

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

Invest to Improve - Financial and Digital Inclusion Preparation for Universal Credit Full Rollout

b) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

The aim is to develop Financial and Digital Inclusion services to ensure that all claimants impacted by Universal Credit will have the appropriate access and support in their local communities to claim their entitlement, and deliver the following outcomes:

- to develop physical and/or virtual hubs within the communities
- the services and support put in place is local and accessible at venues and times which meet the needs of the local community
- to develop a referral process between service providers that will provide the citizen with a seamless journey to the multiple services relevant to support their needs
- to develop a specifically targeted disability benefit take up campaign to ensure maximum uptake of benefits

To ensure this project meets the needs of all the citizens of Glasgow, it was considered imperative that that we addressed specific issues for particular equality groups and work with specific agencies who support equality groups, this includes:

- Glasgow Disability Alliance
- One Parent Families Scotland
- Glasgow Integrations Network and BME support organisations
- Homelessness Services
- SACRO for families affected by the Criminal Justice System
- Glasgow Adult Mental Health

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- COPE Scotland
- ROMA

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

Latiff Mc Lean 30/08/2018

d) Assessment Verified by (signed and date)

Sandra McDermott 30/08/18

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2. GATHERING EVIDENCE & STAKEHOLDER ENGAGEMENT

The best approach to find out if a policy, etc is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. You should list below any data, consultations (previous relevant or future planned), or any relevant research or analysis that supports the Policy, Project, Service Reform or Budget Option being undertaken.

<p>Please name any research, data, consultation or studies referred to for this assessment:</p>	<p>Please state if this reference refers to one or more of the protected characteristics:</p> <ul style="list-style-type: none"> ➤ disability, ➤ race and/or ethnicity, ➤ religion or belief (including lack of belief), ➤ gender, ➤ gender reassignment, ➤ sexual orientation ➤ marriage and civil partnership, ➤ pregnancy and maternity, ➤ age 	<p>Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.</p>
<p>Community Engagement Events - to ensure that we consult and address specific issues for particular equality groups.</p>	<p>Glasgow Disability Alliance</p> <ul style="list-style-type: none"> ○ Disability <p>One Parent Families Scotland</p> <ul style="list-style-type: none"> ○ Gender ○ Age <p>Glasgow Integrations Networks and BME Support Organisations</p> <ul style="list-style-type: none"> ○ Race and Ethnicity <p>Glasgow Adult Mental Health</p> <ul style="list-style-type: none"> ○ Mental Health 	<p>We will continue to re-engage with the key stakeholders identified from the community engagement events throughout the life cycle of the project.</p>

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	<p>Cope Scotland</p> <ul style="list-style-type: none"> ○ Mental Health <p>British Sign Language Services</p> <ul style="list-style-type: none"> ○ Disability <p>Homeless Men and Woman Hostels</p>	
<p>Desktop mapping exercise was carried out within each area of the city to identify what supports are already in place within council offices, community centres, RSL's, libraries and the third sector to ensure we have a clear understanding where the gaps are across the city.</p>	<ul style="list-style-type: none"> ○ Disability ○ Race and Ethnicity ○ Gender ○ Age ○ Mental Health 	<p>Following a gap analysis further community events will be scheduled to engage with potential partners to meet the gaps identified and explore co-location opportunities.</p>
<p>Benchmarking, the following Local Authorities who supported Glasgow in this exercise were Birmingham, Inverclyde, Newcastle and South Lanarkshire.</p>	<p>All Local Authorities advised that continuous support services have had to be established for the most vulnerable clientele that includes:</p> <ul style="list-style-type: none"> ○ Disability ○ Race and Ethnicity ○ Lone Parent Families ○ Mental Health 	<p>Local Authorities were selected based on certain criteria including demographic and length of time in Universal Credit Full Service. In light of partnership working a number of targeted campaigns have emerged to specifically support vulnerable clients of Lone Parent Families, Homelessness, Mental Health and Disabilities.</p>
<p>National Audit Office Report https://www.nao.org.uk/report/rolling-out-universal-credit/</p>	<ul style="list-style-type: none"> ○ Disability ○ Race and Ethnicity ○ Gender ○ Age 	<p>Not at this stage - however, the recommendations from this report will be used to baseline and measure any key performance indicators and</p>

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		measurable outcomes for the city.
GCC - Revenues and Benefits Academy system for statistical information	<ul style="list-style-type: none"> ○ Disability ○ Gender ○ Age 	Not at this stage
Joseph Rowntree Foundation 2011 Poverty and Ethnicity Summary http://www.jrf.org.uk/sites/default/files/jrf/migrated/files/2059.pdf	<ul style="list-style-type: none"> ○ Race and Ethnicity 	Not at this stage
Scottish Government. 2014. Food Banks and Welfare Reform http://www.parliament.scot/S4_Welfare_Reform_Committee/Reports/wrr-14-02w.pdf	<ul style="list-style-type: none"> ○ Gender ○ Age 	<p>One of the issues highlighted from other areas that are live with full service is the increased use in foodbanks when UC is rolled out. The Trussell Trust reported that they have seen a 52% increase in the use of foodbanks in areas of UC full service.</p> <p>We will continue to engage with Community Partnership and Development and the Glasgow Foodbank Forum to explore what supports can be put in place to mitigate against this where possible in Glasgow.</p>
Nomis - Official Labour Market Statistics	<ul style="list-style-type: none"> ○ Disability ○ Gender ○ Age 	Not at this stage

