

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 or ext 3430

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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	<p>Housing Capital Programme 2014/15 to 2016/17</p> <p>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.</p>
Lead Officer	<p>Name: Stephen Kirrage Position: Director of Asset Management & Property Services, Housing & Regeneration Department Email: stephen.kirrage@lbhf.gov.uk Telephone No: 020 9753 3064</p>
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.		
	Protected characteristic	Analysis	Impact: 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>	<p>+</p> <p>+</p> <p>+</p> <p>+ / -</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>+</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. 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>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? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>			

Section 03	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.
Documents and data reviewed	N/A
New research	N/A

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

Analysis of consultation outcomes	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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Section 05	Analysis of impact and outcomes
Analysis	Specific consultation has not yet been carried out for proposed schemes. Generally, the likely impact of the proposed works is expected to be positive.

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

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												
	<table border="1"> <thead> <tr> <th>Issue identified</th> <th>Action (s) to be taken</th> <th>When</th> <th>Lead officer and borough</th> <th>Expected outcome</th> <th>Date added to business/service plan</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Issue identified	Action (s) to be taken	When	Lead officer and borough	Expected outcome	Date added to business/service plan						
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Section 08	Agreement, publication and monitoring
Chief Officers' sign-off	Name: Stephen Kirrage Position: Director Asset Management & Property Services Email: Stephen.kirrage@lbhf.gov.uk Telephone No: 020 8753 3064
Key Decision Report (if relevant)	Date of report to Cabinet/Cabinet Member: 07/ 04 /14 Key equalities issues have been included: Yes
Opportunities Manager (where involved)	Name: Position: Date advice / guidance given:

Email:
Telephone No: