

## Equality Impact Assessment / Equality Analysis

<b>Title of service or policy</b>	Alcohol Harm Reduction Review
<b>Name of directorate and service</b>	Democratic Services ( Policy Development & Scrutiny)
<b>Name and role of officers completing the EIA</b>	Emma Bagley (Policy Development & Scrutiny Project Officer)
<b>Date of assessment</b>	October 2013

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the process, with a final version including the action plan section being published on the Council's and NHS Bath and North East Somerset's websites.

1.	Identify the aims of the policy or service and how it is implemented.	
	Key questions	Answers / Notes
1.1	<p>Briefly describe purpose of the service/policy including</p> <ul style="list-style-type: none"> <li>• How the service/policy is delivered and by whom</li> <li>• If responsibility for its implementation is shared with other departments or organisations</li> <li>• Intended outcomes</li> </ul>	<p><b>Background</b></p> <p>Alcohol harm reduction isn't a specific service but describes partnership activity drawing on various B&amp;NES services as well as organisations such as the NHS and Avon &amp; Somerset Police. The most recent policy was the Refreshed Alcohol Harm Reduction Strategy for Bath and North East Somerset 2012. B&amp;NES officers work across a number of work-streams for example community safety, licensing, public health and education.</p> <p><b>Purpose</b></p> <p>The purpose of the scrutiny inquiry day review was to provide the opportunity to formulate policy approaches with relevant experts and stakeholders on the key issues in the B&amp;NES Alcohol Harm Reduction strategy and the new powers introduced through the Government's 'Alcohol Strategy' and refresh the B&amp;NES Alcohol Harm Reduction Strategy and its desired outcomes.</p> <p><b>Key Objectives</b></p> <ol style="list-style-type: none"> <li>1. To engage key stakeholders in developing a future policy direction for the use of new powers for local authorities and health bodies through the Government's 'Alcohol Strategy'. For example, the use of other new powers including extended Early Morning Restriction Orders for</li> </ol>

		<p>businesses in Bath and North East Somerset</p> <ol style="list-style-type: none"> <li>2. To examine existing evidence in order to identify the harm caused by alcohol in Bath and North East Somerset. This data will feed into the Joint Strategic Needs Assessment and refreshed Alcohol Harm Reduction Strategy.</li> <li>3. To engage key stakeholders in refreshing the Alcohol Harm Reduction Strategy and its desired outcomes: <ol style="list-style-type: none"> <li>a. Increasing the number of people drinking sensibly within the daily safe limits</li> <li>b. Decreasing the physical and emotional harm arising in people who misuse alcohol</li> <li>c. Decreasing the crime and disorder arising in people who misuse alcohol</li> <li>d. Decreasing the impairment at work arising in people who misuse alcohol</li> <li>e. Decreasing the amount of family and community harm related to alcohol misuse</li> <li>f. Preventing children and young people and adults from misusing alcohol</li> </ol> </li> </ol> <p><b>Intended Outcomes</b></p> <p>This was a joint panel task. The relevant Policy Development and Scrutiny panels were:</p> <ul style="list-style-type: none"> <li>• Planning, Transport and Environment</li> <li>• Early Years, Children and Youth</li> <li>• Economic and Community Development and</li> <li>• Wellbeing</li> </ul> <p>The steering group set out to produce recommendations that aim to reduce alcohol harm reduction.</p> <p>A report including recommendations is to be presented to a public meeting of the Wellbeing Policy Development and Scrutiny Panel on 22<sup>nd</sup> November 2013.</p> <p><b>Responsibility for implementation</b></p> <p>The recommendations will be made available to the relevant Cabinet Member in B&amp;NES for them to accept, reject or defer. There may be recommendations that impact on partner organisations.</p>
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		These will be made available to the relevant partners for a response.
<b>1.2</b>	<p>Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> <li>• Is it a new service/policy or review of an existing one?</li> <li>• Is it a national requirement?).</li> <li>• How much room for review is there?</li> </ul>	<p>The scrutiny inquiry day set out to investigate the impacts, challenges and recommendations for alcohol harm reduction across the broad topic areas of health/education, community safety and licensing/environment.</p> <p>The inquiry day considered the new powers being introduced through the Government's Alcohol Strategy and looked to refresh the B&amp;NES Alcohol Harm Reduction Strategy. Whilst there is not a national requirement to undertake this work, the subject is of interest to a number of scrutiny panels. In addition, the Health and Wellbeing Board have identified alcohol as a key priority within the Joint Health and Wellbeing Strategy</p> <p>The focus of this work has been on initiatives where B&amp;NES is likely to either have impact locally (through the Alcohol Harm Reduction Strategy) or influence nationally (by responding to future government consultation). The scrutiny inquiry day did not therefore focus on areas that, whilst important, the council has limited influence over such as supermarket pricing policies.</p>
<b>1.3</b>	Do the aims of this policy link to or conflict with any other policies of the Council?	<p>Joint Health &amp; Wellbeing Strategy:  <a href="http://www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/working-partnership/health-and-wellbeing-board">http://www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/working-partnership/health-and-wellbeing-board</a></p> <p>Licensing Policy:  <a href="http://www.bathnes.gov.uk/services/business/licences/alcohol-and-entertainment/statement-licensing-policy">http://www.bathnes.gov.uk/services/business/licences/alcohol-and-entertainment/statement-licensing-policy</a></p> <p>Community Safety Plan:  <a href="http://www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/crime-prevention-and-community-safety/community-safety-0">http://www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/crime-prevention-and-community-safety/community-safety-0</a></p> <p>Refreshed Alcohol Harm Reduction Strategy:  <a href="http://democracy.bathnes.gov.uk/documents/s16367/Appx%201%20Refreshed%20Alcohol%20Harm%20Reduction%20Strategy.pdf">http://democracy.bathnes.gov.uk/documents/s16367/Appx%201%20Refreshed%20Alcohol%20Harm%20Reduction%20Strategy.pdf</a></p>

