

Equality Impact Assessment – Passmore Centre

Guidance notes

Things to remember:

Under the Public Sector Equality Duty (PSED) public authorities are required to have due regard to the aims of the general equality duty when making decisions and when setting policies. Understanding the affect of the council's policies and practices on people with different protected characteristics is an important part of complying with the general equality duty. Under the PSED the council must ensure that:

- Decision-makers are aware of the general equality duty's requirements.
- The general equality duty is complied with before and at the time a particular policy is under consideration and when a decision is taken.
- They consciously consider the need to do the things set out in the aims of the general equality duty as an integral part of the decision-making process.
- They have sufficient information to understand the effects of the policy, or the way a function is carried out, on the aims set out in the general equality duty.
- They review policies or decisions, for example, if the make-up of service users changes, as the general equality duty is a continuing duty.
- They take responsibility for complying with the general equality duty in relation to all their relevant functions. Responsibility cannot be delegated to external organisations that are carrying out public functions on their behalf.
- They consciously consider the need to do the things set out in the aims of the general equality duty not only when a policy is developed and decided upon, but when it is being implemented.

Best practice guidance from the Equality and Human Rights Commission recommends that public bodies:

- Consider all the [protected characteristics](#) and all aims of the general equality duty (apart from in relation to marriage and civil partnership, where only the discrimination aim applies).
- Use equality analysis to inform policy as it develops to avoid unnecessary additional activity.
- Focus on the understanding the effects of a policy on equality and any actions needed as a result, not the production of a document.
- Consider how the time and effort involved should relate to the importance of the policy to equality.
- Think about steps to advance equality and good relations as well as eliminate discrimination.
- Use good evidence. Where it isn't available, take steps to gather it (where practical and proportionate).
- Use insights from engagement with employees, service users and others can help provide evidence for equality analysis.

Equality analysis should be referenced in community impact statements in Council reports. Community impact statements are a corporate requirement in all reports to the following meetings: the cabinet, individual decision makers, scrutiny, regulatory committees and community councils. Community impact statements enable decision makers to identify more easily how a decision might affect different communities in Southwark and to consider any implications for equality and diversity.

The public will be able to view and scrutinise any equality analysis undertaken. Equality analysis should therefore be written in a clear and transparent way using plain English. Equality analysis may be published under the council's publishing of equality information, or be present with divisional/departmental/service business plans. These will be placed on the website for public view under the council's Publications Scheme.

Equality analysis should be reviewed after a sensible period of time to see if business needs have changed and/or if the effects that were expected have occurred. If not then you will need to consider amending your policy accordingly. This does not mean repeating the equality analysis, but using the experience gained through implementation to check the findings and to make any necessary adjustments.

Engagement with the community is recommended as part of the development of equality analysis. The council's Community Engagement Division and critical friend, the Forum for Equality and Human Rights in Southwark can assist with this (see section below on community engagement and www.southwarkadvice.org.uk).

Whilst the equality analysis is being considered, Southwark Council recommends considering health and wellbeing implications, as health and health inequalities are strongly influenced by the environment we live and work in. As a major provider of services to Southwark residents, the council has a legal duty to reduce health inequalities and this is reflected in its values and aims. For this reason, the council recommends considering health & wellbeing impacts in all equality analyses, not forgetting to include identified potential mitigating actions.

Section 1: Equality analysis details

Proposed policy/decision/business plan to which this equality analysis relates	<p>Passmore Building Project</p> <p>The aim of the project is to provide a renovated building to:</p> <ul style="list-style-type: none">a) support outreach to the community, and encourage wider uptake of higher educationb) provide a base for the running of apprenticeships, including liaison with other educational providers;c) provide some teaching facilities for courses being run by LSBU.
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Strategic Director:		Deborah Collins			
Department		Environment and Leisure	Division	Education	
Period analysis undertaken		January to March 2017			
Date of review (if applicable)		N/A			
Sign-off	Nina Dohel	Position	Director of Education	Date	16 March 2017

