



Equality and health analysis guidance and template

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 user's 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	Draft Southwark Volunteering Strategy 2017- 2020
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Equality analysis author	Jasbinder Baddhan				
Strategic Director:	Gerri Scott				
Department	Housing and Modernisation	Division	Community Engagement		
Period analysis undertaken	July 2016 - July 2017				
Date of review (if applicable)	July 2018				
Sign-off		Position		Date	

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

1.1 Brief description of policy/decision/business plan

It is proposed to introduce a refresh of the existing volunteering strategy to increase the community awareness of volunteering in the borough. This new strategy will also be shaped to respond to the existing austerity measures and address the shift in the relationship between the council and the voluntary and community sector over the next three years.

A conference held in July 2016 explored the existing nature of volunteering and challenges around the access of volunteering opportunities. The strategy has taken the outcomes of this conference and produced an action plan around:

- Key areas of need
- Improved cross sector working
- Ensuring key principles and a strong vision are rooted within the borough

The external drivers for this strategy are:

1. Residents working as volunteers to serve other residents can serve to build community cohesion.
2. Importance of the financial contribution that volunteers make in supporting residents that may have been affected by financial cuts and the changes attributed to welfare reform.

The external drivers for this strategy are:

1. Support for the vision of a fairer future – a key commitment of the Council
2. Strategic links with the Voluntary and Community Strategy in supporting access to community resources and utilising the skills of local people
3. Support for the vision of an Age Friendly borough in a focus one encouraging young and older people to volunteer

This strategy which has been co-produced with voluntary and community sector organisations aims to deliver:

- a) increasing community awareness and knowledge of volunteering opportunities
- b) promoting and targeting volunteering opportunities across the community
- c) improving the co-ordination, quality and accessibility of volunteering opportunities

Section 3: Overview of service users and key stakeholders consulted

2. Service users and stakeholders	
Key users of the department or service	This Volunteering strategy will apply to all residents and communities and across all of the protected characteristics.
Key stakeholders were/are involved in this policy/decision/business plan	<p>The key stakeholders involved in the co-production of this strategy are:</p> <p>Volunteering strategy group</p> <p>Cllr Barry Hargrove Community Southwark Black Cultural Archives London South Bank University Shakespeare's Globe Southbank Centre Link Age Southwark Southwark Refugee Communities Forum</p> <p>Attendees from the conference in July 2016</p> <p>Divine Rescue Southwark Sierra Leone Multicultural organisation Southwark Mediation Centre Peckham Vision Family Lives Peabody Community Southwark Volunteer Shakespeare's Globe Pembroke House Imperial War Museum Bankside Residents Forum Citizens Advice Southwark Camberwell community resident South London and Maudesley Mental Health Promotion Team CoolTan Arts Link Age SouthBank Centre Southwark Council Libraries Latin American Disabled People's Project Beanstalk Charity Community Southwark Volunteer Guys and St Thomas NHS Foundation Trust Daughters of Divine Love TATE Gallery</p>

	Thamesreach Southwark Day Centre for Asylum Seekers Team London Advising London Southbank centre Southwark Mediation Centre Southwark Council Community Southwark Southwark Council Southwark Day Centre for Asylum Seekers AHOY
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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)
The strategy will focus on Young People in 2017/2018 feeling more positive accessing volunteering opportunities. In year two the focus will be older people.	The strategy will promote the benefits of volunteering and well-being through social prescribing.
Equality information on which above analysis is based	Health data on which above analysis is based
<p>Southwark is the third most densely populated borough in London with an estimated population of 310,000, and is predicted to increase by 37,000 over the next 10 years. The average age of the Young Population is 34.2 years.</p> <p>The 2011 census indicates that Southwark has a shrinking older population, with approximately 10% of residents being 60 +. This is a lower percentage than the rest of London and England.</p> <p>There is an increase in the number of young people not in employment, education and training which in 2012 was higher than the national average across London and England.</p> <p>The main beneficiaries of volunteering are Children, Young People and Families (23%). 4% of the volunteers were people that were under the age of 20 years old, with 38% volunteering in the 30-45 age range. Only 3% of volunteers were 65+ age range - <i>people that approached Community Southwark for support in quarter 4 monitoring for January – March 17</i>).</p> <p>37% of the people that visited the Volunteer Centre</p>	<p>The Joint Strategic Needs Assessment states that the Southwark's resident's survey in 2012-2013 reported a direct link between age and employment.</p> <p>A higher percentage of people that were employed were aged 30+ and this category reported higher levels of well-being. People that reported lower levels of well-being were those that were unemployed, sick or disabled.</p> <p>A small percentage (28.6%) of adult carers report having as much social interaction as they would like.</p>

