

Colchester Borough Council

Equality Impact Assessment Toolkit

What is an Equality Impact Assessment? An Equality Impact Assessment (EqIA) is a tool for identifying the potential impact of our policies, services, strategies and functions on our residents, visitors and staff. The assessment must include the potential impact on the following equality groups: age, disability, gender, race, religion or belief and sexual orientation. We also need to consider those who live in rural isolation, are on a low income or who do not have English as their first language. By assessing the potential impact we can ensure that the services we provide reflect the needs of our communities.

By carrying out EqIAs, we may also ensure that the services we provide fulfil the requirements of anti-discrimination and equalities legislation.

Relevance Test

Please use the relevance test below to decide whether your policy, service or strategy requires an EqIA:

Relevant

- The policy, strategy or service will impact on people (residents, visitors and staff).
- The policy, strategy or service is intended to benefit people.

Not relevant

- The policy, strategy or service has no clear impact on people.
- The policy, strategy or service is a support function or administrative.

How do I use the toolkit?

The toolkit is easy to use and does not require any specialist knowledge to be able to use it. The assessment is in two sections; initial screening and full impact assessment. Once you have completed the initial screening you will know whether or not you need to complete a full impact assessment. If you require further information on how to complete an EqIA please contact Claire Holland, Equality and Diversity Officer on 01206 506452 or by email Claire.holland@colchester.gov.uk

Equality Impact Assessment Form

Screening

Name of strategy, project or policy to be assessed		Is the strategy/project/policy:	
Greater Haven Gateway Housing Strategy		New	Existing Up-dated version
Lead officer completing assessment	Job title	Date of assessment	
Joy Magna	GHG Strategic Housing Co-ordinator	November 2010	
Responsible service		Head of Service	
Greater Haven Gateway Steering Group		Paul Gayler – GHG	

1. What is the main purpose of the policy, service or strategy?

The main purpose of the strategy is to:

- ✓ set out for partners, stakeholders and the public the Greater Haven Gateway’s (GHGs) key ideas and plans for strategic housing in the sub region
- ✓ provide a statement about our business goals and the reasons why we have chosen them
- ✓ provide a framework for implementing our plans and work of the Greater Haven Gateway Housing Group
- ✓ develop the capacity of the GHG partnership to deliver the strategy

2. List the main activities of the policy, service or strategy? (for strategies list the main policy areas):

The main strategic objectives are:

1. Enabling the development of high quality and sustainable affordable housing in places where people want to live responding to local need.
2. Improve the condition and use of existing housing across all tenures taking into account social and environmental factors that impact on quality of life.
3. Maximise all customers housing choices and mobility using the full range of options available taking into account changing

housing needs and demographics.

4. Provide enhanced housing options based on the understanding of the links between health, well being, training, employment and housing to help prevent homelessness and support vulnerable people
5. Increase the capacity and skills of the GHG partnership by reviewing its effectiveness to support the achievement of its vision and objectives and improve communication with stakeholders to capitalise on opportunities to work together to maximise resources

3. Who are the main audience, users or customers who will be affected by the policy, service or strategy?

On one level the strategy will affect the eight local authorities in the Greater Haven Gateway Housing Partnership; Babergh DC, Braintree DC, Colchester BC, Ipswich BC, Maldon DC, Mid Suffolk DC, Suffolk Coastal DC and Tendring DC and their housing and housing support partners through the development of policy and projects. On another level, the work of the strategy, which aims to improve housing has the potential to affect residents and households of all tenures i.e. tenants of affordable housing, private rented tenants, owner occupiers and people who are homeless or threatened with homelessness.

4. What outcomes are wanted from this policy, service or strategy?

The following outcomes are wanted from this strategy:

- ✓ addressing the imbalance in supply and demand by increasing the supply of new housing
- ✓ improving and making the best use of existing stock
- ✓ maintaining equitable access to housing and support to ensure that that the effects of limited supply do not fall disproportionately on vulnerable households.

5. Are other departments or partners involved in delivery of the policy, service or strategy? If so, please give details below.

The GHG housing group works with a wide range of partners including:

- Private developers
- Registered Providers (housing associations)
- Homes and Community Agency

- Suffolk and Essex Supported Housing
- Rural Housing Enablers
- Health
- Adult and Social Care
- LA planners

6. What data, information or knowledge do you have to enable you to assess the impact on equality target groups? Please list below. (For example, think about performance indicators and targets, user satisfaction, uptake of services, consultation or involvement, workforce monitoring data, complaints, external verification and eligibility criteria).