Section 2: Brief description of policy/decision/business plan

1.1 Brief description of policy/decision/business plan

LSBU has sought funding from the Council for the creation of the Passmore centre to support its delivery of their new Institute of Professional and Technical Education. The delivery of the centre will also bring back into use a Grade two listed building. The development of the building will create the infrastructure and technical facilities required to support a substantial growth in the offer of Higher and Degree Apprenticeships by LSBU. The centre will be a hub for apprenticeship development and delivery a physical gateway through which learners and employers access apprenticeship programmes and support. The refurbishment of the Passmore Building as the new Passmore Centre, will provide increased capacity in the University's laboratories and other technical teaching facilities to support further professional and technical education.

Section 3: Overview of service users and key stakeholders consulted

2. Service users and stakeholders	
Key users of the department or service	Students Employees Members of the public Employers
Key stakeholders were/are involved in this policy/decision/business plan	LSBU Southwark Council Students (at LSBU) Staff (at LSBU)

Section 4: Pre-implementation equality analysis

This section considers the potential impacts (positive and negative) on groups with 'protected characteristics', the equality information on which this analysis is based and any mitigating actions to be taken.

The first column on the left is for societal and economic issues (discrimination, higher poverty levels) and the second column on the right for health issues, physical and mental. As the two aspects are heavily interrelated it may not be practical to fill out both columns on all protected characteristics. The aim is, however, to ensure that health is given special consideration, as it is the council's declared intention to reduce health inequalities in the borough. The Public Health Team can assist with research and data.

Age - Where this is referred to, it refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds).

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
<p>The impact will be positive the building will be considerably improved, providing better access and designed with young people post 16 in mind.</p> <p>All access and use of building will be in compliance with the Building Regulations 2010, including section M.</p>	Positive - see adjacent text.
Equality information on which above analysis is based	Health data on which above analysis is based
Data about and discussions with staff and Students Local Population Disability Figures based on the census 2011.	
Mitigating actions to be taken	
When building works commence the site management plan should also take into account use of the area by young people.	

Disability - A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
<p>The impact will be positive as the building will meet good standards of accessibility.</p> <p>All access and use of building will be in compliance with the Building Regulations 2010, including section M.</p>	Positive - see adjacent text.

Equality information on which above analysis is based	Health data on which above analysis is based
Discussions with staff and students.	See adjacent text
Mitigating actions to be taken	
<p>Discussions about how to ensure the building design will meet the highest standards of accessibility for a range of groups are ongoing and further discussions are planned with:</p> <ol style="list-style-type: none"> 1. dNet- Staff Disability Network on 15 March 2017 2. Head of Wellbeing Disability and Dyslexia Support / Student Mental Health and Wellbeing (awaiting feedback) 3. Business Disability Forum (BDF) 4. The Centre for Accessible Environments – TBC 5. Student Union – 2 March 6. Library staff – 6 and 7 March <p>When building works commence the site management plan should also take into account use of the area by people with disabilities and ensure their needs are addressed.</p>	See adjacent text

Gender reassignment - The process of transitioning from one gender to another.	
Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
The impact will be positive as the premises will have non - gender specific signage and toilet facilities.	Positive - see adjacent text
Equality information on which above analysis is based.	Health data on which above analysis is based
2015/16 - July discussions and analysis of Staff and Students.	Positive - see adjacent text
Mitigating actions to be taken	
None required	

Marriage and civil partnership – In England and Wales marriage is no longer restricted to a union between a man and a woman but now includes a marriage between a same-sex couple. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples and must be treated the same as married couples on a wide range of legal matters. **(Only to be considered in respect to the need to eliminate discrimination.)**

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
Neither positive nor negative impact.	None identified
Equality information on which above analysis is based	Health data on which above analysis is based
2015/16 - July discussions and analysis of data related to Staff and Students.	
Mitigating actions to be taken	
None required.	