in 2016/2017 were aged between 30 and 35 which are consistent with the demographics of the borough.	
Mitigating actions to be taken	
Older people will be become the focus for the strategy group in 2018/2019.	The strategy will promote the benefits of volunteering and well-being through social prescribing.

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 strategy will have a positive impact on all residents. We are collecting information on the needs of people with disabilities and how we can make volunteering opportunities more accessible.</p> <p>We are also collecting information and Good Practice on projects that work with people with disabilities in order to identify and create suitable volunteering opportunities.</p>	The strategy will promote the benefits of volunteering and well-being through social prescribing.
Equality information on which above analysis is based	Health data on which above analysis is based
<p>(19% of the volunteers were people with a disability - <i>people that approached Community Southwark for support in quarter 4 monitoring for January – March 17</i>).</p> <p>22% of the people that visited the Volunteer Centre in 2016/2017 self defined as having a disability.</p>	
Mitigating actions to be taken	

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 strategy will have a positive impact on all residents.	The strategy will promote the benefits of volunteering and well-being through social prescribing.
Equality information on which above analysis is based.	Health data on which above analysis is based
Data not collected by Community Southwark.	
Mitigating actions to be taken	

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 couples. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favorably 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)
The strategy will support and positively promote volunteering across all of the protected characteristics.	The strategy will promote the benefits of volunteering and well-being through social prescribing.
Equality information on which above analysis is based	Health data on which above analysis is based
Data not collected by Community Southwark.	
Mitigating actions to be taken	

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<p>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.</p>	
<p>Potential impacts (positive and negative) of proposed policy/decision/business plan</p>	<p>Potential health impacts (positive and negative)</p>
<p>The strategy will support and positively promote volunteering across all of the protected characteristics.</p>	<p>The strategy will promote the benefits of volunteering and well-being through social prescribing.</p>
<p>Equality information on which above analysis is based</p>	<p>Health data on which above analysis is based</p>
<p>Data not collected by Community Southwark.</p>	
<p>Mitigating actions to be taken</p>	

<p>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</p>	
<p>Potential impacts (positive and negative) of proposed policy/decision/business plan</p>	<p>Potential health impacts (positive and negative)</p>
<p>The strategy will support and positively promote the diversity of the borough by bringing people together from different races in a mutually beneficial encounter. If the volunteering is long term it can lead to the building of stronger relationships.</p> <p>The second highest numbers of beneficiaries of</p>	<p>The strategy will promote the benefits of volunteering and well-being through social prescribing.</p>

<p>volunteering are Black, Asian, Minority Ethnic and Refugee at (11%). 39% of White British and 40% of Black or Black British were active volunteers - <i>people that approached Community Southwark for support in quarter 4 monitoring for January – March 17</i>).</p> <p>Between 2016 and 2017 42% of Black or Black British visited the volunteer centre at Community Southwark with White (British/Irish/Any other White Background) as the second highest group at 36%.</p>	
<p>Equality information on which above analysis is based</p>	<p>Health data on which above analysis is based</p>
<p>47% of Southwark communities belong to an ethnic minority and the borough has the largest Black African population in the country.</p> <p>Southwark's returned Census questionnaires recorded a population of 288,700, out of London's population of 8,204,400, according to the Census 2011.</p> <p>According to the Census, 29% of the boroughs' population are from non-EU countries, which may be an under-estimation as those from non-EU countries may be less likely to have completed the census return, for a number of reasons, including not understanding the process or purpose of the Census, mistrust, not having the language skills to understand the questionnaire, not being registered or overstaying the permit to remain.</p> <p>For 25% of the households returning the form, 25% had a main language other than English (the national average being 9%). Of the languages spoken in Southwark 80.4% recorded English as their first language – 2.3% held Spanish as their main language – the second most spoken language in the borough.</p>	<p>Southwark has the 9th highest population density in England and Wales with just half of its population from an ethnic minority background. With a significantly diverse community many of the volunteers form part of the thousands of voluntary and community sector organisations that exist in the borough. Volunteers therefore are critical in helping to build a strong and resilient borough and contributing to community cohesion</p>
<p>Mitigating actions to be taken</p>	

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 strategy will support and positively promote the religious diversity of the borough by bringing people together from different faiths and beliefs in a mutually beneficial encounter. If the volunteering is long term it can lead to the building of stronger relationships.	The strategy will promote the benefits of volunteering and well-being through social prescribing.
Equality information on which above analysis is based	Health data on which above analysis is based
<p>The national 2011 Census for the borough highlights a people of 288,283 (in June 2014 it was estimated to be even higher at 302,500) the majority of whom have stated their faith religion.</p> <p>From that population number, 52.5 %, of people say they are Christian; 8.5 say they are Muslim. Other minority faiths in the borough include, Buddhist, 1.3%; Hindu, 1.3%; 0.3% Jewish; 0.2% Sikh and 0.5 are from other religions. Over 26.7% of people said they do not have a religion or did not state their religion.</p> <p>The borough has over 300 places of worship groups, which people of faith frequent.</p> <p>Data on the number of volunteers by religion/belief not collected by Community Southwark.</p>	
Mitigating actions to be taken	

Sex - A man or a woman.	
Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
The strategy will support and positively promote volunteering across all of the protected characteristics.	The strategy will promote the benefits of volunteering and well-being through social prescribing.

Equality information on which above analysis is based	Health data on which above analysis is based
Data on the number of volunteers by sex not collected by Community Southwark.	
Mitigating actions to be taken	

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)
The strategy will support and positively promote volunteering across all of the protected characteristics.	The strategy will promote the benefits of volunteering and well-being through social prescribing.
Equality information on which above analysis is based	Health data on which above analysis is based
Data on the number of volunteers by sexual orientation not collected by Community Southwark.	
Mitigating actions to be taken	
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 families 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)

<p>In developing their existing skills base and the promotion of their personal well-being volunteers have access to better job opportunities, become better equipped for the market place and will have a greater impact on the local economy in Southwark.</p> <p>The strategy promotes and supports accessing community resources and using the local knowledge and expertise of volunteers. In developing such skills and knowledge on the ground we are better to able to understand and know our communities.</p> <p>The importance of the role of volunteers within the current environment of significant cuts to both council services and voluntary and community sector funding. The data and evidence highlights the fact that that if the 44,000 volunteers during the last financial year and that contribution was given a fiscal calculation this would equate to just under £50 million.</p> <p>Many of these volunteers are working to meet key needs of residents that may have been affected by financial cuts and welfare reform and supporting and navigating residents through these processes.</p> <p>The strategy will support improving and supporting community cohesion through support given in an environment of welfare reform.</p>	<p>The strategy will promote the benefits of volunteering and well-being through social prescribing.</p>
<p>Equality information on which above analysis is based</p>	<p>Health data on which above analysis is based</p>
<p>In 2012/2013 the ONS survey showed that 7.9% of 16- 64 have no qualifications compared to 7.8% in London.</p> <p>(66% of the volunteers were people that were unemployed - <i>people that approached Community Southwark for support in quarter 4 monitoring for January – March 17</i>).</p> <p>The borough has the 6th highest level of income deprivation amongst the over 60's in the UK. Volunteering opportunities are available for students (to support their studies), people returning to work, those that are semi-retired/retired, unemployed and JSA claimants.</p> <p>Research by McIlwane in 2011 highlighted that since the 1980's when Colombians and Ecuadorians were the first arrivals, employment has been concentrated in low skilled, low paid</p>	<p>The strategy will promote health and well-being through supporting vulnerable people and helping them to build personal resilience.</p> <p>The strategy will also serve to increase community cohesion, a sense of belonging and the self esteem of both the volunteer and person that they are assisting.</p> <p>A profile of the socio-economic determinants of health during the economic downturn indicate that people in general who in employment are in general healthy both physically and mentally, have good levels of social interaction and a strong personal identity.</p>

