

Appendix D - H&F Equality Impact Analysis Tool



Conducting an Equality Impact Analysis

An EIA 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 is informed by the [public sector equality duty](#) which came into force in April 2011. 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 the Equality Act 2010**
- 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 these three tenets.

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 Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2020/21 / Q4
Name and details of policy, strategy, function, project, activity, or programme	<p>Title of EIA: Housing Strategy 2021 (New)</p> <p>Short summary:</p> <p>The Housing Strategy sets out five key objectives for housing, with an action plan to meet specified commitments under those objectives. The five objectives are: Working with Residents to Meet Housing Needs, Safe, Sustainable Housing, Make H&F a Great Place to Live, Delivering More Homes for Residents, and Prevent Homelessness and End Rough Sleeping.</p> <p>The Home Buy Allocation Scheme sets out the Council's approach to prioritising applicants on low to medium incomes who are seeking low cost home ownership and other intermediate housing options.</p>
Lead Officer	<p>Name: Beatrice McGuire</p> <p>Position: Senior Housing Strategy & Growth Officer</p> <p>Email: Beatrice.mcguire@lbhf.gov.uk</p>
Date of completion of final EIA	20 / 01 / 2021

Section 02	Scoping of Full EIA
Plan for completion	<p>Timing:</p> <p>Residents were consulted in development of the strategy. All H&F tenants and leaseholders were invited to take part in an online consultation between 15 April to 12 May 2019. Two resident focus groups were held on the 4th and 6th of June 2019.</p>

Third sector organisations and Housing Associations were also invited to take part in an online consultation between 1 and 12 May 2019.

Full details of the consultation is set out in the Housing Strategy Consultation Summary (Appendix D).

The resident consultation was publicised on the website and presented at the Housing Representatives Forum.

Third sector organisations and Housing Associations were asked to publicise the resident consultation.

The views and experiences of residents and partners informed the planning and development of the Housing Strategy.

Resources:

The consultations and focus groups were delivered by the Senior Housing Strategy & Growth Officer, with support from the Resident Involvement Team and advice from the Co-Production Lead.

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.

Protected characteristic	Analysis	Impact: Positive, Negative, Neutral
Age	<p>Older Residents</p> <p>In Hammersmith & Fulham, the largest predicted population growth over the next 10 years is expected to be of the over 85 age group. The number of people aged 65 to 85 is also expected to grow by a fifth.</p> <p>The adoption of the Housing Strategy is expected to have a positive impact on older residents in Hammersmith & Fulham. Building on the work of the resident-led Older People’s Commission and Older People’s Housing Strategy, the Strategy supports intergenerational projects, re-introducing convalescent homes, continuing the provision of free carers, and becoming the very first dementia friendly council by training dementia ambassadors.</p>	Positive

	<p>Transitions</p> <p>The Housing Strategy supports working with Adult Social Care to improve transitions at key stages, which would include age-based transitions between housing services for young people and adults.</p> <p>The adoption of the Homebuy Allocations Scheme is not expected to have a positive or negative impact on people based on age.</p>	<p>Positive</p> <p>Neutral</p>
	<p>Disability</p> <p>The 2011 Census shows that 12.6 per cent of H&F residents reported having long-term illness or physical disability (14.7 per cent in 2001). As regards learning difficulties, the Learning Disabilities JSNA shows that there were 1,014 people aged 18 to 64 with a learning disability known to Adult Social Care in 2013/14.</p> <p>The adoption of the Housing Strategy is expected to have a positive impact on disabled residents. Building on the work of the resident-led Disabled People's Commission, and the co-produced Disabled People's Housing Strategy the Housing Strategy supports meeting the housing needs of disabled people through provision of housing services shaped and influenced, and co-produced by and for Disabled residents.</p> <p>The Strategy commits to create a co-production focussed Disabled Residents Housing Group to work with us on policies, service provision, and decision making; involving disabled residents in decisions which affect them.</p> <p>The Strategy supports the delivery of a co-produced online digital platform to advertise and allocate social housing stock.</p> <p>The Strategy commits to creating a culture co-production with disabled residents, and commits to co-producing projects including a review of the aids and adaptations service.</p> <p>The Housing Strategy also commits to updating the Accessible Housing register, so that we have better knowledge about our tenants and the homes they live to ensure they are suitable and fit for purpose and enable us to deliver effective</p>	<p>Positive</p> <p>Positive</p> <p>Positive</p> <p>Positive</p> <p>Positive</p>