## 2. Consideration of available data, research and information

Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential sources:

- **Demographic** data and other statistics, including census findings
- Recent **research** findings (local and national)
- Results from **consultation or engagement** you have undertaken
- Service user **monitoring data** (including ethnicity, gender, disability, religion/belief, sexual orientation and age)
- Information from **relevant groups** or agencies, for example trade unions and voluntary/community organisations
- Analysis of records of enquiries about your service, or **complaints** or **compliments** about them
- Recommendations of **external inspections** or audit reports

	Key questions	Data, research and information that you can refer to
2.1	What is the equalities profile of the team delivering the service/policy?	The steering group for this work comprised 9 people; 6 women, 3 men. The scrutiny officers supporting this work were both women.
2.2	What equalities training have staff received?	All elected members on the steering group have attended equality briefings. All officers have attended equality updater training.
2.3	What is the equalities profile of service users?	<ul style="list-style-type: none"> <li>• This EqlA covers all residents and visitors to the area.</li> <li>• The equalities profile of residents and visitors reflects a diverse population and is representative of all nine equalities strands.</li> <li>• A summary of our populations equality data from the Joint Strategic Needs Assessment 2012-15 is found here:  <a href="http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/research-library">http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/research-library</a> </li> </ul>

<b>2.4</b>	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, consultation findings). Are there any gaps?	<p>Data collated for discussion during the scrutiny inquiry day spanning health, community safety and licensing / environment.</p> <p>Emails, phone calls and statements from stakeholders including residents.</p>
<b>2.5</b>	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	<p>The steering group undertook a scrutiny inquiry day with various stakeholders. A full stakeholder analysis was made. Invitations to the event were sent to a range of statutory and voluntary sector organisations, schools / colleges, NHS, representatives of young people, older people, communities etc. Cllr Hartley worked with the faith forum to ensure representation from faith groups. A press release and twitter social media was included to engage with wider residents and community members. Phone calls were received from various interested delegates to find out more about the work such as councillors, business owners, licensees, health professionals and resident associations. Statements were submitted by those who may not be able to make the day, or who wanted to make written representations.</p>
<b>2.6</b>	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	<p>No further work is envisaged in the immediate future.</p>
<b>3. Assessment of impact: 'Equality analysis'</b>		
	<p>Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:</p> <ul style="list-style-type: none"> <li>Meets any particular needs of equalities groups or helps promote equality in some way.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Could have a negative or adverse impact for any of the equalities groups</li> </ul>	
		<b>Examples of what the service has done to promote equality</b>	<b>Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this</b>
	All people	<p>When undertaking the stakeholder analysis, it was important to include a range of residents and community representatives.</p> <p>By publicising the Scrutiny inquiry day and inviting written statements it was possible to capture a wider audience to contribute to the work.</p>	<p>The aim of this work was to draw from a range of voices, including those who work with or are residents or families within local communities. Health watch was invited to the scrutiny inquiry day to bring the voice of service users. Southside was present at the scrutiny inquiry day to share the voice of families experiencing domestic violence. One speaker talked about young people and attainment</p> <p>Young people may perceive barriers to engaging with a scrutiny process. To encourage input, officers circulated an invitation to the day to PSHE leads, schools, colleges and universities. In addition a twitter strategy was included to capture on-line views via social media.</p> <p>To ensure the work included views of those with different religious/faith groups Cllr Nathan Hartley worked to ensure the participation of the faith forum.</p> <p>To bring a good balance of city / urban views, both city based councillors as well as parish councillors were invited to attend the day. One speaker on community safety issues spoke of experiences in a non-city district of B&amp;NES.</p> <p>The views of business/ employment and residents were heard. Scrutiny inquiry day delegates and statements drew from both the licensing trade as well as from residents.</p>

#### 4. Bath and North East Somerset Council & NHS B&NES Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
None envisaged				

#### 5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team ([equality@bathnes.gov.uk](mailto:equality@bathnes.gov.uk)), who will publish it on the Council's and/or NHS B&NES' website. Keep a copy for your own records.

**Signed off by:** Vernon Hitchman TBC

**Date:** October 2013