

## Charnwood Borough Council

### Equality Impact Assessment 'Knowing the needs of your customers and employees'

#### ■ Background

An Equality Impact Assessment is an improvement tool. It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identifying and recording gaps and actions.

#### ■ Legislation- Equality Duty

As a local authority that provides services to the public, Charnwood Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- ✓ Eliminate discrimination, harassment and victimisation
- ✓ Advance Equality of Opportunity
- ✓ Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex (Gender)
9. Sexual orientation

What is prohibited?

1. Direct Discrimination
2. Indirect Discrimination
3. Harassment
4. Victimisation
5. Discrimination by association
6. Discrimination by perception
7. Pregnancy and maternity discrimination
8. Discrimination arising from disability
9. Failing to make reasonable adjustments

**Note: Complete the action plan as you go through the questions**

**Step 1 – Introductory information**

Title of the policy	Housing Acquisition Policy 2018
Name of lead officer and others undertaking this assessment	Beverly Wagstaffe
Date EIA started	April 2018
Date EIA completed	April 2018

**Step 2 – Overview of policy/function being assessed:**

Outline: What is the purpose of this policy? (Specify aims and objectives)
<p>This Equality Impact Assessment considers the impact of the Council acquiring properties to let as affordable housing for rent to meet the housing needs for the Borough.</p> <p>This Policy supports the need for affordable housing through the acquisition of existing housing for sale on the open market, as well as the delivery of new affordable housing on sites whereby the Developer cannot secure a Registered Provider (formerly known as Housing Associations).</p> <p>The Policy aims to:</p> <ul style="list-style-type: none"> <li>• Increase the supply of suitable affordable homes to meet both short-term and long-term housing needs</li> <li>• Facilitate the acquisition of properties for sale on the open market where there is an identified housing need for a specific property such as an adapted property or a property with 4 or more bedrooms</li> <li>• Facilitate the unlocking of stalled new build housing sites where the Developer is not able to secure a Registered Provider</li> <li>• Facilitate Regeneration Schemes</li> </ul>
What specific group/s is the policy designed to affect/impact and what is the intended change or outcome for them?
The Policy is not targeted at a specific group. The purpose of this Policy is to increase the supply of affordable housing for those households in housing needs.
Which groups have been consulted as part of the creation or review of the policy?
There has been no consultation.
In 2017/2018 the Council purchased 2 properties for sale on the open market. This Policy formalises the process Officers will follow when assessing potential properties and proceeding to purchase.

### Step 3 – What we already know and where there are gaps

List any existing information/data do you have/monitor about different diverse groups in relation to this policy? Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc.

Data/information such as:

- Consultation
- Previous Equality Impact Assessments
- Demographic information
- Anecdotal and other evidence

As at the 1st April 2017, there were 2,290 households on the Council Housing Waiting list. As at the 27<sup>th</sup> March 2018, this figure had increased by 263 to 2,553 households.

The need for affordable rented properties by property type is detailed below:

Demand	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	6 Bed	Total
<b>Total</b>	<b>1,230</b>	<b>887</b>	<b>285</b>	<b>151</b>	<b>0</b>	<b>0</b>	<b>2,553</b>
<b>Percentage</b>	<b>48.18%</b>	<b>34.74%</b>	<b>11.16%</b>	<b>5.92%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>100%</b>

Details of the Council's housing stock is detailed below:

Property Type	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	6 Bed	Total
<b>Bedsit</b>	<b>317</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>317</b>
<b>Bungalow</b>	<b>528</b>	<b>37</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>566</b>
<b>Flat</b>	<b>1,768</b>	<b>590</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,374</b>
<b>House</b>	<b>0</b>	<b>25</b>	<b>1,995</b>	<b>125</b>	<b>3</b>	<b>2</b>	<b>2,330</b>
<b>Maisonette</b>	<b>1</b>	<b>16</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24</b>
<b>Total</b>	<b>2,614</b>	<b>848</b>	<b>2,019</b>	<b>125</b>	<b>3</b>	<b>2</b>	<b>5,611</b>
<b>Percentage</b>	<b>46.59%</b>	<b>15.11%</b>	<b>35.98%</b>	<b>2.23%</b>	<b>0.05%</b>	<b>0.04%</b>	<b>100%</b>

What does this information / data tell you about diverse groups? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (Please list)

The information shows that whilst there is a need for additional affordable housing, there is particular shortfall in the availability of 2 and 4 bedroom properties to meet the housing needs of the Borough

The information does not identify that there is a specific gap in need for a specific group.

