

## **Equality Analysis Equality Impact Assessment (EIA) Form 'Knowing your customers needs'**

### **Background**

An Equality Analysis is a way of making sure that equality considerations are embedded into our decision-making processes and that equality is considered when we are developing key policy & services etc.

One tool to help you do this is an Equality Impact Assessment or EIA. It will assist you in ensuring that “due regard” has been given to identify any potential or actual impact (Positive or Negative) that our policies/services/functions\*etc., have on differing groups of people.

EIAs also provide a systematic approach to identifying and recording gaps and actions in relation to ensuring equal access when providing functions.

### **The purpose of the Equality Analysis is to:**

- make us focus on the needs, experiences and circumstances of everyone who will be affected by the decisions the Council makes
- direct us to seek alternative ways of achieving our aims and avoiding inequality
- enhance our credibility with our service users to have greater confidence in our performance
- improve our policy making procedures and services

\* Note: For simplicity we have sometimes referred to the following (listed below) as 'Functions'. This includes: Services, Employment Practices, Projects, Strategy, Processes, Systems, Practices, Procedures, Protocols and Guidelines

## Legislation - Equality duty

As a local authority that provides services to the public, Melton has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance Equality of Opportunity
- Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex
9. Sexual orientation

When completing the Equality Impact Assessment you are encouraged to consider other disadvantaged or socially excluded communities or groups e.g. carers, the homeless, rural communities, priority neighborhoods, ex-forces personnel etc., who are likely to be affected by the proposal. The evidence also needs recording to demonstrate that consideration has been given.

<b>Title of the policy</b>	Safeguarding Policy – Adults and Children
<b>Is it new or existing?</b>	New
<b>Date</b>	June 2019
<b>Officer undertaking EIA</b>	Aysha Rahman
<b>Who else is involved in undertaking this assessment?</b>	

## **1. Overview of policy/function being assessed**

### **A. Outline: What is the purpose of this policy? (Specify the aims and objectives.) Please also state why the policy has been introduced or changed.**

Melton Borough Council (MBC) is fully committed to its duties and responsibilities to safeguard and promote the welfare of children and adults at risk of abuse, neglect and exploitation. This safeguarding policy reinforces that commitment and provides reassurance that the council will act in the best interests of the local community.

All children and adults have the right to participate and be safe receiving the services provided for them regardless of age, race, disability, culture, gender or any other protected characteristics. This includes a right to protection from abuse, neglect and any form of exploitation.

Without an existing approved policy, the Council will not be able to evidence that is meeting its statutory responsibilities in relation to safeguarding. The approach to safeguarding in exercising the Council's functions may also be inconsistent. This safeguarding policy aims to ensure that a consistent approach to safeguarding exists across all council services. It outlines key roles and responsibilities of individual officers to embed safeguarding policies, practices and procedures into the council's everyday business.

The council offers support to those working with children, young people and adults at risk by providing training, guidance and procedures, enabling them to protect themselves and others when dealing with residents who are at risk of abuse, neglect and exploitation

### **B. Who are the people/groups affected and what is the intended change or outcome for them?**

#### **1. Adults with Care and Support Needs:**

- Protecting an adult's right to live in safety, free from abuse and neglect.
- Preventing and stopping both the risks and experience of abuse or neglect.
- Promoting the wellbeing of the individual, including, where appropriate, having regard to their views, wishes, feelings and beliefs
- Recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances

#### **2. All children:**

- Preventing impairment of children's health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

### C. Equality implications/obligations.

Will this proposal/policy/service etc., meet the Equality Act requirement to have ‘due regard’ to the need to meet any of the following duties? In this question, consider both the new/current service and the proposed changes.