GHG housing group has an Equalities and Diversity sub group which brings together officers from the local authorities in the sub-region to contribute to and influence the equality and diversity aspects of the sub-regional action plan.

- As part of their work in carrying out an EqIA of the sub regional Choice Based Lettings scheme they have started to compile baseline information on each of the Diversity strands.
- Hometrack Housing and Intelligence System
- ONS projections for population
- Information from Local Authority Housing Needs Studies and Strategic Housing Market Assessments.
- Information concerning customer feedback and complaints from each LA
- POPPI data and projections of aging demographics produced by Age UK
- Gypsy and Traveller Accommodation Assessments

7. Are there any concerns that the policy, service or strategy could have a differential impact in terms of equality?

Use the table below to indicate:

- Where you think that the policy, service or strategy could have a negative impact on any of the equality target groups, for example, it could disadvantage them;
- Where you think that the policy, service or strategy could have a positive impact on any of the groups or contribute to promoting equality, equal opportunities or improving relations within equality target groups;
- Provide an explanation as to why you think there is a positive or negative impact;
- The key elements of people's lives affected by this policy, service or strategy. For example, finance, accommodation or welfare; and

- If you identified any data in question 6, use it to help your explanation below.

		Positive impact – it could benefit	Negative impact or risk – it could disadvantage	Explanation
Gender	Women			
	Men			
	Transgender	✓		Online systems could be positive for this group e.g. CBL application form and Enhanced Housing Options web based tool
Race (census categories)	White – British			By monitoring the applications and allocations of property through Choice Based Lettings (CBL) we have a better understanding of how accessible CBL is to these groups and also their specific housing requirements e.g. a small supply of larger family homes, larger adapted property and new pitches for Gypsies and Travellers. This information helps to stimulate a strategic approach which acknowledges that without actively seeking to deliver appropriate accommodation these groups of people may well not benefit from the strategy.
	White – Irish			
	White – other background			
	Mixed – White and Black Caribbean			
	Mixed – White and Black African			
	Mixed – White and Asian			
	Any other mixed background			
	Asian/Asian-British - Indian			
	Asian/Asian-British - Pakistani			
	Asian/Asian-British – any other Asian background			
	Black/Black British – Caribbean			
	Black/Black British – African			
	Black/Black British – any other Black background			
	Chinese			
Gypsies/Travellers				
Any other group (write in)				
Disability	Physical	✓		The strategy supports the development of Lifetime homes and is aiming to increase the availability and affordability of Aids and Adaptations equipment.

		Positive impact – it could benefit	Negative impact or risk – it could disadvantage	Explanation
	Sensory			
	Learning			
	Mental health issues	✓		We will be working with Essex and Suffolk Supporting People to maximise the benefits we can provide for people with mental health support needs.
	Other – please specify			Vulnerable adults may not benefit from the strategy unless GHG partners actively seek to ensure that they do
Sexual Orientation	Lesbian, gay and bisexual	✓		Resources and costs to improve information are shared across the sub region
Age	Older people (60 +)	✓	✓	The strategy has several actions that are focused on improving housing options for older people. Potentially the increased emphasis on accessing information on-line can exclude older people that are not computer users
	Younger people (17-25), and children (0-16)	✓		The GHG Enhanced Housing Options Pilot will roll out and embed tenancy and life skills training for young people across the sub region (where appropriate).
Belief or Religion	Buddhist			
	Christian			
	Hindu			
	Jewish			
	Muslim			
	Sikh			
	Other – please specify			
Language	English not first language	✓		An increasing emphasis on accessing services and information on line can disadvantage this group.

		Positive impact – it could benefit	Negative impact or risk – it could disadvantage	Explanation
Social inclusion	Low income	✓	✓	A flexible housing market that can provide a mix of tenures will contribute to economic growth and local resident's employment opportunities. Less likely to be online and therefore have more limited access to services
	Rural isolation	✓		Several actions in the strategy support and promote new affordable housing in rural areas which help to maintain services and secure mixed communities. On-line services, (such as applying for CBL) benefit people in rural areas because it improves access to services. However there will be some groups such as older people, people on low incomes and people living in areas where access to Broadband is limited that may not have full access to services.
Equal opportunities and /or improved relations				

8. Based on the explanations you have given in question 7, could the policy, service or strategy discriminate against any group(s) either directly or indirectly? If yes, please state how.