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	<ul style="list-style-type: none"> ○ Mental Health 	
<p>Welfare Reform Act 2012</p> <p>http://www.legislation.gov.uk/ukpga/2012/5/contents/enacted/data.htm</p>	<ul style="list-style-type: none"> ○ Disability ○ Gender ○ Age ○ Mental Health 	Not at this stage
<p>Poverty Leadership Panel EQIA</p> <p>https://www.glasgow.gov.uk/CHttpHandler.ashx?id=32926&p=0</p>	<ul style="list-style-type: none"> ○ Disability ○ Race and Ethnicity ○ Religion ○ Gender ○ Pregnancy and Maternity 	Not at this stage
<p>Understanding Glasgow - The Glasgow Indicators Project</p> <p>http://www.understandingglasgow.com/</p>	<ul style="list-style-type: none"> ○ Disability ○ Race and Ethnicity ○ Gender ○ Pregnancy and Maternity ○ Age 	Not at this stage

3. ASSESSMENT & DIFFERENTIAL IMPACTS

Use the table below to provide some **narrative** where you think the **Policy, Project, Service Reform or Budget Option** has either a positive impact (contributes to promoting equality or improving relations within an equality group) or a negative impact (could disadvantage them) and note the reason for the change in policy or the reason for policy development, based on the evidence you have collated.

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Protected Characteristic	Specific Characteristics	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
SEX/ GENDER	Women	All service provisions considered to support Financial and Digital Inclusion have been developed to be inclusive of all genders.			<p>Through consultation we have identified that lone parents, are more likely to be affected by Welfare Reforms. We will continue to engage with One Parent Families Scotland for a specific campaign to raise awareness of UC aimed at lone parents.</p> <p>Research would indicate that lone parents are predominately females, where more than nine out of ten lone parents are believed to be female.</p> <p>http://www.understandingglasgow.com/profiles/evidence_for_action_briefings/lone_parents</p>
	Men	As above			<p>As above in reference to lone parents.</p> <p>http://www.understandingglasgow.com/profiles/evidence_for_action_briefings/lone_parents</p>
	Transgender				<p>We haven't identified any negative impact to this client group, however</p>

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		As above			we will continue to engage and consider the needs of this equality group in any decision making.
RACE*	White	All service provisions considered to support Financial and Digital Inclusion have been developed to be inclusive of all race.			We haven't identified any negative impact to this client group, however we will continue to engage and consider the needs of this equality group in any decision making.
<p><i>Further information on the breakdown below each of these headings, as per census, is available here.</i></p> <p><i>For example Asian includes Chinese, Pakistani and Indian etc</i></p>	Mixed or Multiple Ethnic Groups	As above			<p>To assist us in understanding the needs of the Black Minority and Ethnic Community BME we have representation within the Community Activist Panel and the Poverty Leadership Panel from the Ethnic Minority Law Centre and Scottish Refugee Council. The Financial Inclusion Strategic Plan identified the BME community as a priority/vulnerable group and called out the need for greater understanding of the lack of engagement to assist in developing appropriate services.</p> <p>We will engage and consult with the Community Activist Panel to review proposed communications and consolidate on any ideas, concerns and feedback on the promotional material.</p>

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					<p>We are exploring opportunities to work with Translation Services to ensure effective use of communications and promotional marketing is made available in a number of different languages.</p> <p>We will continue to engage and consider the needs of this equality group in any decision making.</p>
	Asian	As above			As above
	African	As above			As above
	Caribbean or Black	As above			As above
	Other Ethnic Group	Partnership working with Govanhill Housing Association			<p>As all Universal Credit claims have to be made online and only in English, a large proportion of the Govanhill community are at risk of being marginalised and losing the assistance they are entitled to, forcing them into poverty and potentially homelessness.</p> <p>Other barriers include, language, literacy issues - this would result in serious difficulties in understanding the new benefits regime, how to apply and how to manage the online journal.</p>

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		to support The Roma Community.			<p>To mitigate this a specific campaign dedicated to support Govanhill residents with a particular focus on the Roma community.</p> <p>We are exploring opportunities to work with Translation Services to ensure effective use of communications and promotional marketing is made available in a number of different languages.</p>
DISABILITY	Physical disability	All service provisions considered to support Financial and Digital Inclusion have been developed to be inclusive of citizens with disabilities.			<p>The removal of disability premiums from the Universal Credit calculation for new claims would increase poverty for vulnerable groups.</p> <p>Personal Independence Payment and other Legacy Benefits have to be claimed in advance of UC full service rollout to ensure transitional protection of disability premiums.</p> <p>As it is recognised that barriers may exist for disabled people accessing welfare benefits advice services GCC Financial Inclusion, HSCP Welfare Rights team and the Glasgow Disability Alliance GDA will work in partnership to develop a comprehensive benefits uptake campaign. This will include UC information packs and raise awareness of disability benefits to</p>

