
Equality Impact Assessment

Document type:
Guidance

Improvement and HR

Jane Fowler
01546 604466
jane.fowler@argyll-bute.gov.uk

www.argyll-bute.gov.uk

Realising our potential together



Stage one: Rapid Impact Assessment

Part 1: Description/Consultation

Date of Assessment: 24.8.15	
Title of document being assessed: Service Choices Package CC12	
1. This is a new policy, procedure, strategy or practice being assessed (If yes please check box) <input type="checkbox"/>	No
2. Please give a brief description of the policy, procedure, strategy or practice being assessed.	This option is to reduce the amount of budget available for the provision of support to prevent homelessness and support vulnerable people to keep their accommodation
3. What is the intended outcome of this policy, procedure, strategy or practice?	Reduction in expenditure on tenancy support services
4. Please list any existing documents which have been used to inform this Equality Impact Assessment.	Housing Budgets Prioritisation of Need Framework Better Futures Assessment Tool Tenancy support performance monitoring and customer satisfaction surveys
5. Has any consultation, involvement or research with protected characteristic groups informed this assessment? If yes please give details.	No because it is too early in the process to undertake consultation
6. Please give details of council officer	Moira MacVicar, Douglas Whyte, Audrey Callander, Eilidh Petro, Flora Lamont

<p>involvement in this assessment.</p> <p>(e.g. names of officers consulted, dates of meetings etc)</p>	<p>HMT meetings since the commencement of the Service Choices process in February 2015.</p>
<p>7. Is there a need to collect further evidence or to involve or consult protected characteristic groups on the impact of the proposed policy?</p> <p>(Example: if the impact on an individual or group is not known what will you do to gather the information needed and when will you do this?)</p>	<p>Yes. A review of the prioritisation of need framework needs to be undertaken to establish beneficiaries of current service provision and the potential impact of the budget reduction. This will be done in the time between Council decision to proceed with this option and the time it is proposed that it will apply ie 2016/17</p>

Stage one: Rapid Impact Assessment

Part 2: Protected Characteristics

Which protected characteristics will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic group is not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

If there is a negative impact against a protected characteristic then a full EqIA (Stage 2) should be completed.

Protected Characteristic	Positively	Negatively	No Impact	Not Known
Age		x		
Disability		x		
Ethnicity			x	
Gender		x		
Gender reassignment			x	
Marriage and Civil Partnership			x	
Pregnancy & Maternity		x		
Religion			x	
Sexual Orientation			x	

Stage one: Rapid Impact Assessment

Part 3: Impacts/Monitoring

<p>1. Have any positive impacts been identified?</p> <p>(We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	No
<p>2. Have any negative impacts been identified?</p> <p>(Based on direct knowledge, published research, community involvement, customer feedback etc.)</p>	Currently not able to predict what the impact will be and whether it will impact disproportionately on protected characteristic groups.
<p>3. What action is proposed to overcome any negative impacts?</p> <p>(e.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc.)</p>	There will be consultation with service users to inform the review of the prioritisation of need framework.
<p>4. Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?</p> <p>(If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	There is a need to reduce costs
<p>5. Has a 'Full' Equality Impact Assessment been recommended?</p> <p>(If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be</p>	Yes

required.)	
6. How will the policy be monitored? (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.)	Data will be collected to assess impact of the proposed savings options

Part 4: Contact Information

Name of Department : Community Services

Manager Responsible
Name: Moira MacVicar
Designation: Housing Services Manager
Telephone: 01631 572184
Email: moira.macvicar@argyll-bute.gov.uk

Signature Lead Officer: 	Date: 13.1.16
Signature of Director/Head of Service:	Date:
Name of Director/Head of Service:	
Date of Next Policy Review:	January 2017

Stage two: form for carrying out a full equality impact assessment -13.1.16

1: Policy or function details

<p>Name of policy or function</p> <p><i>(Insert the name of the policy, strategy, project, funding application, initiative or financial decision)</i></p>	<p>Service Choices Service Package Reference CC12 Reduction in Funding for Tenancy Support including Women's Aid</p>
<p>Lead officer/person</p> <p><i>(The name of the officer who is responsible for developing the policy)</i></p>	<p>Moira MacVicar</p>
<p>Supporting team (names/job titles)</p>	<p>Douglas Whyte Housing Team Leader Bill Halliday Housing Team Leader Myra Macdonald Homeless Prevention Officer Audrey Callander Housing Support Co-ordinator Flora Lamont Housing Systems Co-ordinator Margaret Ann Moran Senior Welfare Rights Officer Eilidh Petro Senior Accountant Allan Brandie Research and Development Officer</p>
<p>What are the main aims of the policy?</p>	<p>Reduce by 20% expenditure on tenancy support which covers the assessment; procurement and contract monitoring of services from external providers to equip people with the skills to sustain their accommodation. It takes a holistic approach to the support needs of vulnerable people including health, training and employment. It also identifies potential specialist support requirements.</p>
<p>Who will benefit?</p>	<p>There are no direct beneficiaries of the proposal</p>

<p>Is the policy intended to increase equality of opportunity by permitting positive action or action to redress disadvantage?</p> <p><i>(You should outline if your policy or function has been specifically developed to increase equality of opportunity by having a positive differential impact on people with any of the protected characteristics)</i></p>	<p>Tenancy support assists vulnerable people to gain skills which will enable them to sustain their accommodation and address wider support needs. It increases equality of opportunity for all those who are in receipt of tenancy support. It does not target particular groups with protected characteristics but women; young people and people who are pregnant and who require support to prevent homelessness are most likely to be affected by a reduction in tenancy support.</p>
--	--

2: What are the likely impacts of the policy?

For each protected characteristic you should identify any particular impact that the policy may have for the group. Impacts could be positive or negative and both should be described.

If there are no impacts on a particular protected characteristic then state your reasons for this within the response box. This demonstrates that you have considered the impact on each characteristic.

<p>Will the policy impact on the whole population of Argyll and Bute?</p> <p>Will the policy impact on particular groups within the population of Argyll and Bute?</p>	<p>The policy will not impact on the whole population of Argyll and Bute</p> <p>The proposals will impact on vulnerable people who require assistance to sustain their accommodation and prevent homelessness.</p>
--	--

Consider the following protected characteristics. What are the likely impacts for the group or community?

List any positive and/or negative impacts.

Protected characteristic	Positive and/or negative impacts
Race: relating to people from different racial groups, ethnic or national origins, ethnic minorities, including gypsy travellers and migrant workers	Potential negative impact on ability to support migrants or refugees with language barriers
Gender: specific to women and/or men	Negative impact on women due to the proposed reduction in support for Women's Aid in 2017/18
Disability: relating to people with either mental or physical disability	Negative impact on people who have a mental disability and who require housing support to assist them to engage with specialist services
Age: relating to different age groups e.g. older people or children and young people	Disproportionate negative impact on young people who do not possess the life-skills to manage their accommodation.
Religion or Belief: relating to a person's religion or belief (including non-belief)	Neutral
Sexual orientation: relating to whether a person is lesbian, gay, bi-sexual, heterosexual	Neutral
Marriage and civil partnership: relating to people who are married or are in a civil partnership	Neutral
Gender reassignment: relating to people who have proposed, started or completed a process to change his or her sex	Neutral
Pregnancy and maternity: relating to the condition of being pregnant or expecting a baby and the period after the birth	Negative impact on those who have special needs in pregnancy and who may require tenancy support.

3: Evidence used in developing the policy

Set out the evidence on impacts that you have collected in the development of the policy.

