

## 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	
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	Housing Service Managers, Tenant Partnership Team officers, Complaints, Communications Team and relevant policy leads have been engaged throughout development via internal workshops and the Policy Co-Creation Group. Officers were invited to identify equality risks, barriers to engagement, and practical delivery considerations.
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	Yes	Tenant feedback highlighted barriers for digitally excluded tenants, disabled tenants, older tenants, tenants with language needs, and those lacking confidence to engage. These concerns have directly shaped the Plan's focus on multiple engagement routes, reasonable adjustments, and proactive inclusion.
4	Do you have any concerns regarding the implementation of this policy or project?	Yes	There is a risk that without continued monitoring and resourcing, engagement activity could disproportionately benefit tenants who are already confident or digitally included. An implementation action plan, monitoring framework mitigate this risk.

		Yes/No	Please provide details
	<i>(i.e. Have you completed a self-assessment and action plan for the implementation of your policy or project?)</i>		
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact on your policy or project?	Yes	TSM results, complaints learning, tenant feedback surveys, and engagement attendance data indicate under-representation of some protected groups, particularly disabled tenants, working-age tenants, younger tenants, and tenants from minority ethnic backgrounds.
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	The Council has delivered the Housing Engagement and Communication Plan (2020–2025), tenant scrutiny arrangements, and co-production for previous years. Lessons learned regarding accessibility, feedback loops, and representation are embedded within this Plan.
7	Are there any other issues that you think will be relevant?	Yes	Cultural change within services, staff capability in co-production, and sustaining meaningful feedback loops are critical. Ongoing staff training and clear accountability arrangements are included to address this.

## Section 2 - Your EqIA form

<b>Directorate:</b> Housing	<b>Your Service Area:</b> Housing	<b>Team:</b> Tenant Partnership	<b>Officer responsible for this assessment:</b> Charlotte Bailey	<b>Date of assessment:</b> 15/12/2025
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	<b>Question</b>	<b>Please provide details</b>
1	What is the name of the policy or project that is being assessed?	Tenant Partnership and Influence Plan 2025–2030
2	Is this a new or existing policy?	Existing – refreshed and strengthened This Plan replaces the Housing Engagement and Communication Plan 2020–2025.
3	Briefly describe the aim and purpose of this work.	The Plan sets out how Winchester City Council will work in partnership with tenants, leaseholders and shared owners to ensure their voices meaningfully influence housing services, policies, decisions and investment priorities.
4	What are the associated objectives of this work?	<ul style="list-style-type: none"> <li>- Strengthen tenant influence over housing decisions</li> <li>- Embed co-production as standard practice</li> <li>- Improve transparency, accountability and trust</li> <li>- Meet regulatory and statutory duties on tenant involvement</li> <li>- Increase engagement from under-represented groups</li> <li>- Demonstrate compliance with the Consumer Standards and TSMs</li> </ul>
5	Who is intended to benefit from this work and in what way?	<ul style="list-style-type: none"> <li>- Tenants, leaseholders and shared owners: Greater influence, fairness, transparency and service improvement</li> <li>- Housing services: Better-informed decisions, improved outcomes, reduced complaints</li> <li>- The Council: Stronger regulatory compliance and improved tenant satisfaction</li> </ul>
6	What are the outcomes sought from this work?	<ul style="list-style-type: none"> <li>- More inclusive and representative tenant involvement</li> </ul>

		<ul style="list-style-type: none"> <li>- Clear evidence of tenant influence on services</li> <li>- Improved tenant satisfaction and trust</li> <li>- Reduced repeat complaints through learning and feedback</li> </ul>
7	What factors/forces could contribute or detract from the outcomes?	<p>Contribute:</p> <ul style="list-style-type: none"> <li>- Dedicated Tenant Partnership Team</li> <li>- Senior leadership and delivery staff support</li> <li>- Co-production culture</li> <li>- Clear reporting and monitoring</li> </ul> <p>Detract:</p> <ul style="list-style-type: none"> <li>- Digital exclusion</li> <li>- Capacity constraints</li> <li>- Engagement fatigue if feedback loops are not closed</li> </ul>
8	Who are the key individuals and organisations responsible for the implementation of this work?	<ul style="list-style-type: none"> <li>- Tenant Partnership Team</li> <li>- Housing Service Leads</li> <li>- Councillors</li> <li>- Tenants and tenant representatives</li> <li>- TACT Board</li> </ul>
9	Who implements the policy or project and who or what is responsible for it?	Implementation is led by the Tenant Partnership Team with shared responsibility across all Housing Services. Strategic oversight sits with DMT and the TACT Board.

		Please select your answer in <b>bold</b> . 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	<b>N</b>	

10b	What existing evidence (either presumed or otherwise) do you have for this?	No evidence suggests adverse impact. Translation, outreach and inclusive engagement methods reduce risk.		
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?	Engagement opportunities are open to all genders. No differential impact identified.		
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"> <li>• <i>Physical access</i></li> <li>• <i>Format of information</i></li> <li>• <i>Time of interview or consultation event</i></li> <li>• <i>Personal assistance</i></li> <li>• <i>Interpreter</i></li> <li>• <i>Induction loop system</i></li> <li>• <i>Independent living equipment</i></li> <li>• <i>Content of interview</i></li> </ul>	Y	N	
12b	What existing evidence (either presumed or otherwise) do you have for this?	Disabled tenants may face barriers due to mobility, communication needs, digital access or confidence. This risk is recognised and actively mitigated.		
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. Engagement spaces are inclusive and safe.		
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?	Younger tenants and working-age tenants are historically under-represented, while older tenants may face digital barriers.		
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 evidence of negative impact. Engagement activities are planned flexibly and respectfully.		
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 identified. Inclusive culture and EDI principles apply.		
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 identified.		
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?	Flexible engagement methods reduce barriers.		
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	Primarily relating to disability and age if mitigations were not applied.

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	<p>Disability: Adjustments actively promote equality of opportunity</p> <p>Age: Targeted engagement improves representation</p> <p>No justification applies to other characteristics as no negative impacts are identified.</p>
21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	<ul style="list-style-type: none"> <li>- Multiple engagement routes (online, in-person, remote)</li> <li>- Reasonable adjustments (large print, easy read, translation, hearing loops)</li> <li>- Digital inclusion support and drop-ins</li> <li>- Outreach to under-represented groups</li> <li>- EDI oversight</li> <li>- Monitoring diversity data and acting on findings</li> <li>- Clear feedback loops ("You Said, We Did")</li> </ul>		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	N	The Plan supports and strengthens the Housing Service Plan and regulatory compliance.

Signed by completing officer	
Signed by Service Lead or Corporate Head of Service	