

EQUALITY IMPACT ASSESSMENT (EQIA): SCREENING FORM

Introduction to the EQIA screening process

A successful EQIA screening will look at 5 key areas:

1. **Identify the Policy, Project, Service Reform or Budget Option to be assessed**

A clear definition of what is being screened and its aims

2. **Gathering Evidence & Stakeholder Engagement**

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups)

3. **Assessment & Differential Impacts**

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level

4. **Outcomes, Action & Public Reporting**

Develop an action plan to make changes where a negative impact has been assessed. Ensure that both the assessment outcomes and the actions taken to address negative impacts are publically reported

5. **Monitoring, Evaluation & Review**

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

1. IDENTIFY THE POLICY, PROJECT, SERVICE REFORM OR BUDGET OPTION:

a) Name of the Policy, Project, Service Reform or Budget Option to be screened

ARRANGEMENTS FOR DEALING WITH PARTICIPATION REQUESTS AS PART OF THE COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015
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b) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

On 1st April 2017 the Community Empowerment (Scotland) Act 2015 came into force. The Act introduces a range of new elements of community participation and consultation including Participation Requests. The Scottish Government has published regulations and guidance on how the Participation Requests aspect of the Act should be implemented. The Council has currently put in place a temporary process to ensure requests can be considered with the view to developing a robust permanent process.

Part 3 section 22 (1) of the Act states that:

'a community participation body may make a request to a public service authority to permit the body to participate in an outcome improvement process.'

1. Community Participation Body

- 1.1. To make a Participation Request the community organisation must be a community participation body. This can either be:
 - a community controlled body (with a constitution but not incorporated)
 - a community Council
 - a community body (without a written constitution)
 - a body designated by Scottish Ministers
- 1.2. A community controlled body, in this case, is defined by a particular geographical area or people who have a common interest or characteristic and the ability to influence the decision making process.
- 1.3. Community Councils are defined by the Local Government (Scotland) Act 1973.
- 1.4. A community body (without a written constitution) is a more loosely associated group of people. The Act states that the community group must have similar features to a controlled body but has no written constitution. It will be the responsibility of the public service authority to determine if the group meets the requirements and the body to provide the evidence to support this.
- 1.5. The legislation also allows Scottish Ministers the ability to designate any group a community participation body.
- 1.6. In general, the guidance is broad enough to ensure that most, if not all, groups will be able to submit a request. There are no requirements regarding scale, previous work or ability of the community participation body.

c) Name of officer completing assessment (signed and date)

Judith Hunter, Principal Officer (Equalities)

d) Assessment Verified by (signed and date)

Shaw Anderson, Partnership & Development Manager

2. GATHERING EVIDENCE & STAKEHOLDER ENGAGEMENT

The best approach to find out if a policy, etc is likely to impact negatively or positively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. This will provide you with what do you need to know that will provide you with evidence of the needs of the diverse population and their needs.

Please name any research, data, consultation or studies referred to for this assessment:	Please state if this reference refers to; Gender, BME, Disabled people, LGBT, older people, children & young people or faith & belief.	Do you intend to set up your own consultation? If so, please list the main issues that come from this consultation.
<p>The Scottish Government and Glasgow City Council have published equality evidence matrices, which provide a limited set of data & research. Both cross reference the Equality characteristics with various issues e.g. health, access to services, employment and so on. However, while these are a useful guide, they would not substitute for consultation with organisations likely to be directly affected by this policy.</p> <p>For reference, the Scottish government matrix can be found here: http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid</p> <p>and the Glasgow City Council matrix here: http://connect.glasgow.gov.uk/article/15070/Equalities-Impact-Assessment-Evidence-Matrix</p> <p>More specifically, the Health and Social Care Partnership carried out a Health and Wellbeing Survey among Glasgow’s BME communities, which covers a wide range of areas, including engagement in community and public life, and can be found here: http://www.equalitiesinhealth.org/Link-Files/nhsggc_ph_black_minority_ethnic_health_wellbeing_study_glasgow_2016-04.pdf</p>	<p>Most of the categories of people with protected characteristics are likely to be affected by this policy, however, this could be in either a positive or a negative way.</p> <p>Evidence shows that people with equalities characteristics are more likely to be disengaged from public services, often due to either real, or imagined, barriers to participation. More information about this evidence is provided in section 3 of this screening.</p> <p>Any new policy regarding public engagement has the potential for a positive impact on the inclusion of protected characteristic groups, as long as they are targeted as part of</p>	<p>No consultation required at this time however monitoring of Participation Requests should be carried out in order to address lack of requests from underrepresented groups.</p>

