

Equality Impact Assessment

Housing Revenue Account (HRA) Asset Management Plan

- **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, Melton Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

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

For the following protected characteristics:

- ✓ Age
- ✓ Disability
- ✓ Gender reassignment
- ✓ Marriage and civil partnership
- ✓ Pregnancy and maternity
- ✓ Race
- ✓ Religion and belief
- ✓ Sex (Gender)
- ✓ Sexual orientation

What is prohibited?

- ✓ Direct Discrimination
- ✓ Indirect Discrimination
- ✓ Harassment
- ✓ Victimisation
- ✓ Discrimination by association
- ✓ Discrimination by perception
- ✓ Pregnancy and maternity discrimination
- ✓ Discrimination arising from disability
- ✓ Failing to make reasonable adjustments

Please complete steps 1-9

● **Step 1 – Introductory information**

No.	Item	Details
1.1	Title of the policy	HRA Asset Management Plan
1.2	Lead officer and others undertaking this assessment	Chris Flannery
1.3	Date EIA started	15 th September 2022
1.4	Date EIA completed	26 th September 2022

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

No.	Item	Details
2.1	Outline – What is the purpose of this policy?	This plan is a requirement of the HRA Business Plan. The purpose of the document is to formulate a five year capital programme and show how we will prioritise the recommendations from the Business Plan.
2.2	What specific group(s) is the policy designed to affect / impact and what is the intended change or outcome for them?	This policy will impact the customers we provide these services to and the officers who implement them. It will provide both with better guidance and understanding of how we manage our homes and assets for our customers and staff. Having a plan will also allow us to be clear with our customers on their expectations and allows us to defend our position if challenged.
2.3	Which groups have been consulted as part of the creation or review of the policy?	Staff who will implement the policy, senior management who are responsible for the service and the portfolio holder.

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

No.	Item	Details
3.1	<p>List any existing information/data you have/monitor about different diverse groups in relation to this policy.</p> <p>Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc.</p>	<p>The council acknowledges that it has gaps in terms of data on tenants and leaseholders and their protected characteristics. Increasing the council's knowledge of its service users is identified as part of the Corporate Plan.</p> <p>We are introducing a new way of allocating properties at Melton Borough Council (MBC) where the Housing Officers (HO's) will be the responsible people for this process, and we want to look at gathering this sort of information so that we can offer better support/ guidance and sign posting for our customer to make tenancies more sustainable. We will also look at ways to increase the information we hold on customers to ensure we can make sure future policies and process decisions have this information to be considered.</p> <p>Any information that is provided by the tenant or leaseholder is kept within the Northgate data base and is given purely by the tenants' or leaseholders' permission.</p> <p>We do have some limited data that we received as part of the Business Plan process.</p> <p>The Business Plan compares the information on the age of council tenants with the demography of Melton Borough as a whole and concludes that there is a higher number of council tenants in the 65 to 85 age group than for Melton Borough as a whole.</p> <p>In terms of ethnicity the Business Plan identifies that 82% of tenants on the council's database do not have an ethnicity recorded The Business Plan highlights that the 2021 Census data which will identify how urgently the gaps needs to be addressed. This plan is reviewed on an annual basis, and the data gap will be discussed with Tenancy Services colleagues before the next review. Any updates will be included in the next revision of this plan.</p> <p>The investment survey asked for details on ethnicity and of those who responded 96% identified themselves as being "White British" the other 4% being "Any other white background" and "Polish".</p> <p>The information held on the Council's database about tenants' disabilities is limited and needs to be updated. For the investment survey 62%, of those who responded to the questionnaire, identified that they had a disability.</p> <p>The information on religious belief from the investment survey showed that 75% of those who responded identified as Christian, 18% as no religion and 6% as other.</p> <p>The information on sexuality from the investment survey showed that 97% of those who responded identified as heterosexual, with just over 1% identifying as gay and bisexual.</p>

3.2	<p>What does this information / data tell you about diverse groups? If you do not hold or have access to any data or information on diverse groups, what do you need to begin collating / monitoring <i>(please list)</i></p>	<p>As above we will look to collect this information on our customer to ensure that we hold relevant and up to date information on our customers to be able to shape our services around them.</p> <p>We can also look to increase this data when we carry out our engagement sessions or consultations with customers. This will be reviewed as set out above (3.1).</p>
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- **Step 4 – Do we need to seek the views of others? If so, who?**

No.	Item	Details
4.1	Considering the answers given in Step 2, do you need to consult with specific groups to identify needs / issues? If not explain why.	The investment survey completed as part of the Business Plan has picked up views from people with disabilities and the older age groups. There is a need to ensure that the council's investment priorities meet the needs of younger age groups. This will need to be picked up via future work on tenant engagement.

