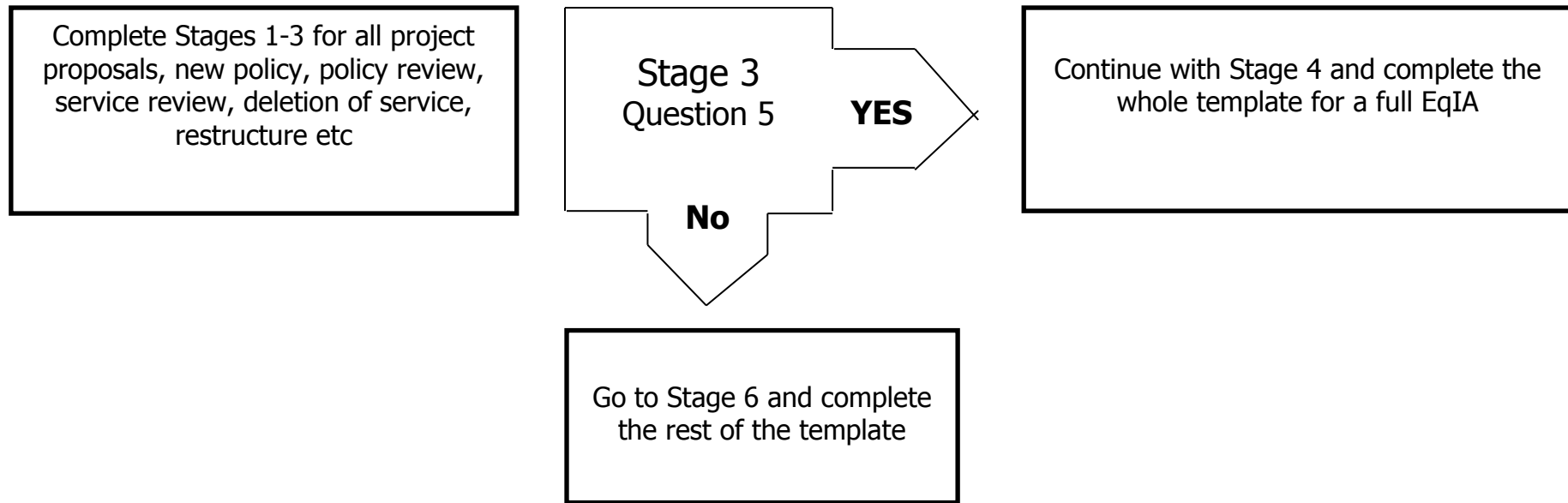


Equality Impact Assessment Template

The Council has revised and simplified its Equality Impact Assessment process (EqIA). There is now just one Template. Lead Officers will need to complete **Stages 1-3** to determine whether a full EqIA is required and the need to complete the whole template.



- In order to complete this assessment, it is important that you have read the Corporate Guidelines on EqIAs and preferably completed the EqIA E-learning Module.
- You are also encouraged to refer to the EqIA Template with Guidance Notes to assist you in completing this template.
- SIGN OFF: All EqIAs need to be signed off by your Directorate Equality Task Groups.
- Legal will NOT accept any report without a fully completed, Quality Assured and signed off EqIA.
- The EqIA Guidance, Template and sign off process is available on the Hub under Equality and Diversity

Equality Impact Assessment (EqIA) Template

Type of Decision: Tick ✓	X	Cabinet		Portfolio Holder		Other (explain)	
Date decision to be taken:	February 2017						
Value of savings to be made (if applicable):	£50,000 Ref COM S09						
Title of Project:	Housing Supporting People contracts- Savings Proposals 2016/17 to 2018/19						
Directorate / Service responsible:	Community / Housing						
Name and job title of Lead Officer:	Jane Fernley, Head of Business Development and Transformation, Jane.Fernley@harrow.gov.uk						
Name & contact details of the other persons involved in the assessment:	Meghan Zinkewich-Peotti, Housing Strategy Project Manager, Meghan.Zinkewich-Peotti@harrow.gov.uk Sandie Roberts, Safeguarding Assurance and Quality Services (SAQS) Contracts Manager, People Directorate Sandie.Roberts@harrow.gov.uk						
Date of assessment (including review dates):	Original assessment based on various options 29/11/2016, reviewed 25 Jan 17 to reflect final proposals						

