

Winchester City Council

## Equality Impact Assessment

### Section 1 - Data Checklist

When undertaking your Equality Impact Assessment 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	This is a new DFG policy (2022 -2025) and is to replace the former DFG Policy & Procedures of which the last version was v11 of 06/8/2019.
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	All of the DFG service within PSH have inputted into the writing of the policy with the team leader at team meetings and as part of a working group.
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	N/A	No previous consultations have taken place. TACT / HAG and SHOG as yet NOT consulted on policy
4	Do you have any concerns regarding the implementation of this policy or project?  <i>(ie. Have you completed a self assessment and action plan for the implementation of your policy or project?)</i>	No  No	The policy details the actions the council will take in order to undertake its functions in respect of DFGs under the Housing Grants, Construction and Regeneration Act 1996.  Policy is now written and to be presented to the BHP cttee on 29/11/22
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact	No	Nothing identified

	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	Delivery of the Empty Homes Strategy 2022 - 2027.
7	Are there any other issues that you think will be relevant?	No	No concerns or issues were raised by members of the public following the publication of the previous DFG policy & procedures.

## Section 2 - Your Equality Impact Assessment form

<b>Directorate:</b>	<b>Your Service Area:</b> Housing & Inclusion	<b>Team:</b> Private Sector Housing	<b>Officer responsible for this assessment:</b> Kevin Reed	<b>Date of assessment:</b> 11/10 / 2022
---------------------	--	--	---	--

	<b>Question</b>	<b>Please provide details</b>
1	What is the name of the policy or project that is being assessed?	Disabled Facilities Grant Policy 2022 - 2025
2	Is this a new or existing policy?	A new policy to replace the former DFG Policy & Procedures of which the last version was v11 of 06/8/2019.
3	Briefly describe the aim and purpose of this work.	The aim of the policy is to identify the actions which the council can take in order to spend its allocated budget from the Better Care Fund with the purpose of grant funding adaptations in the homes of disabled and /or aged individuals.
4	What are the associated objectives of this work?	To provide adaptations in the homes of disabled and /or aged individuals to enable them to remain living independently at home.
5	Who is intended to benefit from this work and in what way?	The DFG Policy will benefit disabled and / or elderly residents in the Winchester district. It will detail the various DFG grants available to those eligible to apply for and it will enable those who have successfully applied for a DFG to have adaptations undertaken in their home.
6	What are the outcomes sought from this work?	To maximise the number of DFGs granted in any given year during the duration of the policy so that the most people possible will benefit from the installation of adaptations.
7	What factors/forces could contribute or detract from the outcomes?	Contribute: <ul style="list-style-type: none"> <li>An increase in the Better Care Fund DFG grant</li> </ul>

		<p>allocation.</p> <ul style="list-style-type: none"> <li>• An increase in staffing levels in the DFG service</li> <li>• Local Councillor member support</li> </ul> <p>Detract:</p> <ul style="list-style-type: none"> <li>• If funding levels were reduced</li> <li>• If DFG Service staffing levels were reduced</li> <li>• No support from councillors (unlikely not to support)</li> </ul>
8	Who are the key individuals and organisations responsible for the implementation of this work?	<p>The principle team responsible for this work will be the DFG Service situated in Private Sector Housing and principally:</p> <ul style="list-style-type: none"> <li>• Rhiannon Riley – Senior DFG Case Officer</li> <li>• Amanda Cox – DFG Housing Occupational Therapist</li> <li>• Janet Ledingham – DFG Case Officer</li> </ul>
9	Who implements the policy or project and who or what is responsible for it?	<p>The Senior Private Sector Housing Officer in conjunction with PSH DFG Service colleagues will implement and be responsible for the strategy.</p>

	<p>Summary</p> <p>The policy in itself isn't believed to affect individuals or communities differently; but consideration is required in the way it's applied to take account of the different needs to inform the approach taken to engagement.</p> <p>Therefore the approach taken is to ensure that services are delivered in accordance with the council's equality policy especially in respect of the format of communication.</p> <p>Complaints will be monitored as a form of customer insight which may highlight any changes required.</p>
--	--

