

# Cabinet

## Equality Impact Assessments

7 April 2014

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## LBHF Equality Impact Analysis Tool

### Conducting an Equality Impact Analysis

An EqIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative or unlikely to have a significant impact on each of the protected characteristic groups.

The tool has been updated to reflect the new public sector equality duty (PSED). The Duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

1. **Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under this Act;**
2. **Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;**
3. **Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against the three tenets of the Equality Duty.

### General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Equality Officer for support.
6. Further advice and guidance can be accessed from the separate guidance document (link), as well as from the Opportunities Manager: [PEIA@lbhf.gov.uk](mailto:PEIA@lbhf.gov.uk) or ext 3430

## LBHF Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2014/15 Quarter 1
Name and details of policy, strategy, function, project, activity, or programme	Housing Capital Programme 2014/15 to 2016/17  The annual capital programme represents the implementation of the HRA Asset Management Plan. It seeks to ensure that the Council can continue to provide social rented homes of a good standard; fulfil the Council's statutory obligations as a social housing provider; protect the health, safety and well-being of residents; and preserve the integrity and asset value of the housing stock.
Lead Officer	Name: Stephen Kirrage Position: Director of Asset Management & Property Services, Housing & Regeneration Department Email: stephen.kirrage@lbhf.gov.uk Telephone No: 020 9753 3064
Date of completion of final EIA	10 / 01 / 14

Section 02	Scoping of Full EIA		
Plan for completion	Timing: Resources:		
Analyse the impact of the policy, strategy, function, project, activity, or programme	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral or negative impact on equality, giving due regard to relevance and proportionality.		
	<b>Protected characteristic</b>	<b>Analysis</b>	<b>Impact:</b> Positive, Negative, Neutral
	Age	The programme includes various projects specific to sheltered housing, that is accommodation specifically designed or adapted for people aged 60 years or over: Sheltered housing communal boilers: It is proposed to replace the existing	

		<p>central heating boilers serving various sheltered housing schemes. The new boilers will be more energy-efficient and allow greater control by residents. Works will be undertaken during the summer months to minimise disruption to residents.</p> <p><u>Sheltered housing warden call systems:</u> Sheltered flats and the communal areas of schemes are fitted with an emergency alarm call system so that residents can get emergency help at any time of the day or night. The system is linked to the council's Careline service, which operates 24 hours a day, every day of the year. It is proposed to replace the existing analogue system with a digital network thus improving the long-term reliability of the service.</p> <p><u>Lift modernisation:</u> The programme includes projects to modernise passenger lifts serving blocks on various housing estates. These works will mean that lifts are temporarily out of service and this may be of particular inconvenience to elderly residents or residents with young children. Prior to works, consultation with residents will be undertaken and alternative arrangements for vulnerable residents will be considered. In exceptional circumstances this may entail a temporary decant while service is interrupted. However, in the longer term, the works will improve the reliability of the affected lifts. This project is therefore analysed as having both positive and negative impacts, with the positive outweighing the short-term negative impacts</p>	+
	Disability	<p><u>Disabled Adaptations:</u>The programme includes a budget of £800k for disabled adaptations. These are works that can help give tenants more freedom into and around their home and to access essential facilities within it. Adaptations can range from minor works such as the provision of grab rails or stair rails to major improvements such as the installation of stairlifts, ramps or walk-in showers. Eligibility for equipment or adaptations is assessed under the Fair Access to Care Services (FACs) criteria. Major adaptations are subsequently assessed by the Council's Occupational Therapist and will be appropriate to meet the needs of tenants with a permanent or substantial disability.</p> <p><u>Lift modernisation:</u> The programme includes projects to modernise passenger lifts serving blocks on various housing estates. These works will mean that lifts are temporarily out of service and this may be of particular inconvenience to</p>	+ / -
			+

	<p>residents with impaired mobility. However, in the longer term, the works will improve the reliability of these lifts. In addition, major refurbishment of lifts will include any necessary works to ensure DDA compliance.</p>	+ / -
Gender reassignment	The Housing Capital Programme 2014/15 does not contain any specific provisions for transitioning or transgender people, though they would benefit from all of the proposed spend on projects for all general works.	/
Marriage and Civil Partnership	<p>Information: The law does not require service providers to take into account the impact of what they do on married people and civil partners. The law does require public authorities to have due regard to the need to eliminate unlawful discrimination against someone because of their marriage or civil partnership status.</p> <p>The Housing Capital Programme 2014/15 is not applicable to this protected characteristic in this case</p>	/
Pregnancy and maternity	<p>Analysis of impact on pregnancy and maternity including due regard to PSED (above).</p> <p>The programme includes projects to modernise passenger lifts serving blocks on various housing estates. These works will mean that lifts are temporarily out of service and this may be of particular inconvenience to pregnant women or women who have just given birth.</p>	+ / -
Race	The Housing Capital Programme 2014/15 does not contain any specific provisions regarding race, though all residents would benefit from all of the proposed spend on projects for all general works.	/
Religion/belief (including non-belief)	The Housing Capital Programme 2014/15 does not contain any specific provisions for religious / non-religious groups, though all residents would benefit from all of the proposed spend on projects for all general works	/
Sex	<p>The Housing Capital Programme 2014/15 does not contain any specific provisions for men or women, though all residents would benefit from all of the proposed spend on projects for all general works.</p> <p>Men and women with caring responsibilities for small children, for example, would be affected by the lift maintenance project. These works will mean that lifts are temporarily out of service and this may be of particular inconvenience to</p>	+ / -

		<p>residents with caring responsibilities.</p> <p>However, in the longer term, the works will improve the reliability of these lifts. In addition, major refurbishment of lifts will include any necessary works to ensure DDA compliance, which would benefit those with buggies and prams, in addition to disabled people.</p> <p>Women who are pregnant or who have just given birth would be affected by the lift maintenance project. This is outlined above.</p>	+ / -
	Sexual Orientation	The Housing Capital Programme 2014/15 does not contain any specific provisions for lesbian, gay, bisexual, or heterosexual people, though all residents would benefit from all of the proposed spend on projects for all general works	/
<p><b>Human Rights or Children's Rights</b></p> <p>If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for advice</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>			

<b>Section 03</b>	<b>Analysis of relevant data</b> Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
<b>Documents and data reviewed</b>	N/A
<b>New research</b>	N/A

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	Residents affected by major works schemes will be consulted prior to start on site and specific concerns will be addressed.