Stage 1: Overview

<p>1. What are you trying to do?</p> <p>(Explain your proposals here e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)</p>	<p>The proposal is to achieve service efficiencies across the Housing Supporting People contracts in order to achieve budget savings in 2017/18 of £50k through efficiencies and with minimal impact on services. It is believed this can be achieved via the changes set out in items B and D below.</p> <p>Housing Supporting People (SP) services provide essential, preventative support to approximately 400 vulnerable people living in the community. This support enables these people to live independently in their homes (whether social housing tenancies or the wider community) and also to be resettled into independent housing where appropriate.</p> <p>The 2016/7 budget for housing SP services is £610k and this provides support to approx. 200 individuals in generic / specialist contracts and 200 older people living in 18 HRA sheltered housing schemes. The services are monitored by the Council's Safeguarding, Assurance and Quality Services team and monitoring in 2015 showed they were well used and there was a good level of exit/ resettlement at the end of the support period. 2016 reviews have taken</p>
---	---

place and have influenced the proposals being made in relation to the sheltered housing service – see D below.

The services are provided under a range of contracts, the majority of which were procured under a West London Framework agreement.

In detail the services are:

- A. Generic floating support to individuals living in independent housing across the borough – currently 100 service users are supported. Floating support typically involves having a worker visit the individual periodically to offer housing-related support/ guidance/ advice on matters such as budgeting, making benefit claims, dealing with tenancy/ housing matters, neighbour disputes, referrals to voluntary agencies, reminders to follow up appointments etc. The individuals might have a physical or learning disability or mental illness. The provider offered savings in 2015 following a service review and no further variations are proposed in 17/8.
- B. Floating support to 40 people and in a 6 bed hostel for people with substance misuse issues plus resettlement support to 20 people including ex-offenders and people leaving detox or hospital. **The provider has offered a saving of £15k in 2017/8 via a restructuring of the staff providing the service and combining it with their main generic floating support service, described above in A. It is believed that this saving can be achieved with minimal impact on service users and that service outcomes will be maintained; this saving will proceed from 1 April 2017.**
- C. Housing support to armed forces homeless hostel (12 units of accommodation) to which we get nomination rights for up to 7 Harrow homeless households. This SP contract is subject to a national armed forces covenant (arising at the time the scheme was developed). No variation is proposed to this service in 17/8.
- D. Support to older people living in council (HRA) sheltered housing schemes – 8 support co-ordinators support 216 residents. These services cannot be funded by the HRA. The support coordinators are employed by the Council on fixed term contracts. There is a saving of £60k in the MTFs for 2017/8 being achieved via a reduction of two staff which has been achieved without a reduction in service capacity. In addition a review of the service by the SAQS team has identified the scope for a further £35k saving by deleting an assessment which is no longer considered necessary (and which is not carried out

by other similar providers). **There will be no impact on the users who need the service and service outcomes will be maintained; this reduction will proceed in 2017/8.**

E. Domestic abuse floating/ resettlement support to individual survivors (16 service users) and refuge support (6 bed hostel) – this is part of a corporate contract due to end in November 2017. We do not propose a variation in funding at this time.

2. Who are the main groups / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Residents / Service Users	✓	Partners	✓	Stakeholders	✓
	Staff	✓	Age	✓	Disability	✓
	Gender Reassignment	✓	Marriage and Civil Partnership	✓	Pregnancy and Maternity	✓
	Race	✓	Religion or Belief	✓	Sex	✓
	Sexual Orientation	✓	Other			

3. Is the responsibility shared with another directorate, authority or organisation? If so:

- Who are the partners?
- Who has the overall responsibility?
- How have they been involved in the assessment?

Housing department have overall responsibility for these contracts. Other partners/ stakeholders are:

- The People and Community directorates
- The providers of the services (Look Ahead, SSAFA and Hestia, Housing sheltered team).
- The Safeguarding Assurance and Quality Services (SAQS) team currently monitor the majority of contracts.
- The Resources Directorate manage the DV contract.
- The Probation Service refers people into some of the contracts.

All have been consulted on the scope for savings and contract efficiencies and all are content with the proposals being made.

Stage 2: Evidence & Data Analysis

4. What evidence is available to assess the potential impact of your proposals? This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys, press reports, letters from residents and complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated for any Protected Characteristic), you should include this as an action to address in your Improvement Action Plan at Stage 6)