Low income – People are less likely to be online and therefore have more limited access to on-line services

Older people - Potentially the increased emphasis on accessing information on-line can exclude older people that are not computer literate.

ESOL - An increasing emphasis on accessing services and information on line can disadvantage this group.

Rural isolation – Within rural areas there will be some groups such as older people, people on low incomes and people living in areas where access to Broadband is limited who will be disadvantaged in accessing services this way.

BAME groups and vulnerable people - partners will need to work actively to ensure BAME groups and vulnerable people benefit from the strategy and this will be driven by the Equality and Diversity sub group.

Note: Direct discrimination occurs when a person is treated less favourably than another in a comparable situation because of their racial or ethnic origin, gender, religion or belief, disability, age or sexual orientation. Indirect discrimination occurs when an apparently neutral provision or practice would disadvantage people on the grounds of racial or ethnic origin, gender, religion or belief, disability, age or sexual orientation, unless the practice can be objectively justified by a legitimate aim.

9 a) If you have identified any negative impacts in question 7, how could you minimise or remove this negative impact?

The negative impact of the strategy on some main groups, and actions to mitigate this, has been identified below. We are also aware of the compound affects of disadvantage, e.g. restricted access to internet and rural isolation, and the need to address these issues wherever possible.

Low income and vulnerable/socially excluded adults– People are less likely to be online and therefore have more limited access to on-line services

Free access to the internet is available in libraries and support can be given by the individual GHG Councils offices to complete CBL application forms. As part of the Enhanced Housing Options (EHO) Pilot statutory and voluntary sector support agencies have received training on the web based information and tools so that they can support their service users in accessing this information.

Older people - Potentially the increased emphasis on accessing information on-line can exclude older people that are not computer literate.

We are going to carry out some research to see why older people who are registered on CBL do not bid for properties and also as part of scoping extending the EHO programme to cover on-line information for older people we will look at the issue of potential barriers to internet access for this group.

ESOL - An increasing emphasis on accessing services and information on line can disadvantage this group
CBL have a policy to help mitigate this and each LA can make translation services available.

Rural isolation – Within rural areas there will be some groups such as older people, people on low incomes and people living in areas where access to Broadband is limited who will be disadvantaged in accessing services.

The development of Broadband is an ongoing priority within the sub region and it is anticipated that coverage should improve in rural areas. In developing services GHG remains aware that whilst the internet is a useful tool other approaches are necessary as well e.g. improved liaison with other services that visit older people so that we can target older people and others that are in fuel poverty and living in energy inefficient homes.

BAME groups and vulnerable people - Partners will need to work actively to ensure BAME groups and vulnerable people benefit from the strategy

The drive to ensure BAME groups and vulnerable people benefit from the strategy will come from the Equality and Diversity sub group whose remit it is to ensure fair access and services for all.

In addition to the above we have some specific Equality and Diversity actions in the strategy to help identify and address any discrimination:

- Carry out Community Mapping by collating population base line data of different groups, using strands of Equalities Framework
- Feed community mapping information to Enablers to inform future developments
- Interpret new Equalities Framework using housing guidance when published and Single Equality Schemes
- Up-date base-line data with results of 2011 Census
- Monitor CBL service usage annually and develop equality action plans to address any groups whose needs are not being met fairly
- Carry out EqIA for any new project to ensure compliance with six Equality strands and set up annual monitoring
- Analyse results of CBL annual customer survey and investigate any equality and diversity issues

9 b) If you have identified any positive impacts in question 7, how could you improve or promote this positive impact?

Physical disabilities - by investigating the potential for setting up a recycling scheme or mechanism for reusing items within the sub region to increase access to equipment.

Sexual orientation – Look for other opportunities to improve services similar to the introduction of the Stonewall leaflet ‘What’s it got to do with you’, explaining why LAs ask for information and how it is used,

Older people – We will be scoping the possibility of extending the Enhancing Housing Options web based model to include specific housing information, options, and access to advice for older people and older people’s services.