	<p>any work plan attached to the policy.</p> <p>The Council has two relevant targets in the Equality Outcomes 2017-22:</p> <p>8. Service users with protected characteristics are provided with targeted, improved and more accessible information about services provided by the Council family, and:</p> <p>10. People with protected characteristics are more regularly and systematically involved in service design by the Council family.</p>	
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3. ASSESSMENT & DIFFERENTIAL IMPACTS

Use the table below to tick where you think the **Policy, Project, Service Reform or Budget Option** has either a negative impact (could disadvantage them) or a positive impact (contributes to promoting equality or improving relations within an equality group), based on the evidence you have collated

NB: for all of the equality groups below – there could equally be a positive or negative impact, depending on whether specific action is taken. Therefore for the purpose of this screening, all impacts are recorded in the good practice column. In addition, it should be noted that most of the evidence in relation to ethnicity applies across all BME groups, although there are variables within different BME communities, and these are noted where evidence allows. Likewise, many of the impacts experienced by Lesbians, equally applies to Gay and Bisexual people, but there are different issues for transgender people.

		Positive Impact – it could benefit an equality group	Good Practice/ Promotes Equality or improved relations	Negative Impact – it could disadvantage an equality group	Reason for Change in Policy or Policy Development
GENDER	Women		<p>Research demonstrates the need to provide some women only services which cater to the individual experiences and needs of women throughout society. The Council should consider whether there should be a targeted consultation via the Standing Group of Women's Third Sector.</p> <p>A cross-section of research demonstrates the need to provide tailored, women's only services which accommodate for socio-cultural norms or preferences. This may include the provision of</p>		

			gendered services due to religious belief.		
	Men		<p>As one example, The Poverty Alliance (2013) qualitative investigation into lone parenthood provides an interesting perspective regarding access to services and gender. Within this, their research suggests that although a large proportion of services are available to single parents, they are typically aimed at mothers, with little consideration of single fathers.</p> <p>http://povertyalliance.org/userfiles/files/EPIC/Reports/EPIC_Research_Surviving_Poverty2013.pdfOpens new window</p>		
RACE	Asian People		<p>Evidence from across a number of research studies highlights that ethnic minorities in Scotland and in particular in Glasgow are significantly under-represented in many areas of service provision and face barriers to accessing services. For example, over three quarters (78.5%) social services users in Glasgow are of white ethnic origin compared to (4.5%) of BME, suggesting that people from BME population are less likely to use social services or are proportionately under-represented in accessing social services they might be entitled</p>		

			<p>to.</p> <p>Findings from studies focusing on Glasgow ethnic minority populations in Glasgow show that there is a low level of awareness of services especially among older people from BME communities. Studies suggest that older people do not know how to go about accessing social services due to lack of information. People often rely on third sector organisations or word of mouth to gather information about services. Evidence also found no evidence of staff members in key roles with the social services or mainstream satellite agencies.</p> <p>Full study report can be accessed here: <u>Barriers to Accessing Services for Older People in South Glasgow</u></p> <p>Research project conducted by the Joseph Rowntree Foundation on ethnicity experience and discrimination in service provision indicates that;</p> <ul style="list-style-type: none">• There are few black and minority ethnic staff in mainstream services.• Black and minority ethnic service users felt mainstream services were often inappropriate for their needs.• People experience discrimination and prejudice		
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			<p>when accessing mainstream services.</p> <ul style="list-style-type: none">• Service users make assumptions based on stereotype and prejudice about what the needs of the users may be or what they may want to access.• There are gender differences between the experiences - and often sharper than differences between different ethnic groups.• Mainstream services often make assumptions the importance of family networks and looking after each other. <p>Analysis of census data indicates that 2.7% of Glasgow's ethnic population 'do not speak English well' or at all compared to 1.4% in Scotland as a whole. With Glasgow's diverse population, there is an increasing demand to provide language interpreting services. Availability and access to English language classes is fundamental in equipping migrants, refugee and asylum communities with communication skills needed that may often present as barriers in accessing services which allow them to progress through education and subsequently enter secure employment. It is important for any</p>		
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			new policy targeting communities to consider translation to a number of different community languages.		
	Black People				
	Chinese People				
	White People				
	People of mixed race				
	European People (Polish, Greek, Italian, etc)		<p>Only 0.3% of EU8 migrants who arrived more than 10 years ago had no English Skills, compared to 3.5% who arrived less than 10 years ago. However, 23% of this group reported having lower English skills - ability to speak but not read.</p> <p>Currently Glasgow services is providing support for over 80 regularly used languages in the city. A range of learning opportunities is provided across the city for English for Speakers of Other Languages (ESOL). The Council is also working in partnership with Colleges to improve consistency of provision and to better match demand for ESOL. Through Glasgow Life programme, a total of 1,236 learners participated in ESOL learning courses in 2015.</p>		
DISABILITY	Physical disability		The Disability Discrimination Act 1995 gives people with disabilities important rights to use and access services without being subjected to disability discrimination. This important legislation imposes a duty		

