

West Lothian Council: Equality Impact Assessment

A. About the function, service, policy, procedure, project etc

- 1 What is the name of the function/service/policy/procedure/project etc (called “policy” from this point) to be assessed?

Housing & Building Services Equalities policy

- 2 What were the results of the screening for relevance?

- The parts of the general duty covered are, eliminating discrimination where it exists, providing equality of opportunity and encouraging good relations between different groups of people in the community.
- A full impact is not necessary as the policy merely states our approach on ensuring policies and procedures have been created and are operating in line with our vision for equality within the service. These policies and procedures are impact assessed on an individual basis where there are any concerns or perceptions of inequality, e.g. Arrears, Anti-Social Behaviour, Repairs and complaints.
- The policy emphasises demonstrable integration of equality compliance in all functions throughout the service, rather than set out a checklist of desirable outcomes. Each individual function must demonstrate equalities awareness and compliance through the assessment & review inspections, into which these impact assessments are included. Any issues of note are then driven via the formal service improvement agenda, ensuring these will be addressed within a set timescale.
- There is no evidence to believe that any groups of people are intentionally or indirectly treated differently or in a discriminatory manner.
- Performance reporting in the service covers the entire range of functions and measures outcomes against statutory and non-statutory targets and guidelines, in particular, there is a dedicated Equalities Performance report produced each year to report on various key functions across different strands of equalities. Benchmarking has shown that this is not commonplace on a national basis. The service operates within a robust performance culture which has been audited both internally and externally with no cause for concern on equalities issues

Background

The equalities policy sets out how Housing and Building Services will promote and stride towards equality of opportunity in service provision. It is designed not merely to be a passive policy, but a working document to which all staff are committed. It will include the development of monitoring and review systems to ensure our objectives are being met. This monitoring ensures equality of opportunity and that all policies are driven by several key themes, these are:

- the right to own, and enjoy the ownership of, property
- the right to respect for private life
- the right to respect for family life
- the right to respect for your home.

This policy has been developed in accordance with the principles of West Lothian Council's 'Policy for Equality in Service Provision'.

3 Briefly describe the aim of the policy etc.

What needs or duties is it designed to meet? Who are the intended beneficiaries? How will it affect employees? How will it affect the community and the different groups of people within it?

Is the service contracted out or delivered under a service-level agreement or with partners? Who else is involved?

In what way will you involve any of these people in the impact assessment process?

B. Gathering the evidence and assessing the impact

4 Is there any evidence (or reason to believe) that this policy could have a different effect on some groups of people compared to others? (e.g. different needs, different experiences, different outcomes, different rates of participation, different abilities to access opportunities).

Is there an adverse impact around race, gender, disability, faith, sexual orientation, age, health, etc? What are the reasons for this adverse impact?

5 Please describe the evidence or reasoning you have used to make your judgement. What existing data for example (qualitative or quantitative) have you

used to form your judgement? Tell us about the information as it applies to different groups (e.g. by race, gender and disability etc).

- 6 Are there any unmet needs/requirements that can be identified that affect any of the specific groups?

C. Making changes and promoting equality

- 7 If in your judgement, the policy etc does have an adverse impact, can you modify the policy to reduce/eliminate any adverse impact?

You need to think whether your modifications will:

- have a positive or negative effect on the promotion of equality of opportunity for any group
- help eliminate discrimination in any way
- encourage or hinder community relations.

- 8 If you cannot modify the policy to reduce adverse impact, consider if the impact can be justified and explain. (It is unlikely that you will be able to justify any impact which amounts to unlawful discrimination.)

If the impact cannot be justified, how do you intend to deal with it?

D. Consultation

- 8 What steps have you taken/are you taking to consult externally as part of your assessment?

Whom have you consulted? What methods did you use? How long was the consultation period?

Have you consulted any “experts”? Did you involve any people in the affected groups in some other way during the process?

E. Next steps

10 What were the results of the consultation?
What have you done with the results i.e. how do you intend to use the information gathered as part of the consultation?

11 Have you published the results of that consultation? If so, where?
What arrangements were made to reach specific groups affected?

12 What are your recommendations based on the conclusions of this assessment?

13 Please provide us with separate information about how you intend to monitor this policy in future. What is the review date set for this policy?

14 How will you publish the results of this assessment? What methods will you use?
What arrangements are there to reach specific groups affected?

15 Have you conducted any other types of impact assessment on this policy? (e.g. health, financial, environmental).

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16 Is there anything else you wish to add?

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Assessment made by:	Sarah Kelly
Others involved in assessment:	
<p>Summary of assessment (this will be published).</p> <ul style="list-style-type: none"> ▪ What you did ▪ What evidence you used ▪ What you found ▪ What consultation you undertook ▪ What changes you made ▪ What will happen next. 	<p>Conduct relevance screening of Housing & Building Services Equalities Policy</p> <ul style="list-style-type: none"> • Published material on WLC website and internal intranet • Tenants Handbook & leaflets • Communities Scotland Inspection Report • Housing Scotland Act 2001 • Tenant Satisfaction Visit Results <p>No evidence of discrimination in service approach to equalities.</p> <p>Findings to be published on specific 'Equalities for Consultation' page on internet which we make available to everyone for comment</p> <p>N/a</p> <p>Following consultation this assessment will be reviewed to take into account any received comments and progressed as required. This will then be added to WLC's list of published impact assessments</p>
Manager's Signature	
Date:	

Service area and job title:	
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When you have completed this form, please take a copy and send it to your service representative on the Corporate Working Group on Equality and/or the Equality Officer.