		<p>services.</p> <p>The adoption of the Homebuy Allocations Scheme is expected to have no positive or negative impact on disabled residents.</p>	Neutral
	Gender reassignment	The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people who have transitioned or are transgender.	Neutral
	Marriage and Civil Partnership	<p>At the time of the 2011 Census, 29.6% of the borough residents aged 16 and over stated they were married. 0.5% of H&F residents were in a registered same-sex civil partnership above national average of 0.2%. 10.3% of the population are separated or divorced and 3.7% are widowed.</p> <p>The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people on the basis of marriage or civil partnership status. There are no specific services to be delivered to people on the basis of marriage or civil partnership.</p>	Neutral
	Pregnancy and maternity	The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people based on their pregnancy or maternity status.	Neutral
	Race	<p>H&F is diverse, and our population is constantly changing. In 2015, 61% of residents were of an ethnicity other than white british. Our population are 12% of Black origins, 9% of Asian ethnic origin, 6% of mixed origin, and 4% are of Irish origin, the third highest of any local authority in England & Wales.</p> <p>The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people based on their race.</p>	Neutral
	Religion/belief (including non-belief)	<p>54.1% of H&F's population are Christian, above the London average. 13.5% of residents are of a non-Christian religion, 10% are Muslim. The Muslim population in H&F has grown, but not at the rate of other London Boroughs such as Barking and Dagenham. 24% of the population have no religion, above the London average.</p> <p>The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people based on their religion/belief (including non-belief). There are no specific services to be</p>	Neutral

		delivered to people on the basis of religion/belief, or non-belief.	
	Sex	The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people based on their sex.	Neutral
	Sexual Orientation	The adoption of The Housing Strategy and The Homebuy Allocations Scheme is not expected to have a negative or positive impact on people based on their sexual orientation.	Neutral
<p>Human Rights or Children's Rights 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? Yes / No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? Yes / No</p>			

Section 03	<p>Analysis of relevant data 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.</p>
Documents and data reviewed	<p>Data and research were provided by the Principal Performance & Information Officer and Principal Business Intelligence Analyst. Data included:</p> <p>GLA Ethnic Projections H&F GLA Population projections H&F Indices of Deprivation, LBHF briefing H&F Borough Profile 2018 The 2017 Strategic Housing Market Assessment 2011 Census Demand for Traveller Sites</p>

New research	If new research is required, please complete this section None
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Section 04	Consultation
Consultation	<p>Residents were consulted during the development of the strategy. Consultation took two forms: an online consultation, and focus groups.</p> <p>The Co-Production Lead was consulted throughout the development of the Strategy.</p> <p>In April 2018, a letter was sent to all H&F tenants and leaseholders inviting them to take part in an online consultation, share their views on housing to help shape the new Housing Strategy. There was also the option for residents to complete paper questionnaire if preferred. Over 300 residents responded to the housing questionnaire, online or by post. Consultation responses were analysed for key themes and concerns which were raised by residents. Responses were also analysed to consider the priority order given to various issues by residents. All suggestions and comments from residents were considered, and were included where viable. Views, priorities, suggestions and comments from questionnaire responses from residents informed the planning and drafting of the Housing Strategy.</p> <p>In May 2019, an email was sent to residents by the Resident Involvement team inviting residents to take part in a Housing Strategy focus group. Two focus groups took place in June, with a total attendance of 13 residents. The focus groups were delivered by the Partnership and Strategy Team, and supported by the Resident Involvement Team. Detailed, guided discussions were held around four loose topics: Priorities for Housing, Serving Residents, H&F as a Place to Live, and Providing More Homes. Detailed notes were taken during the discussions which were considered when planning and drafting the Strategy.</p>
Analysis of consultation outcomes	<p>Key messages taken from the questionnaires and focus groups are presented in the Strategy section ‘What You Said’. These messages, as well as specific suggestions and comments, also shape the strategy more broadly.</p> <p>Residents’ input, through the consultation and focus groups, contributed to the development of four key objectives for the strategy: Working with Residents to Meet Housing Needs, Make H&F a Great Place to Live, Delivering More Homes for Residents, and Prevent Homelessness and End Rough Sleeping. (Objective 2 - Safe, Sustainable Housing, was added at a later stage, but does not have any equalities impact).</p>

Section 05	Analysis of impact and outcomes
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Analysis	As described in detail in the Scoping section, the adoption of the Housing Strategy and Homebuy Allocations Scheme is expected to have a positive or neutral impact on people with protected characteristics. There are not expected to be any negative impacts or outcomes.
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Section 06	Reducing any adverse impacts and recommendations
Outcome of Analysis	Include any specific actions you have identified that will remove or mitigate the risk of adverse impacts and / or unlawful discrimination. This should provide the outcome for LBHF, and the overall outcome. Not applicable

Section 07	Action Plan					
Action Plan	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 department	Expected outcome	Date added to business/service plan
	Monitoring the effects of implementation of the Housing Strategy and The Homebuy Allocations Scheme documents on protected groups	Ongoing monitoring of the impact of key policies	Ongoing	To be confirmed	Early identification of adverse impacts regarding the implementation of the Housing Strategy, The Homebuy Allocations Scheme and documents on protected groups	To be confirmed

Section 08	Agreement, publication and monitoring
Senior Managers' sign-off	Name: Position: Email:

	Telephone No: Considered at relevant DMT:
Key Decision Report (if relevant)	Date of report to Cabinet/Cabinet Member: XX / XX / XX Key equalities issues have been included: Yes/No
Equalities Advice (where involved)	Name: Position: Date advice / guidance given: Email: Telephone No: