. |

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### Sex (Including Gender Re-assignment)

| ☒ | ☐ | ☐ | The recommendations contained in this Themed Review may impact positively on both sexes. According to the GLA, in 2018, 76% of serious youth violence victims and 87% of serious youth violence perpetrators were male. As the recommendations contained within this report seek to reduce youth and gang related violence in the borough, they may impact positively on young men. Recommendation 1, however, focuses particularly on the experiences of girls at risk of criminal exploitation and urges services to design an action plan and consider them a priority. This may result in a positive impact for girls in the borough. |

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### Sexual Orientation

| ☐ | ☐ | ☒ | 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. |

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### Marriage and Civil Partnership

| ☐ | ☐ | ☒ | 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. |

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### 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 Themed Review Report should not result in any negative/adverse impacts. They are the result of desk-based research and extensive engagement with services and the Metropolitan Police. 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).

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7. As a result of this screening is a full EA necessary (Please check ☒ appropriate box)

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**Briefly explain your answer.** No negative impacts on any equality group were identified in this screening.

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8. Name of Lead Officer: Andrew Spragg

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**Date screening tool completed:** 24 April 2019

Signed off by Head of Service: Ian Buckle

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**Ian Buckle**

**Date:** 3 May 2019