● **Step 5 – Assessing the impact**

Table 5.1

Protected Characteristic	Positive / Negative Impact and Explanation
Age	The high involvement of older tenants in the investment survey suggests that their concerns will be addressed by the HRA Business Plan. The low involvement in the investment survey of younger tenants is a concern. Younger tenants need to be a focus of the council's future work on tenant engagement. There is no evidence of discrimination.
Disability <ul style="list-style-type: none"> • Physical • Visual • Hearing • Learning Disabilities • Mental Health 	The response from people with a wide range of disabilities to the investment survey suggests that their views have been captured, and therefore the priorities identified likely to be aligned with theirs.
Gender Reassignment (Transgender)	There is no evidence that that this plan will have an impact on any specific gender reassignment / transgender group
Race	There is no evidence that that this plan will have an impact on any specific race.
Religion or Belief (Includes no belief)	There is no evidence that that this plan will have an impact on any specific religion or belief
Sex (Gender)	There is no evidence that that this plan will have an impact on any specific sex (gender)
Sexual Orientation	There is no evidence that that this plan will have an impact on any specific sexual orientation
Other protected groups <ul style="list-style-type: none"> • Pregnancy & maternity • Marriage & civil partnership 	There is no evidence that that this plan will have an impact on any specific protected groups
Other socially excluded groups <ul style="list-style-type: none"> • Carers • Low literacy • Priority neighbourhoods • Health inequalities • Rural isolation • Asylum seeker and refugee communities • Current and ex-armed HM forces personnel (Veterans) 	There is no evidence that that this plan will have an impact on any specific socially excluded groups and will be available via different formats for them be able to access. i.e. on MBC's website.

No.	Item	Details
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5.2	Where potential barriers and negative impacts have been identified, and/or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.	<p>The formation of the Business Plan, and subsequently this plan, has been built on consultation with tenants via 3 different methods</p> <ol style="list-style-type: none"> 1) All tenants via the Residents' Satisfaction Survey (the survey achieved a 26.8% response) 2) A focus group of tenants (4 tenants attended but identified issues in a more detailed way) 3) A survey of tenants on the priorities for investment <ol style="list-style-type: none"> 1) The Residents' Satisfaction Survey tested answers for age and gender and found that the age group over 60 were more satisfied than other age groups with the housing service. The age group 35 – 59 was slightly less satisfied. They did not find any significant barriers for this group. They found a slight difference on gender with male respondents being more satisfied than female respondents. 2) The focus group identified lighting issues in the winter as a concern for residents which is more likely to be of concern to female tenants and older tenants and might restrict their movements in the winter months. 3) The survey on investment priorities <ul style="list-style-type: none"> • The survey asked, "Do you consider yourself to have a health problem or a disability which has lasted, or is expected to last at least 12 months?" of those answering this question 70% said yes. The survey therefore picked up barriers from disabled respondents. <p>"I have asked several people about putting a handrail down our path as its very dangerous when slippy and its sloped 4 disabled people have to use it."</p> <p>and issues with disabled parking. One respondent commented "Wish I could see a housing officer to discuss disability issues."</p> <p>It also picked up the needs of younger people and children the following were picked up as missed priorities</p> <p>"Where possible play areas should be provided and properly maintained." And</p>
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No.	Item	Details
		<p>“Melton are a good council and the town is a lovely place to raise a family there just needs to be more for the youth I'm nearly 44 now but back growing up in Melton there's was numerous places for kid now there's nothing just a thought”</p> <ul style="list-style-type: none"> • The survey was answered by more people in the older age group. The council's system identifies 36% of tenants being in the age group 65-85 whereas of the respondents to the investment survey 65% were in this age group. • The survey was answered in almost the same proportions in terms of gender as the council's database (survey 58% female 42% male and database 59% female and 41% male) so the responses are likely to have matched the view by gender of tenants.
5.3	Summarise your findings and give an overview as to whether the policy will meet the Council's responsibilities in relation to equality and diversity	The work done above shows that the Business Plan was written using priorities and feedback given by a range of tenants and that all tenants had this opportunity to have an input.

● **Step 6- Monitoring, evaluation, review**

No.	Item	Details
6.1	<p>Are there processes in place to review the findings of this assessment and make appropriate changes?</p> <p>How will you monitor potential barriers and any positive/negative impact?</p>	Any findings from the review will be introduced into this plan and we will review how we can make changes to it and to this plan if needed.
6.2	<p>How will the recommendations of this assessment be built into wider planning and review processes?</p> <p>For example, policy reviews, annual plans and use of performance management systems</p>	The Business Plan and Asset Management Plan will be reviewed every year, and updated as required.

- **Step 7- Action Plan**

Table 7.1

Ref. No.	Action	Responsible Officer	Target Date
1.1	Once approved, ensure future yearly review is booked in	Housing Asset Manager	01.01.2023
1.2	Publish on internal and external internet sites	Housing Asset Manager	01.01.2023
1.3	Provide training to team that will implement this plan	Housing Asset Manager	01.01.2023
1.4	To commit to a more inclusive review process with customers in 2023	Housing Asset Manager	01.09.2023

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

Table 8.1

	Who needs to know	How will they be informed <i>(We have a legal duty to publish EIAs)</i>
Employees	Yes	Team meetings, circulation of this plan, specific actions included in their personal development plan
Service Users	Yes	Website, newsletter
Partners & Stakeholders	Yes	Contractors will need to be informed of any changes to standards
Others	N/a	

No.	Item	Details
8.2	To ensure ease of access, what other communication needs / concerns are there?	None

- **Step 9 – Please forward your completed assessment to checkandchallenge@melton.gov.uk for scrutiny and approval**

Signed: Approved via email

Date: 10.10.22

Name: Carolyn Appleby

- **Step 10 - Conclusion (to be completed and signed by the Service Head) following internal scrutiny by the Check & Challenge group**

I agree with this assessment *(Please delete as appropriate)*

If disagree, state action/s required, reasons and details of who is to carry them out

Signed: Approved via email

Date: 10.10.22

Name: Aysha Rahman

Once approved, notify the person who completed the EIA to arrange for publishing on the council's website