Young people - pilot and then roll out across the sub region training for new tenants, particularly young people, to help them Sustaining tenancies training and a Young Person’s “Passport to Independence” Accreditation scheme is being piloted to improve young people’s ability to manage themselves, increase life opportunities and help break the cycle of repeated homelessness.

Low income – More links are being made between housing and the economy but we need more information on the links between the two. Opportunities to access information, training and education could be improved through links with the EHO Trailblazer project.

Rural isolation – More support to ‘sell’ successful completed schemes to overcome reluctance or prejudice in some rural communities to the development of affordable housing on rural exception sites, providing a framework for localism and the empowerment of local communities.

10. What consultation has been carried out on the policy, service or strategy? Who with? Please give the findings of the consultation below.

Consultation on the development of this strategy has been carried out with stakeholders through a series of workshops to identify the issues, action planning what we could do better and creating solutions to address the issues. Stakeholders included: Registered Providers, Health, Voluntary sector, Supporting People, Developers, Land agents, elected Members, tenants, planners and regional bodies.

The findings have been incorporated into the strategy in a separate text box under each key objective and these have been translated into the Implementation Plan.

Other consultation has taken place on different aspects of the housing market and have been integrated into actions in the GHG strategy:

Survey applicants to new Choice Based Lettings scheme (2009) – including use of new data to analyse profile of those applying for housing – EIA carried out on policy and implementation by sub-regional group and training provided to voluntary organisations as well as statutory bodies.

Strategic Housing Market Assessment (2008) – undertaken in accordance with CLG guidelines to provide robust evidence base for strategic housing.

Gypsy & Traveller Accommodation Assessment (2008-09) – including focus group to establish housing and support requirements for these groups.

Rural Housing Needs Surveys (ongoing) – to establish need for affordable housing in rural areas.

Further consultation, with partners and wider stakeholders, on the draft strategy document has taken place in mid November to mid December 2010 and comments have been analysed and included where appropriate.

11. Do the findings from the consultation remove any negative impacts identified in question 7? Please give an explanation below.

We have listened closely to what stakeholders have been telling us from their different perspectives and have incorporated as many of their ideas as possible and these have been identified separately in the new strategy as ‘learning from stakeholders’

A few examples are listed below that apply to low income households, people unlikely to be able to access affordable housing, people with disabilities, BME groups and people with support needs:

- ✓ We need to work more closely with developers to ensure that the supply of affordable housing reflects actual need, such as, the need for family accommodation in places that people want to live in and the aspirations of older people who may want to move but have limited choice and information
- ✓ Set up a sub regional Landlord’s Accreditation scheme to improve access to and management of quality private sector

- accommodation
- ✓ There is scope for a sub regional scheme to recycle adaptations equipment
- ✓ Maintain a focus on meeting the diverse housing needs of BMEs, Gypsies and Travellers, and people with physical and learning disabilities

12. If consultation has not been carried out, and you have no data or information available which monitors the impact of the policy, service or strategy on equality target groups, how do you intend to make a decision on the impact?

Not applicable

13. Please give details of how you (or how you intend to) collect monitoring data in relation to any of the following equality target groups:

<p>Age:</p> <ul style="list-style-type: none"> ▪ Allocation of affordable housing through the Choice Based Lettings (CBL) scheme ▪ Take up of sustaining tenancy workshops and work preparedness training ▪ Carry out research which underpins older people's choices to move into open market rented schemes rather than older people's social housing and survey older people that are registered on CBL but who are not bidding for properties ▪ Number of people accessing Enhanced Housing Options web based information 	<p>Disability:</p> <ul style="list-style-type: none"> ▪ Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey ▪ Number of people accessing Enhanced Housing Options web based information ▪ Applications for Disabled Facilities Grants and adaptation of homes
<p>Gender/transgender:</p>	<p>Race:</p>

<ul style="list-style-type: none"> ▪ Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey 	<ul style="list-style-type: none"> ▪ Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
<p>Religion and belief:</p> <ul style="list-style-type: none"> ▪ Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey 	<p>Sexual orientation:</p> <ul style="list-style-type: none"> ▪ Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
<p>Low income:</p> <ul style="list-style-type: none"> ▪ New government policy for allocating affordable housing will be directly linked to low income 	<p>Rural isolation:</p> <ul style="list-style-type: none"> ▪ Number of people accessing Enhanced Housing Options web based information ▪ Collation of local needs surveys and barriers to development of affordable homes
<p>English not first language:</p> <ul style="list-style-type: none"> ▪ Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey 	<p>Other (please state):</p>

14. Which main audience, users or customers identified in question 3 have you involved in producing this EqIA?

The following people have had input into the EqIA: GHG Equalities and Diversity sub group which includes representatives from all the partner Local Authorities and the Suffolk and Essex Supporting People Team, and Colchester's Equality and Diversity officer.