<b>Analysis of consultation outcomes</b>	Where appropriate, alternative arrangements will be considered for residents who are unable to remain in occupation during progress of works. This may entail temporary decant, subject to discussions with housing officers.
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<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	Specific consultation has not yet been carried out for proposed schemes. Generally, the likely impact of the proposed works is expected to be positive.

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	Boiler replacements will be programmed for summer months to minimise disruption to service.

<b>Section 07</b>	<b>Action Plan</b>					
<b>Action Plan</b>	Note: You will only need to use this section if you have identified actions as a result of your analysis					
	Issue identified	Action (s) to be taken	When	Lead officer and borough	Expected outcome	Date added to business/service plan

<b>Section 08</b>	<b>Agreement, publication and monitoring</b>					
<b>Chief Officers' sign-off</b>	Name: Stephen Kirrage Position: Director Asset Management & Property Services Email: Stephen.kirrage@lbhf.gov.uk Telephone No: 020 8753 3064					
<b>Key Decision Report (if relevant)</b>	Date of report to Cabinet/Cabinet Member: 07/ 04 /14 Key equalities issues have been included: Yes					
<b>Opportunities Manager (where involved)</b>	Name: Position: Date advice / guidance given:					





Email: Telephone No:
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# Agenda Item 16

## APPENDIX B - EIA Document LBHF Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2014/15 Q1
Name and details of policy, strategy, function, project, activity, or programme	<b>HIGHWAY MAINTENANCE: APPROVAL OF THE 2014/15 PROGRAMME (new)</b> To note and approve the 2014/15 highway maintenance (carriageway and footway) schemes. This report is produced every year.
Lead Officer	Name: Ian Hawthorn Position: Head of Highways Maintenance and Projects Email: ian.hawthorn@lbhf.gov.uk Telephone No: 0208 753 3058
Date of completion of final EIA	03/02/2014

Section 02	Scoping of Full EIA						
Plan for completion	Timing: Resources:						
Analyse the impact of the policy, strategy, function, project, activity, or programme	<p>Examples of works that are likely to impact more on older and disabled people include:</p> <p><b>Improving Pedestrian Environment - Street Decluttering</b> During the planned maintenance schemes streets are analysed for 'decluttering'. This involves reducing and consolidating, where possible, the amount of street furniture. Removal of redundant signs posts and attaching signs to lamp columns, as well as the removal of bollards all helps reduce the 'clutter' on the street. These small improvements can make the street easier to negotiate for vulnerable road users such as the disabled and elderly by removing potential obstructions.</p> <p><b>Improving pedestrian environment - Ensure dropped kerbs protected from parked cars</b> During the planned maintenance schemes, road marking is reviewed to ensure it is compliant with current policy and regulations. Where needed, we check the levels of dropped kerbs and rectify where needed. These small improvements can make the street easier to negotiate for vulnerable road users such as the disabled and elderly.</p> <p>As a result of the overall works, there may be benefits associated with certain groups and not others as detailed below:</p> <table border="1"> <thead> <tr> <th>Protected characteristic</th> <th>Analysis</th> <th>Impact:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Protected characteristic	Analysis	Impact:			
Protected characteristic	Analysis	Impact:					

	Age	Older people are more likely than others to benefit from resurfaced carriageways and footways, as it provides a smoother ride and reduces the likelihood of trip hazards. Making it easier for disabled people to get about removes barriers and encourages participation in public life.	+
	Disability	Disabled people are more likely than others to benefit from resurfaced carriageways and footways, as it provides a smoother ride and reduces the likelihood of trip hazards. Making it easier for disabled people to get about removes barriers and encourages participation in public life.	+
	Gender reassignment	N/A	Neutral
	Marriage & Civil Partnership	N/A	Neutral
	Pregnancy & maternity	N/A	Neutral
	Race	N/A	Neutral
	Religion/belief	N/A	Neutral
	Sex	N/A	Neutral
	Sexual Orientation	N/A	Neutral
	<p><b>Human Rights or Children's Rights</b>  Will it affect Human Rights, as defined by the Human Rights Act 1998?  No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)?  No</p>		
<b>Section 03</b>	<b>Analysis of relevant data</b> Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.		
<b>Documents &amp; data reviewed</b>			
<b>New research</b>	If new research is required, please complete this section		

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	N/A
<b>Analysis of consultation outcomes</b>	N/A

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	N/A

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	N/A

<b>Section 07</b>	<b>Action Plan</b>
<b>Action Plan</b>	N/A

<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
<b>Chief Officers' sign-off</b>	Name: Ian Hawthorn Position: Head of Highway Maintenance and Projects Email: ian.hawthorn@lbhf.gov.uk Telephone No:0208 753 3058
<b>Key Decision Report (if relevant)</b>	Date of report to Cabinet/Cabinet Member: 03/03/2014 Key equalities issues have been included: Yes