Equality Duty.	Is the equality duty listed in the left hand column relevant to your policy/service etc?		Comments on how it meets the duty or why is not relevant
	Yes	No	
<b>(1) Eliminate unlawful discrimination, harassment and victimisation – please complete section 4 of the template.</b>			
<p><b>(2) Advance equality of opportunity between different groups</b>            How does the proposal/policy/service etc ensure that the intended outcomes promote equality of opportunity for users who have protected characteristics?</p> <p>This includes:</p> <ul style="list-style-type: none"> <li>• Removing or minimising disadvantages for protected groups of people</li> <li>• Taking steps to meet the needs of people from protected groups where these are different from the needs of other people</li> <li>• Encouraging people from protected groups to participate in public life or in other activities where there participation is disproportionately low e.g. are stakeholders engaged in the process and are there any barriers?</li> </ul>	✓		<p>The Council believes that all individuals, regardless of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex or sexual orientation, should have the greatest possible control over their lives. They should be able to make informed decisions, or be supported to make these decisions if unable to do so themselves, without fear of harm or abuse from others.</p> <p>The Council will ensure that it complies with all relevant safeguarding legislation, data protection legislation and government guidance.</p> <p>The policy reinforces this commitment and is a statutory requirement.</p>

Equality Duty.	Is the equality duty listed in the left hand column relevant to your policy/service etc?		Comments on how it meets the duty or why is not relevant
	Yes	No	
<p><b>(3) Foster good relations between different groups (tackling prejudice and promoting understanding).</b> Does the service contribute to good relations or to broader community cohesion objectives? How does it achieve this aim?</p> <p>This could include: <i>(The following are examples and so you do not need to answer all the bullet points below.)</i></p> <ul style="list-style-type: none"> <li>• Building services around people and communities and involving them</li> <li>• Considering if there are strong and positive relationships between groups/communities affected by this policy. Does the policy/service bring together groups of people not used to interacting with each other? If so will it raise any issues that need to be addressed?</li> <li>• Tackling myths and misinformation. If the service is seen as unfair by certain groups, how do you tackle the myths and communicate this?</li> </ul>	✓		The policy addresses discriminatory abuse and abuse which crosses cultural boundaries such as Honour Based Abuse or extremist ideologies. It differentiates between cultural attitudes and criminal practices and signposts to relevant specialist agencies who are trained to be mindful in their approach to cultural / community sensitivities.

**D. Which groups have been consulted as part of the creation or review of the policy? Did they identify any barriers?**

Internal Designated Safeguarding Officers.  
Lead / Senior Safeguarding Officers  
County Designated Safeguarding Officers

Any issues identified within the policy have been addressed and incorporated as part of the policy development process.

## **2. What we already know and where there are gaps**

### **A. What existing information/data do you have/monitor about different diverse groups in relation to this policy?**

**This could consist of previous EIA's, reports, consultation, surveys, demographic profiles etc.**

There is no existing monitoring information in relation to safeguarding. Safeguarding is a statutory responsibility and affects all groups, communities and residents regardless of age, race, disability, culture, gender or any other protected characteristics. Going forward, the Council will maintain stringent monitoring in relation to safeguarding referrals to inform future trends and processes.

### **B. What does this information/data tell you about diverse groups?**

**If you do not hold or have access to any data/information on certain/all diverse groups, what do you need to begin collating/monitoring? (please list)**

See answer above.

## **3. Do we need to seek the views of others and if so, who?**

### **A. In light of the answers you have given in question 1D & 2 do you need to consult with specific groups? If not please explain why.**

No. Safeguarding is a statutory duty. This policy has been drawn up on the basis of law and guidance that seeks to protect children, young people and adults with care and support needs.

## **4. Assessing the impacts**

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has an actual or potential positive or negative impact on the groups specified and whether there is evidence of discrimination. Please read the guidance that accompanies this template.

If you have identified actual or potential negative impact or discrimination that is illegal, you are required to take action to remedy this immediately.

If you have identified negative impact or discrimination that is justifiable or legitimate please give your reasons. You will need to consider what can be done to mitigate its effect on those groups of people.

Provide an explanation for your decisions.