			<p>on service providers to make reasonable adjustments to their policies, practices and premises and provide auxiliary aids to improve accessibility of services for disabled people. People with disabilities have important rights of access to everyday public services. Access to services is not just about installing ramps and widening doorways for wheelchair users - it is about making services easier to use for all people with disabilities, including people who are blind, deaf or have a learning disability. This includes services provided by Local Authorities.</p> <p>Barriers facing disabled people:</p> <ul style="list-style-type: none"> • Physical access to buildings • Communication issues • Provision of advice and support (People with learning disabilities) <p>Around a third of disabled people experience difficulties related to their impairment in accessing public, commercial and leisure goods and services. Moreover, a quarter of disabled people say that they do not frequently have choice and control over their daily lives.</p>		
	Sensory Impairment		In 2011, the Scottish Government		

	(sight, hearing,)		formally recognised British Sign Language and the Scottish Sign Language (Scotland) Bill was passed in Parliament in 2015 and received Royal Assent on 22 October 2015. The Act aims to promote the use and understanding of BSL and requires Scottish Ministers to publish a national BSL plan, and listed authorities to publish their own BSL plans. Any policy should check with the new GCC strategy for BSL.		
	Mental Health Issues				
LGBT	Lesbians		<p>Although LGB&T people can access mainstream services, review of published literature suggests that perceived discrimination prevents LGB&T people engaging with mainstream services, due to fear of stigma and discrimination from service providers and other service users. Most notably, a large proportion of LGB&T people highlight the negative experiences with mental health services. Moreover, lesbian and gay asylum seekers face additional barriers as a result of their sexual orientation, for example, obtaining meaningful employment and accessing various services.</p> <p>Stonewall Scotland commissioned a survey research involving 1,000</p>		

			<p>LGB&T people in Scotland to establish experiences and expectation of accessing key public & local services. The Research found that public service providers are failing to take steps to support their local LGBT community.</p> <p>LGBT experience of local services:</p> <ul style="list-style-type: none">• 42% of LGBT people lack confidence in Police Scotland's ability to address homophobic and transphobic hate crime in their area.• One in six (16%) LGB&T people said they have experienced poor treatment because of their sexual orientation or gender identity when accessing public services because of their sexual orientation or gender identity.• 35% of transgender people have had a negative experience when using parks and open spaces which they felt was related to their gender identity.• 32% of LGBT people who have used housing services have experienced staff		
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			<p>making incorrect assumptions about their sexual orientation or gender identity.</p> <ul style="list-style-type: none"> 12% of LGBT people have had a negative experience when accessing sport and leisure facilities which they felt to be related to their sexual orientation or gender identity. <p>Source: Stonewall Scotland</p>		
	Gay Men				
	Bisexual				
	Transgender		<p>The Scottish Transgender Alliance explored the difficulties faced by transgender people in Scotland when accessing services and more specifically, the lack of understanding and appreciation of their 'gender identity' out with specialist services.</p>		
AGE	Older People (60 +)		<p>The ability to access quality services is a fundamental aspect in ensuring that older people enjoy a high quality of life once leaving the labour market. Research has demonstrated the need to involve older people in the decision making processes underpinning service design and delivery, whilst also ensuring individuals from across the protected characteristics are represented. Furthermore, it is important to be</p>		

aware of potential impacts associated with age discrimination that leads to inequality in terms of access to services and user experience amongst different age groups, and the need to develop multi-dimensional approach to tackling inequality as a consequence of age discrimination.

Results from Scottish Household Survey 2015

- Older people were more likely than younger people to be positive about the performance of their local council.
- 53% of those aged over 75 agreed that their council provided high quality services, compared to 41% of those aged 16 to 24.
- 19% of adults aged 75+ agreed that they could influence decisions affecting their local area, compared to 24% of those aged 16 to 24.
- Younger adults show the strongest desire to participate in local decision making.
- 43% of those aged 35 to 44 said they would like to have greater involvement in the decisions their council makes compared to 16% of those

			aged over 75.		
	Younger People (16-25)		Young people in 2018 face numerous challenges in terms of access to employment, housing and economic activity and are rarely consulted in the services aimed at them. Yet they are becoming increasingly politically engaged and in Scotland are now able to vote from the age of 16. This article contains useful links and sources of data: https://www.theguardian.com/education/2015/apr/28/do-young-people-in-scotland-still-care-about-politics		
	Children (0-16)				
MARRIAGE & CIVIL PARTNERSHIP	Women		N/A		
	Men				
	Lesbians				
	Gay Men				
PREGNANCY & MATERNITY	Women		N/A		
RELIGION & BELIEF	Input *		Through appreciation of religious and socio-cultural needs, services can be targeted at 'hard to reach groups' or those that experience low levels of engagement with council services. As the next sections demonstrate, this can be employed in areas as diverse as sport and		