		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 <b>race</b> differently in a negative way?	Y	<b>N</b>	As mentioned above the approach to engagement should mitigate against the potential barrier for any applicants that do not possess a sufficient level of English to understand any letters etc. sent to them. Written and verbal communication may need to be translated or interpreted.
10b	What existing evidence (either presumed or otherwise) do you have for this?	The most recent Census data available (2011) identifies that 97.2% of the districts population state 'English' as their main language. The need for translation or interpretation of letters etc. is therefore likely to be low. However, all aspects of communication will comply with the council's Equality Policy and access to translation services can be provided if required.		
11a	Could the policy or project have the potential to affect individuals or communities on the basis of <b>sex</b> differently in a negative way?	Y	<b>N</b>	No specific impacts.
11b	What existing evidence (either presumed or otherwise) do you have for this?	There is no evidence to suggest that the strategy would have a potential impact on this characteristic.		
12a	<p>Could the policy or project have the potential to affect individuals or communities on the basis of <b>disability</b> 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> </ul>	Y	<b>N</b>	<p>Suitable assistance will be provided to DFG applicants if needed in line with the council's equality policy.</p> <p>Such assistance can include:</p> <ul style="list-style-type: none"> <li>• Undertaking home visits should homeowners have a physical disability that prevents them from easily attending at the council offices</li> <li>• Accessing telephone translation services</li> </ul>

	<ul style="list-style-type: none"> <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>			<p>should language be a barrier to communication</p> <ul style="list-style-type: none"> <li>• Use of a hearing loop in the city office reception for those hard of hearing</li> <li>• Providing letters in large font format</li> </ul>
12b	What existing evidence (either presumed or otherwise) do you have for this?	Support can be offered to address obstacles they may face as a consequence of a disability.		
13a	Could the policy or project have the potential to affect individuals or communities on the basis of <b>sexual orientation</b> differently in a negative way?	Y	<b>N</b>	There is no evidence to suggest that the strategy will have a potential impact on this characteristic.
13b	What existing evidence (either presumed or otherwise) do you have for this?	The current policy has been in existence since 2015 and the council has not received any complaints in respect of it negatively affecting individuals or communities on the basis of sexual orientation.		
14a	Could the policy or project have the potential to affect individuals on the basis of <b>age</b> differently in a negative way?	Y	<b>N</b>	It is recognised that not all DFG applicants may have access to computers and are able to communicate electronically. This can be the case across all age groups but there is the potential for a proportion of persons in the older age group to be more greatly affected.
14b	What existing evidence (either presumed or otherwise) do you have for this?	None, however, in line with the council's equality policy the offer of different communication methods will be offered as this helps ensure that the information and dialogue is encouraged with all property owners, regardless of their communication preference.		
15a	Could the policy or project have the potential to affect individuals or communities on the basis of <b>religious belief</b> differently in a negative way?	Y	<b>N</b>	It is acknowledged that some faiths / religions require worship on particular days and therefore may not be able to attend appointments / meetings due to this.
15b	What existing evidence (either presumed or otherwise) do you have for this?	None, but due consideration will be given to this and flexibility will be applied, if required, in order to mitigate any		

		adverse impact.		
16a	Could this policy or project have the potential to affect individuals on the basis of <b>gender reassignment</b> differently in a negative way?	Y	N	There is no evidence to suggest that the strategy will have a potential impact on this characteristic but due consideration will be given to this and flexibility will be applied, if required, in order to mitigate any adverse impact. .
16b	What existing evidence (either presumed or otherwise) do you have for this?	None, but it is not believed the strategy will have any negative impact on this characteristic		
17a	Could this policy or project have the potential to affect individuals on the basis of <b>marriage and civil partnership</b> differently in a negative way?	Y	N	
17b	What existing evidence (either presumed or otherwise) do you have for this?	None, but it is not believed the strategy will have any negative impact on this characteristic		
18a	Could this policy or project have the potential to affect individuals on the basis of <b>pregnancy and maternity</b> differently in a negative way?	Y	N	
18b	What existing evidence (either presumed or otherwise) do you have for this?	None, but it is not believed the strategy will have any negative impact on this characteristic		

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	Yes but only based on the approach taken to engagement rather than the objective of the strategy itself.														
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	<table border="1"> <tr> <td>Race:</td> <td>No</td> </tr> <tr> <td>Sex:</td> <td>No</td> </tr> <tr> <td>Disability:</td> <td>No</td> </tr> <tr> <td>Sexual orientation:</td> <td>No</td> </tr> <tr> <td>Age:</td> <td>No</td> </tr> <tr> <td>Gender reassignment:</td> <td>No</td> </tr> <tr> <td>Pregnancy and maternity:</td> <td>No</td> </tr> </table>	Race:	No	Sex:	No	Disability:	No	Sexual orientation:	No	Age:	No	Gender reassignment:	No	Pregnancy and maternity:	No
Race:	No																	
Sex:	No																	
Disability:	No																	
Sexual orientation:	No																	
Age:	No																	
Gender reassignment:	No																	
Pregnancy and maternity:	No																	

				Marriage and civil partnership: No
				Religious belief: No
21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	No negative impacts identified.		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	<b>N</b>	No negative impacts identified which could impact on the service plan.

Signed by completing officer	Kevin Reed 06.01.2023
Signed by lead officer	Karen Thorburn 06.01.2023