

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?	Yes	There are 6 No specific Gas-related complaint trends identified since policy creation.
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 equality concerns were identified in prior reviews.
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	No specific equality-related data concerns identified.

		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	We continue to Learn from previous audit and compliance reviews has leading to stronger data accuracy checks and contractor management processes.
7	Are there any other issues that you think will be relevant?	Yes	Challenges may arise in coordinating inspections across sheltered housing and communal areas where access requires advance resident communication. Specialist contractors may also face scheduling conflicts due to high demand, requiring proactive planning.

Section 2 - Your EqIA 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?	Property Services Gas Safety Policy
2	Is this a new or existing policy?	New
3	Briefly describe the aim and purpose of this work.	To ensure Winchester City Council fulfils its legal duties as a landlord under the Gas Safety (Installation and Use) Regulations 1998, the Smoke and Carbon Monoxide Alarm (Amendment) Regulations 2022, and associated legislation. The policy sets out how the Council manages and monitors gas and heating safety to safeguard residents, contractors, and employees.
4	What are the associated objectives of this work?	<ul style="list-style-type: none"> - Ensure compliance with statutory and regulatory safety standards - Protect residents, staff, and contractors from injury - Promote inclusive communication and fair access during inspection works - Embed a proactive health and safety culture - Align with the Social Housing (Regulation) Act 2023 and the Safety and Quality Standard
5	Who is intended to benefit from this work and in what way?	<ul style="list-style-type: none"> - Tenants, leaseholders, and residents (especially those with disabilities or mobility impairments) - Staff and contractors operating or maintaining lifts - The wider Winchester community through improved safety and transparency
6	What are the outcomes sought from this work?	<ul style="list-style-type: none"> - Increased tenant and resident satisfaction - Reduction in complaints or maladministration

		<ul style="list-style-type: none"> - Enhanced compliance with the Equality Act 2010 and Regulator of Social Housing standards - Better identification and mitigation of discrimination risks - Data-driven continuous improvement - Timely remediation and re-inspection to maintain compliance - Improved recording, monitoring and reporting (TSMs / regulator)
7	What factors/forces could contribute or detract from the outcomes?	<ul style="list-style-type: none"> - Resource/funding availability - Data quality and resident access cooperation - Contractor capacity and competence Regulatory or insurance changes
8	Who are the key individuals and organisations responsible for the implementation of this work?	<ul style="list-style-type: none"> - Housing Policy & Projects Manager - Strategic Director (Housing) - Service Lead: Property Services - Building Safety Manager - Corporate Health and Safety Lead - Housing Systems & Data Team - Partner agencies and contractors - Tenant & Leaseholder Panels
9	Who implements the policy or project and who or what is responsible for it?	Property Services Lead Property Services – Building Safety

		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?	Some residents have limited English proficiency or prefer alternative languages. Without translated information or culturally sensitive engagement, residents may not understand gas safety		

		access requirements. Occasional communication challenges have been recorded with non-English-speaking households.		
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 direct evidence suggests differential impact. Access and safety processes apply equally regardless of sex. Gender bias is not a factor in gas safety management.		
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 mobility, sensory or respiratory impairments may face challenges during inspections or relocation. Access needs, reasonable adjustments, and alternative communication formats are essential. Evidence from past property visits highlights tailored arrangements for vulnerable tenants.		
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 of differential impact. Policy implementation and contractor standards apply equally to all residents.		

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 (especially in sheltered or supported schemes) may be disproportionately affected by physical or health vulnerabilities. Additional communication and support measures are included in the policy.		
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 direct link to gas safety. However, access scheduling should remain sensitive to religious observances and cultural practices.		
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. The policy promotes equitable service delivery and confidentiality for all residents.		
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 any differential impact. The policy applies equally to all residents regardless of marital or partnership status.		
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 or recently post-partum residents may be more vulnerable to risks from fumes or temporary loss of heating. Requires clear risk communication and relocation support when needed.		
19	Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate	Y	N	Possible for race, disability, age, and pregnancy/maternity if not mitigated.

	against certain groups on the basis of protected characteristics?			
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	No justification for negative impact; mitigation required for all identified groups.
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. 		

		Review equality data quarterly.		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	Equality mitigation measures will inform future service planning, training, and contractor performance frameworks.

Signed by completing officer	Paul Salter
Signed by Service Manager	Darren Smith
Corporate Head of Service	Gilly Knight