sectors such as hospitality and cleaning. This is the case even though most Latin Americans were educated to technical levels. The living standards and access to services has been low.

All of these factors make the Latin American community heavily reliant on the third sector organisations and the Council, for advice on housing, social justice and employment, and welfare issues (education, health services).

The lack of opportunities is further compounded by the language barrier, and barriers to access to classes which take place during hours of late shift working. The hours of work also make it difficult to access Council and public sector services, many Latin Americans hold several low skilled jobs in order to support the basic needs.

In the Hidden Communities Research the report highlights that the use of Third Sector Support services is low.

- Arabic speaking and Bangladeshi women were significantly less likely to be employed than other groups in the sample.
- 28% of respondents were working 'cash in hand' (representing 42% of those who said that they were 'employed').
- Undocumented migrants were particularly vulnerable to employer exploitation.
- Migrants complained that overseas qualifications were not recognised by British employers.
- Migrants face unique barriers to finding work.
- Young migrants were much more likely to be in part-time work and less likely to be employed at all than other groups.
- Undocumented migrants were especially likely to be in employment

Smaller numbers of people within this research were volunteering.

Unemployment was a worry for most people as was inadequate employment. The research reflected a strong desire of people but difficulty in accessing suitable employment.

34% of employed people volunteered with over half of the people in this time period volunteering that were unemployed (66%) – *people that approached Community Southwark for support in quarter 4 monitoring for January – March 17).*

Volunteering is a socially interactive activity and can also provide individuals with a sense of well-being and although it is unpaid can build skills for the future. A resident's survey in 2012/2013 suggests a clear link between well-being and employment.

The data suggests that well-being also works to strengthen individuals, communities and reduce structural barriers to mental health.

Where budgetary cuts and an environment of austerity measures can lead into increasing levels of stress and anxiety volunteering opportunities can work to provide better economic opportunities for the volunteer and increasing levels of resilience within the community.

30% of the people that visited the Volunteer Centre in 2016/2017 stated that they were in employment.	
Mitigating actions to be taken	

<p>Human Rights</p> <p>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</p>
<p>Potential impacts (positive and negative) of proposed policy/decision/business plan</p>
<p>The strategy will promote the benefits of volunteering and well-being through social prescribing.</p>
<p>Information on which above analysis is based</p>
<p>Mitigating actions to be taken</p>

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	Older people will be become the focus for the strategy group in 2018/2019.	The responsibility for this action lies with the Volunteering Strategy Group.	2018/2019
2	It is recognised that many religious organisations and faith groups contribute to building community strength through social action . This work is largely undocumented	Our work on building the faith directory and recording social provision provided by faith groups will help us better understand the contribution this community makes to social well being and cohesion.	Ongoing and will be developed through a refresh of the work with faith groups in the Communities Division
3			
4			
5			
6			
7			

5. Equality objectives (for business plans)				
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

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5. Health objectives (for business plans)

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