15. Summary of initial screening

Findings	Action required
No negative impacts have been identified and this has been justified with data or information. <input type="checkbox"/>	Sign off initial screening and finish.

Negative impacts were identified but have been minimised or removed. X <input type="checkbox"/>	Implement actions identified in question 9a then sign off initial screening and finish.
Negative impacts were identified but have not been minimised or removed. <input type="checkbox"/>	Sign off initial screening and complete a full impact assessment.
Insufficient evidence to make a judgement. <input type="checkbox"/>	Sign off initial screening and complete a full impact assessment.

Please sign and date this form, keep one copy and send one copy to the relevant Head of Service and one to the Equality and Diversity Officer. **The EqIA Summary on the following page needs completing and submitting with report.**

Name:	Paul Gayler	Copy sent to Head of Service? (Please name)	Yes <input type="checkbox"/> X No <input type="checkbox"/> Paul Gayler - GHG
Job title:	Chair of Greater Haven Gateway Housing Group	Copy sent to Equality and Diversity Officer?	Yes X <input type="checkbox"/> No <input type="checkbox"/>
Date of completion:	23 rd December 2010	Copy published on CBC website?	Yes X <input type="checkbox"/> No <input type="checkbox"/>
Date for review of this screening: January 2012			

If you have identified any negative impact which is possibly discriminatory and not intended and/or of high impact, you must complete Section Two, Full Impact Assessment. Please contact the Equality and Diversity Officer for further information.

Equality Impact Assessment (EqIA) Summary

Name of strategy, project or policy assessed		Is the strategy/project/policy:	
Greater Haven Gateway Housing Strategy 2011-15		New	Existing Up-dated
Lead officer completing assessment	Job title	Date of assessment	
Joy Magna	Greater Haven Gateway Strategic Housing Co-ordinator	23 rd December 2010	
Responsible Service		Head of Service	
Greater Haven Gateway Steering Group		Paul Gayler (Chair)	

Main purpose of strategy, service, project or policy
<p>The main purpose of the strategy is to:</p> <ul style="list-style-type: none"> ✓ set out for partners, stakeholders and the public the Greater Haven Gateway's (GHGs) key ideas and plans for strategic housing in the sub region ✓ provide a statement about our business goals and the reasons why we have chosen them ✓ provide a framework for implementing our plans and work of the Greater Haven Gateway Housing Group ✓ develop the capacity of the GHG partnership to deliver the strategy
Findings of EqIA – list any positive or negative impacts identified.
<p>Positive</p> <p>Physical disabilities - by investigating the potential for setting up a recycling scheme or mechanism for reusing items within the sub region to increase access to equipment.</p> <p>Sexual orientation – Look for other opportunities to improve services similar to the introduction of the Stonewall leaflet 'What's it got to do with you', explaining why LAs ask for information and how it is used,</p> <p>Older people – We will be scoping the possibility of extending the Enhancing Housing Options web based model to include specific housing information, options, and access to advice for older people and older people's services.</p> <p>Young people - pilot and then roll out across the sub region training for new tenants, particularly young people, to help them Sustaining tenancies training and a Young Person's "Passport to Independence" Accreditation scheme is being piloted to improve young people's</p>

ability to manage themselves, increase life opportunities and help break the cycle of repeated homelessness.

Low income – More links are being made between housing and the economy but we need more information on the links between the two.

Rural isolation – More support to ‘sell’ successful completed schemes to overcome reluctance or prejudice in some rural communities to the development of affordable housing on rural exception sites

In addition to the above we have some specific Equality and Diversity actions in the strategy to help identify and address any discrimination:

- Carry out Community Mapping by collating population base line data of different groups, using strands of Equalities Framework
- Feed community mapping information to Enablers to inform future developments
- Interpret new Equalities Framework using housing guidance when published
- Up-date base-line data with results of 2011 Census
- Monitor CBL service usage annually and develop equality action plans to address any groups whose needs are not being met fairly
- Carry out EqIA for any new project to ensure compliance with six Equality strands and set up annual monitoring
- Analyse results of CBL annual customer survey and investigate any equality and diversity issues

Negative

Low income – People are less likely to be online and therefore have more limited access to on-line services

Older people - Potentially the increased emphasis on accessing information on-line can exclude older people that are not computer literate.