			<p>leisure, healthcare and employment.</p> <p>Research by the Scottish Executive illustrates a number of important issues regarding methods to improve engagement with minority faith groups. Although published in 2005, a number of suggestions may still offer particular value:</p> <ul style="list-style-type: none">• Creation of a "dialogue centre", where diversity can be celebrated and multi-faith educational materials can be distributed.• Multi-faith features within GCC and local newspaper publications.• Continued promotion of organisations such as inter-faith Scotland. <p>The research refers to faith communities as "under utilised resources" to promote engagement with the cities broad population. Although advancements have been made in recent years, it is clear further work could be done to fully engage with faith groups and subsequently, increase overall engagement with the cities diverse population.</p> <p>However, it should be acknowledged that faith groups proactively engage with local and national government.</p>		
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			<p>The issue here however, is how best to increase engagement and participation.</p> <p>From this, further information is needed regarding the amount, and type of engagement GCC currently has with faith communities. This would allow for the identification of groups that could contribute to mutually beneficial projects, initiatives and schemes throughout the city.</p> <p>Source: Scottish Executive. 2005. Faith Communities and Local Government in Glasgow.Opens new window</p>		
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* There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts

Continue to answer or tick the following questions where the initial screening (above) indicated that there may be a negative impact on certain equality groups. ** Equality Legislation listed a back of this document.

IMPACT	YES	NO
HIGH		
There is substantial evidence and/or concern that people from different groups or communities are (or could be) differently affected by the policy.		
MEDIUM		
There is some evidence and/or some concern that people from different groups or communities are (or could be) differently affected	x	
LOW		
There is little or no evidence that some people from different groups or communities are (or could be) differently affected.		
Does the negative impact breach any of the equality legislation? **		x
	Immediately	Within next 6 months
The negative impact requires action to be taken		x

** See summary of legislation in appendix at the back of this form (you may also require to refer directly to the Equality Act 2010)

4. OUTCOMES, ACTION & PUBLIC REPORTING

SCREENING ASSESSMENT OUTCOME ACTIONS

Screening Outcome	Yes /No /Not At This Stage	Further Action Required	Lead Officer	Timescale for Resolution
Was a significant impact from the project, policy or strategy identified?	Not at this stage	The policy has the potential to have a negative or positive impact on protected characteristic groups.	Lead officer for participation requests	
Does the project, policy of strategy require to be amended to have a positive impact?	Not at this stage.	The policy does not need to be amended, however it is recommended that a communications and/or engagement strategy is devised that targets equality groups as part of the roll out. There should also be a robust monitoring policy to establish the level of requests from equality groups.	Lead officer for participation requests	ASAP
Does a Full Impact Assessment need to undertaken?	No			
If none of the above is required, please recommend the next steps to be taken. (i.e. is there a strategic group that can monitor any future impacts as part of implementation?)				

PUBLIC REPORTING OF SCREENING ASSESSMENT

All completed EQIA Screenings are required to be publically available on the Council website once they have been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. (See EQIA Guidance: Pgs. 11-12)

5. MONITORING OUTCOMES, EVALUATION & REVIEW

The Equalities Impact Assessment (EQIA) screening is not an end in itself but the start of a continuous monitoring and review process. The relevant Strategic, Policy, or Operational Group responsible for the delivery of the Policy, Project, Service Reform or Budget Option, is also responsible for monitoring and reviewing the EQIA Screening and any actions that may have been take to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from **Corporate Strategic Policy and Planning** will be available to provide support and guidance.

Legislation

Equality Act (2010) - the Equality Act 2010 (Specific Duties) Scotland Regulations 2012

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of:

- race
- sex
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law)
- having just had a baby or being pregnant
- being married or in a civil partnership, and
- age.

Further information: <https://www.gov.uk/equality-act-2010-guidance>

As noted the Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. In addition the **Specific Duties (Scotland Regulations 2012)** require local authorities to do the following to enable better performance of the general equality duty:

- report progress on mainstreaming the general equality duty
- publish equality outcomes and report progress in meeting those
- impact assess new or revised policies and practices as well as making arrangements to review existing policies and practices gather, use and publish employee information
- publish gender pay gap information and an equal pay statement
- consider adding equality award criteria and contract conditions in public procurement exercises.

Further information: <http://www.equalityhumanrights.com/about-us/devolved-authorities/the-commission-in-scotland/legal-news-in-about-us/devolved-authorities/the-commission-in-scotland/articles/understanding-the-scottish-specific-public-sector-equality-duties>

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.