Protected Characteristic	Evidence	Analysis & Impact																																						
Age (including carers of young/older people)	<p><u>Profile of Harrow residents:</u></p> <p>Harrow's population at 2011: 6.7% of residents were aged four and under, 13.5% were aged 5 to 15, 65.7% were of working age (16 to 64) and 14.1% were aged 65 and over. 18% of Harrow's households are comprised solely of residents aged 65 and over.</p> <p><u>Profile of Harrow Council tenants</u> at 3/11/2015:</p> <table border="1" data-bbox="548 547 1184 1013"> <thead> <tr> <th>Age</th> <th>Number of tenants</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>0-15</td> <td>0</td> <td>0</td> </tr> <tr> <td>16-24</td> <td>89</td> <td>1.5</td> </tr> <tr> <td>25-34</td> <td>448</td> <td>7.6</td> </tr> <tr> <td>35-44</td> <td>890</td> <td>15.2</td> </tr> <tr> <td>45-54</td> <td>1,444</td> <td>24.7</td> </tr> <tr> <td>55-64</td> <td>1,137</td> <td>19.4</td> </tr> <tr> <td>65+</td> <td>1,846</td> <td>31.5</td> </tr> <tr> <td>Unknown</td> <td>1</td> <td>0</td> </tr> <tr> <td>Total</td> <td>5,855</td> <td></td> </tr> </tbody> </table> <p><u>Profile of all Harrow Council Sheltered Housing tenants</u> at Sept 2015:</p> <table border="1" data-bbox="703 1189 1030 1378"> <thead> <tr> <th>Age</th> <th>Number of tenants</th> </tr> </thead> <tbody> <tr> <td>0-15</td> <td>0</td> </tr> <tr> <td>16 -24</td> <td>0</td> </tr> <tr> <td>25 - 34</td> <td>1</td> </tr> </tbody> </table>	Age	Number of tenants	%	0-15	0	0	16-24	89	1.5	25-34	448	7.6	35-44	890	15.2	45-54	1,444	24.7	55-64	1,137	19.4	65+	1,846	31.5	Unknown	1	0	Total	5,855		Age	Number of tenants	0-15	0	16 -24	0	25 - 34	1	<p>Most of Harrow Council's Sheltered Housing tenants are aged over 65, with some 55+, as we would expect.</p> <p>The majority of service users of the Substance Misuse and Offenders floating support service are aged 20-54.</p> <p>As explained in Stage 1 proposals B and D should not result in a reduction in service in either case. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
Age	Number of tenants	%																																						
0-15	0	0																																						
16-24	89	1.5																																						
25-34	448	7.6																																						
35-44	890	15.2																																						
45-54	1,444	24.7																																						
55-64	1,137	19.4																																						
65+	1,846	31.5																																						
Unknown	1	0																																						
Total	5,855																																							
Age	Number of tenants																																							
0-15	0																																							
16 -24	0																																							
25 - 34	1																																							

35 -44	3
45-54	4
55-64	52
65+	568
Total	628

Profile of **Substance Misuse and Offenders** service users- floating support

Age	Number
16	0
17	0
18-19	1
20-29	20
30-39	21
40-54	25
55-64	13
65+	3
Refused	0

Disability (including carers of disabled people)

Profile of **Harrow residents**:

In 2011 14.6% of Harrow residents identified themselves as having a limiting long term illness.

Profile of **Harrow Council Housing tenants** at 11 November 2014:

Disability	Number of tenants	%
Yes	964	16.2
No	1,484	24.9
Prefer not to say	29	0.5
Unknown	3,471	58.4
Total	5948	100.0

	<p><u>Profile of Harrow Council Sheltered Housing tenants at Sept 2015:</u></p> <table border="1" data-bbox="551 252 1182 485"> <thead> <tr> <th>Disability</th> <th>Number of tenants</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>87 (14%)</td> </tr> <tr> <td>No</td> <td>58 (9%)</td> </tr> <tr> <td>Prefer not to say</td> <td>7 (1%)</td> </tr> <tr> <td>Unknown</td> <td>476 (76%)</td> </tr> <tr> <td>Total</td> <td>628</td> </tr> </tbody> </table> <p><u>Profile of Substance Misuse and Offenders service users- accommodation based and floating support</u></p> <p>There is limited data held about this protected characteristic for this group.</p>	Disability	Number of tenants	Yes	87 (14%)	No	58 (9%)	Prefer not to say	7 (1%)	Unknown	476 (76%)	Total	628	<p>There is currently limited data on this protected characteristic for sheltered housing and substance misuse / offender Support Service users.</p> <p>As explained in Stage 1 proposals B and D should not result in a reduction in service in either case. We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
Disability	Number of tenants													
Yes	87 (14%)													
No	58 (9%)													
Prefer not to say	7 (1%)													
Unknown	476 (76%)													
Total	628													
Gender Reassignment	<p>There is limited data held about this protected characteristic for the population and in relation to these groups and services.</p>	<p>Difficult to assess impact due to limited data. However, as explained in Stage 1, proposals B and D should not result in a reduction in service in either case.</p> <p>We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>												
Marriage / Civil Partnership	<p>53.7% of Harrow residents (over 16 years) are married but there is limited data held about civil partnership. There is limited data about this protected characteristic in relation to most of these groups and services.</p> <p><u>Profile of Harrow Council tenants at 3/11/2015:</u></p>	<p>Difficult to assess impact due to limited data. However, as explained in Stage 1, proposals B and D should not result in a reduction in service in either case.</p> <p>We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>												