ESOL - An increasing emphasis on accessing services and information on line can disadvantage this group

Rural isolation – Within rural areas there will be some groups such as older people, people on low incomes and people living in areas where access to Broadband is limited who will be disadvantaged in accessing services.

BAME groups and vulnerable people - partners will need to work actively to ensure BAME groups and vulnerable people benefit from the strategy and this will be driven by the Equality and Diversity sub group.

If negative impacts have been identified through the EqIA process, list any amendments or actions to be taken to minimise or remove the negative impact, where applicable.

The negative impact of the strategy on some main groups, and actions to mitigate this, has been identified below. We are also aware of the compound affects of disadvantage, e.g. restricted access to internet and rural isolation, and the need to address these issues wherever possible.

Low income and vulnerable/socially excluded adults– People are less likely to be online and therefore have more limited access to on-line services

Free access to the internet is available in libraries and support can be given by the individual GHG Councils offices to complete CBL application forms. As part of the Enhanced Housing Options (EHO) Pilot statutory and voluntary sector support agency's have received training on the web based information and tools so that they can support their service users in accessing this information.

Older people - Potentially the increased emphasis on accessing information on-line can exclude older people that are not computer literate.

We are going to carry out some research to see why older people who are registered on CBL do not bid for properties and also as part of scoping extending the EHO programme to cover on-line information for older people we will look at the issue of internet access for this group. Feedback from those who have benefited can be publicised to encourage others, recognising that for those with access to internet it can improve access to a wider range of services and address digital exclusion.

ESOL - An increasing emphasis on accessing services and information on line can disadvantage this group
CBL have a policy to help mitigate this and each LA can make translation services available.

Rural isolation – Within rural areas there will be some groups such as older people, people on low incomes and people living in areas where access to Broadband is limited who will be disadvantaged in accessing services.

The development of Broadband is an ongoing priority for the Haven Gateway within the sub region and it is anticipated that coverage should improve in rural areas. In developing services GHG remains aware that whilst the internet is a useful tool other approaches are necessary as well e.g. improved liaison with other services that visit older people so that we can target older people and others that are in fuel poverty and living in energy inefficient homes.

BAME groups and vulnerable people - Partners will need to work actively to ensure BAME groups and vulnerable people benefit from the strategy

The drive to ensure BAME groups and vulnerable people benefit from the strategy will come from the Equality and Diversity sub group

whose remit it is to ensure fair access and services for all.

A full copy of this EqIA can be accessed via our website: [Greater Haven Gateway Housing Strategy Equality Impact Assessment](#)

Full Equality Impact Assessment

In the EqIA screening you identified negative impacts that have not been minimised or removed, or there was insufficient evidence to make a judgement, therefore you now need to complete a full impact assessment:

- You need to show what information, data or evidence you have gathered, including consultation, and the findings; and
- You are required to complete the action plan to show how you will use the information gathered to minimise, reduce or remove the negative impacts you have identified.

Once you have completed these sections you can sign off the full EqIA.

If you require further information on how to complete an EqIA please contact Claire Holland, Equality and Diversity Officer on 01206 506452 or by email Claire.holland@colchester.gov.uk

1. What information has been gathered, including consultation with target equality groups, on how the policy, service or strategy could impact on equality target groups. This could include consultation with the general (i.e. whole) population analysed by certain groups? If there has already been consultation what does it indicate about negative impact of this strategy, project or policy?