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		<p>Long Term Conditions / Improving Cancer Journey</p>			<p>a range of community groups.</p> <p>Research would indicate that 33% of unemployed lone parents have a disability or longstanding illness, and 34% have a child with a disability.</p> <p>http://www.understandingglasgow.com/profiles/evidence_for_action_briefings/lone_parents</p> <p>We will continue to work closely with the Department for Work and Pensions (DWP) to ensure vulnerable claimants who have been diagnosed with cancer diagnosis or a long term health condition are appropriately supported for UC.</p>
<p><i>A definition of disability under the Equality Act 2010 is available here.</i></p>	<p>Sensory Impairment (sight, hearing,)</p>	<p>As above</p>			<p>Further work is required to identify the specific needs of citizens with a Sensory Impairment. We are working with GDA and partners such as the British Sign Language Services (BSL) to understand their needs further.</p> <p>We are exploring the use of the BSL and we will continue to review how we can build this into the UC development to support citizens with hearing loss, through the website, text phones and any</p>

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					training for front line staff.
	Mental Health	As above			We will continue to work with partners such a GAMH and Cope Scotland to promote an awareness campaign specifically dedicated for this vulnerable group.
	Learning Disability	As above			The GDA campaign specifically dedicated to support this vulnerable group.
LGBT	Lesbians	All service provisions considered to support Financial and Digital Inclusion have been developed to be inclusive of the LGBT community.			We haven't identified any negative impact to this client group, however we will continue to engage and consider the needs of this equality group in any decision making.
	Gay Men	As above			As above
	Bisexual	As above			As above
AGE	Older People (60 +)	All service provisions considered to support Financial and Digital Inclusion have been			Universal Credit is aimed at working age citizens and therefore we haven't identified any negative impact to this client group.

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		developed to be inclusive of all age groups.			
	Younger People (16-25)	As above			<p>In reference to One Parent Families Scotland - children in lone parent families are at twice the risk of experiencing relative poverty when compared to children with children in couple families (41% compared to 24%).</p> <p>Lone parent families can experience a range of inequalities. For example, as a function of the neighbourhood the live in, as a result of welfare changes, in terms of job opportunities and as a function of the parent's gender.</p> <p>http://www.understandingglasgow.com/profiles/evidence_for_action_briefings/lone_parents</p> <p>Financial Inclusion services within Family Resource Centres with Education Services. This will link into work with OPFS.</p> <p>To support children with a disability we will have a pilot within Bridgeton Health Centre.</p>
	Children (0-16)	As above			As above

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MARRIAGE & CIVIL PARTNERSHIP	Women	All service provisions considered to support Financial and Digital Inclusion have been developed to be inclusive of married and civil partnerships.			We haven't identified any negative impact to this client group, however we will continue to engage and consider the needs of this equality group in any decision making.
	Men	As above			As above
	Lesbians	As above			As above
	Gay Men	As above			As above
PREGNANCY & MATERNITY	Women	All service provisions considered to support Financial and Digital Inclusion have been developed to be inclusive of pregnant women.			<p>We are working with Money Matters who are one of our FI providers and the NHS to explore Special Needs in Pregnancy Services (SNIPS) and what the offer of support will look like in preparation for UC.</p> <p>We will continue to engage and consider the needs of this equality group in any decision making.</p>
RELIGION & BELIEF** A list of religions used in the census is	See note	All service provisions considered to support			We haven't identified any negative impact to this client group, however

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available here .		Financial and Digital Inclusion have been developed to be inclusive of religious beliefs.			we will continue to engage and consider the needs of this equality group in any decision making.
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* For reasons of brevity race is not an exhaustive list, and therefore please feel free to augment the list above where appropriate; to reflect the complexity of other racial identities.

** 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. A list of religions used in the census is available [here](#).

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4. OUTCOMES, ACTION & PUBLIC REPORTING

SCREENING ASSESSMENT OUTCOME ACTIONS

Screening Outcome	Yes /No Or /Not At This Stage	Further Action Required/ Action To Be Undertaken	Lead Officer and/or Lead Strategic Group	Timescale for Resolution of Negative Impact/ Delivery of Positive Impact
Was a significant level of negative impact arising from the project, policy or strategy identified?	Not at this stage	None		
Does the project, policy or strategy require to be amended to have a positive impact?	Not at this stage	None		
Does a Full Impact Assessment need to be undertaken?	Not at this stage	None		
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?)	Further EQIA screenings will be revisited by the strategic steering group to govern and monitor any future impacts. We will adopt the recommendations from the EQIA screening to ensure	This document will be reviewed by members of the Poverty Leadership Panel and the Community Activist Panel for comment.	City Administration Committee(CAC) Executive Director of Finance City Treasurer	June 2019 (tbc)

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

Further information: [Equality Act 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: [Understanding 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

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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.

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