

Equality Impact Assessment

The Council has a duty to consider the needs and requirements of the community who are affected by our policies and procedures. This checklist has been developed to ensure that relevant groups are neither directly or indirectly discriminated against in the planning and delivery of Council services in compliance with legislation and good practice.

An impact assessment is a systematic way of finding out the impact of a policy or proposed policy on different groups. Officers are required to identify the likely outcomes/impacts that may result from introducing a policy/procedure.

Examples of groups that can be disadvantaged if their specific needs are not considered are women/parents/carers, people from different ethnic minorities, people with disabilities/impairments and Welsh speakers.

How should you assess impact?

1. Identifying the objectives of your policy and how it will work
2. Examining the data and research available
3. Assessing the likely impact on equality
4. Consulting people who are likely to be affected by your policy
5. Making arrangements to monitor and review your policy and its impact
6. Publishing the results of the assessment

It is the responsibility of the Head of Service or Operational Manager responsible for each policy to ensure that an assessment has been completed for the policy identified.

The form should be completed electronically and returned to the Equalities Section :

CAMorgan@valeofglamorgan.gov.uk or

LJBrown@valeofglamorgan.gov.uk

If you have any queries, telephone: 01446 709362

Policy Title: Local Housing Strategy

Who is responsible for developing and implementing the policy?	
Name: Mike Ingram	Job Title: Operational Manager
Directorate: Legal, Public Protection and Housing	Department: Housing
Assessment Date: 12-12-07	

1. Objectives

What are the objectives of the policy being developed or reviewed?
To meet the housing requirements of the area, develop solutions and maximise opportunities to improve the well-being and quality of life of residents and future residents of the Vale of Glamorgan

2. Background Data:

Who is intended to benefit from this policy?	Please ✓
All residents of the Vale of Glamorgan	✓
Internal departments (please state):	✓
Customers/residents in a specific geographical location	✓
Specific customers (age, gender, etc.) Please identify:	✓
Other Please specify:	

What research or baseline information do you have about how your service is used by various groups of people?
Census, Local Housing Market Assessment, consultation with stakeholders, tenants and residents

3. Gender

Will the policy have a **positive impact** directly or indirectly on different groups in the community.

Gender: please ✓	Yes	No
Women	✓	
Men	✓	

What evidence do you have to support this view?
<ul style="list-style-type: none">• Gender monitoring of homelessness• Priorities for both parties in separating households• Delivery of the domestic abuse strategy with key partners
What actions can you take to have a more positive impact?

4. Race

People from different black and minority ethnic communities may use Council services differently (for example will women from certain minority communities use the Council's swimming pool more often if same sex swimming arrangements are in place). Will the policy have a **positive impact** on the following groups?

Race: please ✓	Yes	No
Black and minority ethnic population	✓	
Economic migrants	✓	
Asylum seekers and refugees	✓	

What evidence do you have to support this view?

- Consultation linked to the Race Equality Scheme,
- Monitoring of service use
- Joint working e.g. with Race Equality First,
- Specific sections of the LHMA,
- Research into the needs of Gypsies and Travellers

What actions can you take to have a more positive impact?

- Review the BME Housing Strategy
- Greater awareness of cultural issues amongst staff

5. Disability

Will the policy have a **positive impact** on people with disabilities e.g. services will be more accessible for people with a disability?

Disability: please ✓	Yes	No
Visually impaired	✓	
Hearing impairment	✓	
Physically disabled	✓	
Learning disability	✓	
Mental health problem	✓	
Other:		

What evidence do you have to support this view?

- Supporting People
- Work with Care and Repair
- DFGs,
- Improvements which take account of lifetime needs,
- Monitoring

What actions can you take to have a more positive impact?

- Greater awareness of customer needs
- Provision of Extra Care accommodation
- Review of DFGs

6. Welsh language

Will the policy provide a **positive impact** both in Welsh and English in accordance with the Council's Welsh Language Scheme? e.g. translation of documents, Welsh speaking member of staff, bilingual automated telephone system, bilingual forms

Language: please ✓	Yes	No
Welsh	✓	

What evidence do you have to support this view?

- Standard forms are translated,
- Monitoring of welsh speakers amongst customers

What actions can you take to have a more positive impact?**7. Age**

Will the policy provide a **positive impact** for younger/older people?

Age: please ✓	Yes	No
Under 25 years	✓	
Over 50 years	✓	

What evidence do you have to support this view?

- Delivered additional temporary accommodation for young people,
- Work with social services and Llamau,
- Young Persons Protocol,
- Specific initiatives for older people,
- Extra Care,
- Older people's needs considered in LHMA

What actions can you take to have a more positive impact?**8. Religion and belief**

Will the policy provide a **positive impact** for people with different religious/belief backgrounds?

Religion/belief: please ✓	Yes	No
	✓	

What evidence do you have to support this view?
<ul style="list-style-type: none"> • Work in accordance with equal opportunities policy • Choice based lettings to be close to local facilities
What actions can you take to have a more positive impact?

9. Sexual orientation

Will the policy provide a positive impact for gay men/lesbians/bisexuals?

Sexual orientation: please ✓	Yes	No
Gay men/lesbians/bisexuals	✓	

What evidence do you have to support this view?
<ul style="list-style-type: none"> • Updated policies to take account of civil partnerships • Same sex applications
What actions can you take to have a more positive impact?

10. Consultation

What arrangements have been made to consult with:

- men/women/parents/carers
- the black and minority ethnic community (including asylum seekers, refugees, economic migrants)
- people with disabilities / impairments (sensory, physical, learning, medical etc)
- the Welsh speaking community
- other 'hard to reach' or vulnerable groups (e.g. young/older people, low income families)

Consultation activities that have taken place (include the method of consultation e.g. focus group, survey, public meeting, citizens panel, etc.)
<ul style="list-style-type: none"> • Focus groups with migrant workers and BME community as part of consultation linked to Race Equality Scheme. • Stakeholder consultation – event • Citizens panel – one focus group and a feedback event • Surveys and questionnaire for LHMA. • Tenant consultation via workshop • Circulation of draft strategy to partners, key agencies and council departments
Who was consulted?
As above
How have the results of the consultation been implemented?

- Consultation strategy appended to strategy.
- LHMA and strategy informed by results of consultation

11. Monitoring

How will you monitor the impact of this policy on service users?

- Monitoring of service use
- Tenant engagement
- Feedback through Strategic Development Group
- Performance Indicators

What monitoring data will you collect (number of people with a disability, black and minority ethnic communities, women/men, Welsh speakers, etc.)?

Services are monitored by;

- Ethnicity
- Gender
- Disability

12. Publication of policy

How will you publish and publicise the policy to ensure equality of access to this information (including raising awareness with minority groups, publishing information in accessible formats, etc.)?

- DVD
- Website
- Libraries
- Summary of strategy and LHMA
- Large Print
- Welsh translation

13. Further action

Any recommendations for action that you plan to take as a result of this impact assessment (listed in the sections above) should be included in your Team Plan or Departmental Service Plan.

14. Completed Impact Assessments:

Email a copy of this form to the Corporate Equalities Officer. Completed forms will be submitted to a review panel to assess and discuss any further information or action required and subsequently published on the Council's website.

15. Authorisation

(This form should be authorised by the relevant Head of Service or Operational Manager for the department).

Approved by (name): Mike Ingram

Date: 17 Dec 2007

Designation: Operational Manager