Equality target groups	Information gathered and findings
Women	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
Black and minority ethnic people (including Gypsies and Travellers)	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
Young people and children	Allocation of affordable housing through the Choice Based Lettings (CBL) scheme Take up of sustaining tenancy workshops and work preparedness training Number of people accessing Enhanced Housing Options web based information

Equality target groups	Information gathered and findings
Older people	Carry out research which underpins older people's choices to move into open market rented schemes rather than older people's social housing and survey older people that are registered on CBL but who are not bidding for properties Number of people accessing Enhanced Housing Options web based information
People with disabilities	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey Number of people accessing Enhanced Housing Options web based information
Lesbian, gay or bisexual people	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
Transgender people	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
People with religious faith or beliefs	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey
People on low incomes	New government policy for allocating affordable housing will be directly linked to low income and this will be monitored on an ongoing basis
People living in rural areas	Number of people accessing Enhanced Housing Options web based information
People without English as their first language.	Analysis of CBL applicant numbers to see if representative also evaluate results of CBL annual customer survey

2. As a result of this assessment and available evidence collected, including consultation, state whether there will be any changes made/planned to the policy, service or strategy. If yes, please state changes to be made below.

Consultation on the development of this strategy has been carried out with stakeholders and the findings have been incorporated into the strategy in a separate text box under each key objective and these have been translated into the Implementation Plan. A separate Appendix B is available which contains the quantitative data that forms the evidence base for the strategy. Also there are actions in the strategy which relate to improving baseline data and carrying out qualitative research to inform policy for specific groups.

3a) Have you set up a monitoring/evaluation/review process to check the successful implementation of the policy, service or strategy?

YES X NO

3b) How will this monitoring/evaluation further assess the impact on the equality target groups/ensure the policy, service or strategy is non-discriminatory?

Monitoring will be carried out by the Equality and Diversity sub group and the Co-ordinator will take the collated results to the Steering Group on a regular basis and they will evaluate the impact on all groups.

Action Plan

Equality strands	Negative impact	Action to minimise or remove negative impact	By who?	By when?	Progress to date
Gender					
Race	Continued effort is required so that BAME groups	The groups specific remit is to monitor and evaluate existing and new policies and projects to ensure that all	The Equality and Diversity sub group	Ongoing group that meets every two months	In new strategy Action Plan

Equality strands	Negative impact	Action to minimise or remove negative impact	By who?	By when?	Progress to date
	benefit fairly	groups have fair access to services			
Disability					
Sexual orientation					
Age	Older people - Potentially the increased emphasis on accessing information on-line can exclude older people that are not computer literate.	We are going to carry out some research to see why older people who are registered on CBL do not bid for properties and also as part of scoping extending the EHO programme to cover on-line information for older people we will look at the issue of internet access for this group.	Co-ordinator and CBL and EHO sub group		In new strategy Action Plan in Year 1
Religion or belief					
Low income	Low income and vulnerable/socially excluded adults– People are less likely to be online and therefore have more limited access to on-line services	Free access to the internet is available in libraries and support can be given by the individual GHG Councils offices to complete CBL application forms. As part of the Enhanced Housing Options (EHO) Pilot statutory and voluntary sector support agency’s have received training on the web based information and tools so that they can support their service users in accessing this information.	CBL Project group through annual survey and feedback EHO sub group	Annually through the CBL survey Annual snap shot survey	In new strategy Action Plan – ongoing from year 1
Rural isolation	Some groups such as older people, people on	Improving Broadband coverage in rural areas is a priority objective for the Haven Gateway.			

Equality strands	Negative impact	Action to minimise or remove negative impact	By who?	By when?	Progress to date
	low incomes and people living in areas where access to Broadband is limited will be disadvantaged in accessing services.	In developing services GHG remains aware that whilst the internet is a useful tool other approaches are necessary as well e.g. improved liaison with other services that visit older people so that we can target older people and others that are in fuel poverty and living in energy inefficient homes.	Private Sector housing sub group	Year 2	In new strategy Action Plan –
English not first language	ESOL - An increasing emphasis on accessing services and information on line can disadvantage this group	CBL have a policy to help mitigate this and each LA can make translation services available.	Each LA	Is ongoing	Reviewed annually

Sign off full EqIA

Name:	Paul Gayler	Copy sent to Head of Service? (Please name)	Yes X <input type="checkbox"/> No <input type="checkbox"/> Paul Gayler - GHG
Job title:	Chair of Greater Haven Gateway Housing Group	Copy sent to Equality and Diversity Officer?	Yes X <input type="checkbox"/> No <input type="checkbox"/>
Date of completion:	23rd December 2010	Copy published on CBC website?	Yes X <input type="checkbox"/> No <input type="checkbox"/>
Date action plan will be reviewed: January 2012			

