

Winchester City Council

Equality Impact Assessment (EqIA)



Section 1 - Data Checklist

When undertaking an EqIA for your policy or project, it is important that you take into consideration everything which is associated with the policy or project that is being assessed.

The checklist below is to help you sense check your policy or project before you move to Section 2.

		Yes/No	Please provide details
1	Have there been any complaints data related to the policy or project you are looking to implement?	No	There have been 2 recorded Fire Safety Complaints in the past 12 months. These were also logged via compliance monitoring systems.
2	Have all officers who will be responsible for implementing the policy or project been consulted, and given the opportunity to raise concerns about the way the policy or function has or will be implemented?	Yes	Service Managers, Health & Safety, Legal, Corporate H&S Lead, Councillors, TACT, and residents consulted during policy drafting.
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	No	No previous consultations evidenced.
4	Do you have any concerns regarding the implementation of this policy or project? <i>(i.e. Have you completed a self-assessment and action plan for the implementation of your policy or project?)</i>	Yes	There are slight concerns about the technical nature of this policy and how this is then disseminated amongst the teams and wider affected parties. Access to properties has been highlighted in the past to be an issue with carrying out such works.
5	Does any accessible data regarding the area which your work will address identify any areas of	No	Continued monitoring is required for access refusals and vulnerable households.

		Yes/No	Please provide details
	concern or potential problems which may impact on your policy or project?		
6	Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme from an equality impact point of view?	Yes	There is a need for clearer contractor briefings, improved tracking of remedial works, and better coordination with access arrangements. These lessons have informed the development of updated contractor specifications and enhanced database management.
7	Are there any other issues that you think will be relevant?	Yes	Access refusal or missed appointments remain a key risk, particularly among vulnerable tenants. There is also an ongoing need to ensure consistency between responsive repairs data and planned inspection programmes.

Section 2 - Your EqlA form

Directorate: Housing	Your Service Area: Property Services	Team: Building Safety	Officer responsible for this assessment: Darren Smith	Date of assessment: 01/10/2025
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	Question	Please provide details
1	What is the name of the policy or project that is being assessed?	Fire Safety Policy
2	Is this a new or existing policy?	New
3	Briefly describe the aim and purpose of this work.	To set out how Winchester City Council will meet its legal and regulatory obligations to keep residents safe from fire in its housing stock. The policy defines responsibilities, procedures, and performance standards for maintaining fire safety compliance and promoting resident awareness.
4	What are the associated objectives of this work?	<ul style="list-style-type: none"> - Ensure compliance with statutory and regulatory housing standards. - Support delivery of the Housing Strategy and HRA Asset Management Plan. - Enhance data quality, assurance and transparency in fire safety management. - Improve resident communication and safety culture.
5	Who is intended to benefit from this work and in what way?	<ul style="list-style-type: none"> - Council tenants and leaseholders through improved fire safety and access to clear, inclusive information. - Vulnerable adults, disabled residents, and older people – through person-centred risk assessments and Personal Emergency Evacuation Plans. - Housing staff, contractors, and partner agencies – through clarified procedures, training, and accountability.
6	What are the outcomes sought from this work?	<ul style="list-style-type: none"> - Reduction in fire-related incidents and complaints. - Increased resident satisfaction and sense of safety. - Greater equality of access to safety information and participation.

		- Enhanced compliance with the Equality Act 2010 and Regulator of Social Housing consumer standards.
7	What factors/forces could contribute or detract from the outcomes?	<p>Contributors: robust training, accessible communication, and partnership working with Hampshire Fire & Rescue Service.</p> <p>Detractors: limited access to certain properties, language barriers, lack of resident cooperation, or resource constraints.</p>
8	Who are the key individuals and organisations responsible for the implementation of this work?	Corporate Head of Housing, Housing Policy & Projects Manager, Property Services Lead, Building Safety Manager, Tenant and Leaseholder Panels, Contractors, Hampshire Fire & Rescue Service, Partner Agencies (e.g. Hampshire County Council).
9	Who implements the policy or project and who or what is responsible for it?	Property Services Lead Property Services Building Safety Manager

		Please select your answer in bold . Please provide detail here.		
10a	Could the policy or project have the potential to affect individuals or communities on the basis of race differently in a negative way?	Y	N	
10b	What existing evidence (either presumed or otherwise) do you have for this?	Language barriers could limit understanding of fire safety information or access arrangements. Some residents may require translated materials or culturally sensitive communication. The policy mitigates this through accessible formats and resident engagement strategy.		
11a	Could the policy or project have the potential to affect individuals or communities on the basis of sex differently in a negative way?	Y	N	
11b	What existing evidence (either presumed or otherwise) do you have for this?	No evidence to suggest gender-based impacts. All services and communications apply equally.		

12a	<p>Could the policy or project have the potential to affect individuals or communities on the basis of disability differently in a negative way?</p> <p><i>you may wish to consider:</i></p> <ul style="list-style-type: none"> • <i>Physical access</i> • <i>Format of information</i> • <i>Time of interview or consultation event</i> • <i>Personal assistance</i> • <i>Interpreter</i> • <i>Induction loop system</i> • <i>Independent living equipment</i> • <i>Content of interview</i> 	Y	N	
12b	What existing evidence (either presumed or otherwise) do you have for this?	Residents with physical, sensory, or cognitive impairments may face barriers in understanding instructions or evacuating safely. Mitigated by person-centred fire risk assessments accessible information formats, and staff training		
13a	Could the policy or project have the potential to affect individuals or communities on the basis of sexual orientation differently in a negative way?	Y	N	
13b	What existing evidence (either presumed or otherwise) do you have for this?	No evidence to suggest differential impact. Policy implementation is based solely on housing need and safety risk.		
14a	Could the policy or project have the potential to affect individuals on the basis of age differently in a negative way?	Y	N	
14b	What existing evidence (either presumed or otherwise) do you have for this?	Older residents may have limited mobility or digital access. Younger residents may require targeted communication formats. Mitigated through home visits, accessible printed materials, and tailored engagement in sheltered schemes.		

15a	Could the policy or project have the potential to affect individuals or communities on the basis of religious belief differently in a negative way?	Y	N	
15b	What existing evidence (either presumed or otherwise) do you have for this?	No known negative impact. Fire safety information is neutral and inclusive. Adjustments can be made for engagement during religious observances if needed.		
16a	Could this policy or project have the potential to affect individuals on the basis of gender reassignment differently in a negative way?	Y	N	
16b	What existing evidence (either presumed or otherwise) do you have for this?	No evidence of differential impact. Communication and engagement are based on respect, privacy, and inclusion.		
17a	Could this policy or project have the potential to affect individuals on the basis of marriage and civil partnership differently in a negative way?	Y	N	
17b	What existing evidence (either presumed or otherwise) do you have for this?	No evidence of differential impact.		
18a	Could this policy or project have the potential to affect individuals on the basis of pregnancy and maternity differently in a negative way?	Y	N	
18b	What existing evidence (either presumed or otherwise) do you have for this?	Pregnant residents or those with newborns may experience temporary mobility issues or heightened vulnerability during evacuation. Mitigated through risk assessments and direct support where identified.		
19	Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate against certain groups on the basis of protected characteristics?	Y	N	Potential exists for indirect discrimination if communication, access, or mobility support is not sufficiently inclusive.

20	Can this negative impact be justified on the grounds of promoting equality of opportunity for certain groups on the basis of protected characteristics? Please provide your answer opposite against the relevant protected characteristic.	Y	N	Any potential negative impact must be mitigated through reasonable adjustments, inclusive design, and proactive engagement.
21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	<p>Accessible Communication</p> <ul style="list-style-type: none"> - Translate key documents into the top resident languages. - Provide interpreter or telephone translation service. - Ensure website and print content meet accessibility standards. <p>Vulnerable Resident Protocol</p> <ul style="list-style-type: none"> - Record vulnerability indicators and preferred communication needs (with consent). - Coordinate with Housing Neighbourhoods and Social Care to support access and welfare. <p>Reasonable Adjustments</p> <ul style="list-style-type: none"> - Offer flexible appointment times and relocation support. - Provide support officers from Tenancy Sustainment for vulnerable or disabled residents. <p>Contractor and Staff Training</p> <ul style="list-style-type: none"> - Ensure contractors receive Equality Diversity and Inclusion, safeguarding, and vulnerable resident awareness training. - Require competency accreditation. <p>Resident Engagement and Feedback</p> <ul style="list-style-type: none"> - Develop and maintain a resident engagement strategy. - Use TACT and tenant panels to co-design accessible communications, where practicable. <p>Monitoring and Reporting</p> <ul style="list-style-type: none"> - Track equality-related KPIs around EDI delivery. <p>Review equality data quarterly.</p>		

22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	This work supports delivery of the Housing Compliance and Safety Action Plan, Health and Safety Strategy, and Building Safety commitments. It aligns with the Council's Equality, Diversity, and Inclusion (EDI) objectives and the Tenant Satisfaction Measures framework.
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Signed by completing officer	Paul Salter
Signed by Service Manager	Darren Smith
Corporate Head of Service	