<p>Involvement and consultation In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? Who was involved, when and how?</p>	<p>All service choices options have been the subject of public consultation.</p> <p>Monitoring and performance information is routinely monitored by the Housing team. A consultation event was held with service users to discuss tenancy support services.</p> <p>Exit questionnaires and individual client service reviews are conducted routinely.</p> <p>The public consultation found that 32% of respondents either agreed or strongly agreed with the savings proposal for reduction in domestic abuse outreach support, whilst 51% of respondents disagreed or strongly disagreed.</p> <p>49% of respondents either agreed or strongly agreed with the proposal to reduce tenancy support contracts, whilst 24% disagreed or strongly disagreed.</p>
<p>Data and research Please specify what research was carried out or data collected, when and how this was done, and what other available research or data did you use?</p>	<p>HL1 homeless returns to the Scottish Government which include a question about whether support needs have been assessed.</p> <p>Outcomes are monitored via Prevent 1 returns.</p> <p>Local data is monitored on uptake and quality of the service.</p>

<p>Partners' data and research</p> <p>What evidence has been provided by partners? Please specify partners.</p> <p><i>Data and information from partner organisations can help to evidence impacts rather than duplicate efforts to consult and involve relevant groups.</i></p>	<p>Tenancy support providers collate data on the Better Futures system which monitors client's progress against targets.</p> <p>Individual meetings were held with each of the Providers to discuss the impact of the proposed reduction in funding.</p>
<p>Gaps and uncertainties</p> <p>Have any gaps or uncertainties been identified in your understanding of the issues or impacts that need to be further explored?</p> <p><i>Few policies are developed in the context of perfect information and understanding of all the issues. This part of the assessment is an opportunity to highlight these gaps and uncertainties.</i></p>	<p>Impact of reduction in funding on Women's Aid needs to be further explored.</p> <p>The prioritisation of need framework requires to be reviewed in light of the proposed reduction in budget.</p> <p>Furthermore, and a cause for concern is that the impact of welfare reform is unknown at this stage.</p>

4: Detailed Action Plan to address gaps in evidence and to reduce negative impacts

No	Action	Responsible Officer(s)	Timescale
1	Increase liaison with Women's Aid	Audrey Callander	Ongoing throughout 2016/17
2	Continue to participate in WRWG to understand the impact	Douglas Whyte Margaret Ann Moran	Ongoing 2016/17
3	Identify alternative sources of funding eg ESF	Douglas Whyte Margaret Ann Moran	Ongoing 2016/17
4	Research national best practice examples	Audrey Callander	Ongoing 2016/17
5	Review Prioritisation of Need Framework	Douglas Whyte Moira MacVicar Audrey Callander	Complete by end of April 2016.

Note: Please add extra rows as required.

5: Performance monitoring and reporting

Please describe how the policy will be taken forward. This will act as a record for future reviews and the monitoring of the policy.

When is the policy intended to come into effect? <i>Insert the date and name of the Committee meeting that will approve the policy.</i>	12a – 2016/17 12b – 2017/18 Full council 11 February 2016
When will the policy be reviewed? <i>Insert the dates for the planned review of the policy.</i>	

Who is responsible for reviewing the policy?

Insert the job title of the person responsible for reviewing.

6: Summary

Name of policy: Reduction in Tenancy Support funding

This policy will help the council to meet the general equality duty to eliminate discrimination; advance equality of opportunity; and foster good relations by:

Eliminate discrimination

State how the policy will eliminate discrimination. The reduction in expenditure for tenancy support will not eliminate discrimination. There will be less resources to meet the support needs of certain groups with protected characteristics.

Advance equality of opportunity

State how the policy will advance equality of opportunity. It will not advance equality of opportunity but the revision of the prioritisation of need framework will endeavour to mitigate against any negative impact of the policy.

Foster good relations

State how the policy will affect good relations. There are currently good relations between the Council and the tenancy support providers and they understand the pressures on the Council's budget. The reduction in funding will not help to maintain these good relations, however ongoing engagement with providers and affected groups will seek to mitigate this.

When completed, the assessment must be signed off by the lead officer and by the relevant Head of Service.

Signed: 

Lead Officer

Date: 13 January 2016

Signed:
Head of Service

Date:

Completed assessments must be sent to: equality@argyll-bute.gov.uk for quality control, recording and publishing on the council's website.