Pregnancy and maternity - Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
The impact will be positive as reasonable adjustments will be considered on a case to case basis for a Rest room facility to accommodate pregnant women and space for breast feeding and storage facilities.	Positive - see adjacent text
Equality information on which above analysis is based	Health data on which above analysis is based
Discussions with staff and students analysis of staff and student data.	Discussions with staff and students analysis of staff and student data
Mitigating actions to be taken	
None required.	

Race - Refers to the protected characteristic of Race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins. N.B. Gypsy, Roma and Traveller are recognised racial groups and their needs should be considered alongside all others

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
The impact will be positive as we will consider signage that is pictorial for reception staff, and a welcome reception note displayed in the top 10 local languages.	Neutral
Equality information on which above analysis is based	Health data on which above analysis is based
Discussions with staff and students analysis of staff and student data.	
Mitigating actions to be taken	
None required	

Religion and belief - Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
The impact will be positive as Prayer room facilities can be accommodated on an individual basis. Prayer room facilities and washing facilities are provided within the Borough Road Building at present; the distance between the two buildings is about 100m.	The impact will be positive as meeting people's faith needs contributes to well-being and sense of inclusion
Equality information on which above analysis is based	Health data on which above analysis is based
Discussions with staff and students analysis of staff and student data.	
Mitigating actions to be taken	
None required	

Sex - A man or a woman.	
Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
The impact will be positive as the premises will have non - gender specific signage and toilet facilities	None.
Equality information on which above analysis is based	Health data on which above analysis is based
As above.	
Mitigating actions to be taken	
<p>None required.</p> <p>When building works commence the site management plan should also take into account use of the area by women and ensure their needs are addressed especially that they are free from harassment.</p>	

Sexual orientation - Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes	
Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
Impact will be positive as the premises will have non gender specific signage and toilets will be in place.	None.
Equality information on which above analysis is based	Health data on which above analysis is based
As above.	
Mitigating actions to be taken	
None required.	

Socio-economic disadvantage – although the Equality Act 2010 does not include socio-economic status as one of the protected characteristics, Southwark Council recognises that this continues to be a major cause of inequality in the borough. Socio economic status is the measure of an area's, an individual's or family's economic and social position in relation to others, based on income, education, health, living conditions and occupation.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
As this is an analysis of a building rather than service or policy this element has not been analysed.	
Equality information on which above analysis is based	Health data on which above analysis is based
N/A	
Mitigating actions to be taken	
N/A	

Human Rights

There are 16 rights in the Human Rights Act. Each one is called an Article. They are all taken from the European Convention on Human Rights. The Articles are The right to life, Freedom from torture, inhuman and degrading treatment, Freedom from forced labour, Right to Liberty, Fair trial, Retrospective penalties, Privacy, Freedom of conscience, Freedom of expression, Freedom of assembly, Marriage and family, Freedom from discrimination and the First Protocol

Potential impacts (positive and negative) of proposed policy/decision/business plan
The building has no impact on Human Rights either positive or negative not addressed above
Information on which above analysis is based
Mitigating actions to be taken
None required.

Section 5: Further actions and objectives

5. Further actions			
Based on the initial analysis above, please detail the key mitigating actions or the areas identified as requiring more detailed analysis.			
Number	Description of issue	Action	Timeframe
1	None required for the main proposal.		
2	Impact of works on users in the area.	However the site management planning will also need to consider equalities issues to protect people in the equalities groups especially relating to age and disability.	During period seeking planning permission
3			
4			
5			
6			
7			

5. Equality objectives (for business plans) N/A				
Based on the initial analysis above, please detail any equality objectives that you will set for your division/department/service. Under the objective and measure column please state whether this objective is an existing objective or a suggested addition to the Council Plan.				
Objective and measure	Lead officer	Current performance (baseline)	Targets	
			Year 1	Year 2

5. Health objectives (for business plans) N/A

Based on the initial analysis above, please detail any health objectives that you will set for your division/department/service. Under the objective and measure column please state whether this objective is an existing objective or a suggested addition to the Council Plan.

Objective and measure	Lead officer	Current performance (baseline)	Targets	
			Year 1	Year 2