<b>Diversity Groups</b>	<b>Positive impacts</b>  (Actual or Potential)	<b>Negative impacts</b>  (Including any barriers)  (Actual or Potential)	<b>Is there evidence of direct/indirect discrimination?</b>  (Is it illegal or legitimate/justifiable?)	<b>Mitigation</b>  Where there are potential barriers, negative impacts identified and/or the barriers or impacts are unknown, please outline how you propose to minimise or remove all negative impact or discrimination.
<b>Age</b>	In the UK, the law relating to safeguarding children, young people and adults has been influenced by cases where things went wrong and children, young people and vulnerable adults were not protected and this resulted in tragic and unnecessary deaths. Our legal duties around safeguarding and the implementation of a safeguarding policy enhances our ability to respond effectively to safeguarding concerns.	Potential Cultural barriers when addressing cultural based abuse as referred to in Q.C3	Safeguarding is a statutory duty. This policy has been drawn up on the basis of law and guidance that seeks to protect children, young people and adults with care and support needs	Legislation protects people with protected characteristics found in the following sections. (Noted in section A) Mitigation around potential cultural barriers are addressed through signposting and seeking advice from specialist agencies. This includes but is not limited to FGM, modern slavery, trafficking, sexual exploitation and Deprivation of Liberty.
<b>Disability</b> (physical, visual, hearing, learning disability, mental health )	As above	As above	As above	As above

<b>Diversity Groups</b>	<b>Positive impacts</b>	<b>Negative impacts</b>	<b>Is there evidence of direct/indirect discrimination?</b>	<b>Mitigation</b>
<b>Gender / Sex</b>	As above	As above	As above	As above
<b>Religious Belief</b>	As above	As above	As above	As above
<b>Racial Group</b>	As above	As above	As above	As above
<b>Sexual Orientation</b>	As above	As above	As above	As above
<b>Gender reassignment/ Transgender</b>	As above	As above	As above	As above
<b>Other protected groups</b> (pregnancy & maternity, marriage & civil partnership)	As above	As above	As above	As above
<b>Other socially excluded groups</b> (low literacy, offenders, priority neighbourhoods, ex forces personnel etc)	As above	As above	As above	As above

## 5. Action Plan

**Please include any identified concerns/actions/issues in this action plan:**

The issues identified should inform your 'One Council Delivery Plan' and, if appropriate, your Consultation Plan.

<b>Action Number</b>	<b>Action</b>	<b>Responsible Officer</b>	<b>Target Date</b>
1	Policy requires approval at Cabinet with delegated authority to be requested for the Deputy Chief Executive to approve any minor changes and/or in line with updated policy guidance.	Aysha Rahman	July 2019
2	Ongoing Equalities monitoring to identify and inform future trends/processes that will also assist us with proactive and preventative measures to address safeguarding in the future.	Lead Safeguarding Officers	Ongoing



## 6. Who needs to know about the outcomes of this assessment and how they will they be informed

	<b>Who needs to know?</b> (Please tick)	<b>How they will be informed?</b> (We have a legal duty to publish EIA's)
<b>Internally (employees &amp; Check &amp; Challenge group)</b>	<input type="checkbox"/> Check and Challenge Group <input type="checkbox"/> All staff <input type="checkbox"/> Elected Members	<input type="checkbox"/> Policy to be signed off by Check and Challenge Group <input type="checkbox"/> Via MIKE <input type="checkbox"/> Cabinet report
<b>Externally (service users, stakeholders, private sector householders, landlords etc)</b>	<input type="checkbox"/> Public	<input type="checkbox"/> Once the policy is approved at cabinet, it will be published on the MBC website
<b>Others</b>		
<b>To ensure ease of access, what other communication needs/concerns are there?</b>		

## 7. Internal Scrutiny

To be completed and signed by a **member of the check and challenge group**.

Please delete as appropriate.

I agree with this assessment/action plan

If disagree, state action/s required

**Signed (Check and challenge):** Shaun Cropper

**Date:** June 2019

## 8. Conclusion

To be completed and signed by the **Head of Service**.

**Please delete as appropriate.**

I agree with this assessment/action plan

**If disagree**, state action/s required, reasons and details of who is to carry them out with timescales:

**Signed (Head of Service):** Aysha Rahman

**Date:** June 2019

**Once approved by Head of Service please pass to person responsible for Equalities to publish on the internet**