All Council properties are let in accordance with the Council's Choice Based Lettings Allocation Policy.

### Step 4 – Do we need to seek the views of others? If so, who?

In light of the answers you have given in Step 2, do you need to consult with specific groups to identify needs / issues? If not please explain why.

The Council does not need to consult with specific groups as the Policy is based on an assessment of a property and not aimed at specific groups of property owners/landlords. Properties are let in accordance with the Council's Choice Based Lettings Allocation Policy.

### Step 5 – Assessing the impact

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the individuals or community groups (including what barriers these individuals or groups may face) who identify with any 'protected characteristics' and provide an explanation for your decision (please refer to the general duties on the front page).	
	Comments
<b>Age</b>	No impact/ neutral impact
<b>Disability</b> (Physical, visual, hearing, learning disabilities, mental health)	No impact/ neutral impact
<b>Gender Reassignment</b> (Transgender)	No impact/ neutral impact
<b>Race</b>	No impact/ neutral impact
<b>Religion or Belief</b> (Includes no belief)	No impact/ neutral impact
<b>Sex</b> (Gender)	No impact/ neutral impact
<b>Sexual Orientation</b>	No impact/ neutral impact
<b>Other protected groups</b> (Pregnancy & maternity, marriage & civil partnership)	No impact/ neutral impact
<b>Other socially excluded groups</b> (carers, low literacy, priority neighbourhoods, health inequalities, rural isolation, asylum seeker and refugee communities etc.)	Potential positive impact, as there is a high need for social rented accommodation across the Borough.

Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.

Please note:

- a) If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately.
- b) Additionally, if you have identified adverse impact that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.

No negative impacts have been identified.

Summarise your findings and give an overview as to whether the policy will meet Charnwood Borough Council's responsibilities in relation to equality and diversity (please refer to the general duties on the front page).

This Policy does not have a negative impact on any specific group as the decision to purchase is based on an assessment of the property not who is currently or will in the future occupy the property.

This Policy meets the Charnwood Borough Council's responsibilities in relation to equality and diversity.

### Step 6- Monitoring, evaluation and review

<p>Are there processes in place to review the findings of this Assessment and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?</p>
<p>The outcomes of this EIA will be monitored and reviewed alongside the Policy.</p>
<p>How will the recommendations of this assessment be built into wider planning and review processes? e.g. policy reviews, annual plans and use of performance management systems.</p>
<p>This Policy will be kept under review.</p> <p>Any minor changes which make no significant difference to service provision will be made to the document under delegated authority by the Head of Strategic and Private Sector Housing in consultation with the Lead Member for Housing.</p> <p>Should the Policy be impacted by significant changes or financial implications, it will be taken to Cabinet for consideration</p>

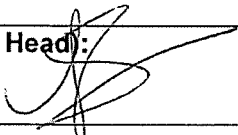
### Step 7- Action Plan

<p><b>Please include any identified concerns/actions/issues in this action plan:</b> The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan</p>			
Reference Number	Action	Responsible Officer	Target Date

### Step 8- Who needs to know about the outcomes of this assessment and how will they be informed?

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Employees		This EIA will be published on the CBC website.
Service users		
Partners and stakeholders		
Others		
To ensure ease of access, what other communication needs/concerns are there?		

Please delete as appropriate

I agree / disagree with this assessment / action plan
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Service Head): 
Date: 25th April 2018

Please send completed & signed assessment to Suzanne Kinder for publishing.

■ Step 9- Conclusion (to be completed and signed by the Service Head)