		<table border="1"> <thead> <tr> <th>Marital status</th> <th>Number of tenants</th> <th></th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>1,710</td> <td>29.2</td> </tr> <tr> <td>Married</td> <td>1,249</td> <td>21.3</td> </tr> <tr> <td>Civil partnership</td> <td>56</td> <td>1</td> </tr> <tr> <td>Unknown status</td> <td>2,840</td> <td>48.5</td> </tr> <tr> <td>Total</td> <td>5,855</td> <td></td> </tr> </tbody> </table>	Marital status	Number of tenants		Single	1,710	29.2	Married	1,249	21.3	Civil partnership	56	1	Unknown status	2,840	48.5	Total	5,855		
Marital status	Number of tenants																				
Single	1,710	29.2																			
Married	1,249	21.3																			
Civil partnership	56	1																			
Unknown status	2,840	48.5																			
Total	5,855																				
Pregnancy and Maternity	<p>There is limited data held about this protected characteristic for the population and in relation to these groups and services. However there are approximately 3,600 births per year in Harrow (Harrow JSNA 2015-2020).</p>	<p>Difficult to assess impact due to limited data. However, as explained in Stage 1, proposals B and D should not result in a reduction in service in either case.</p> <p>We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>																			
Race	<p><u>Profile of Harrow residents:</u></p> <p>Harrow's population as at 2011: 44% of Harrow's usual resident population is Asian, sub-categorised as White/Asian (1.4%) Indian (26.4%) Pakistani (3.3%) Bangladeshi (0.6%) Chinese (1.1%) Other Asian (11.3%) (mainly Sri Lankan and Tamil).</p> <p>42.2% of Harrow's usual resident population is White, sub-categorised as British (30.9%) Irish (3.1%) Gypsy/Irish Traveller (0.1%) Other (8.2%) (mainly from other parts of Europe, with a large proportion from Eastern Europe, particularly Romania and Poland).</p> <p>9.7% (23,105) of Harrow's usual resident population is Black, sub-categorised as White/Black Caribbean (1%) White/Black African (0.4%) Black African (3.6%) Black Caribbean (2.8%) Other Black (1.8%).</p>																				

4.1% of residents were included in the Arab and Other grouping.

Profile of **Harrow Council Housing tenants** at 11 Nov 2014:

Race/Ethnicity	Number	%
Asian/Asian British/Other Asian	1037	23.1
Black/Black British/Other Black	81	1.8
Other Ethnic Group	175	3.9
Mixed	149	3.3
White/Other White	2448	54.5
Prefer not to say	600	13.4
Total	4490	100.0

Profile of **Harrow Council Sheltered Housing tenants** at Sept 2015:

Race/Ethnicity	Number
Asian/Asian British/Other Asian	237
Black/Black British/Other Black	67
Other Ethnic Group	31
Mixed	13
White/Other White	179
Prefer not to say/not disclosed	101
Total	628

Profile of **Substance Misuse and Offenders service users- floating support**

Ethnicity	Number
White	44

Most of Harrow Council's Sheltered Housing tenants who have disclosed their ethnicity are Asian, followed by White.

Most of the substance misuse/ offender service users who have disclosed their ethnicity are white; albeit that data is limited.

However, as explained in Stage 1, proposals B and D should not result in a reduction in service in either case.

We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.

	<table border="1"> <tr><td>Mixed</td><td>5</td></tr> <tr><td>Asian or Asian British</td><td>8</td></tr> <tr><td>Black or Black British</td><td>15</td></tr> <tr><td>Chinese or other ethnic group</td><td>4</td></tr> <tr><td>Refused</td><td>77</td></tr> <tr><td>Total</td><td>153</td></tr> </table>	Mixed	5	Asian or Asian British	8	Black or Black British	15	Chinese or other ethnic group	4	Refused	77	Total	153																					
Mixed	5																																	
Asian or Asian British	8																																	
Black or Black British	15																																	
Chinese or other ethnic group	4																																	
Refused	77																																	
Total	153																																	
Religion and Belief	<p>Profile of Harrow residents:</p> <p>Harrow's population as at 2011: 37.3% of residents identify as Christian, 25.3% as Hindu, 12.5% as Muslim and 4.4% as Jewish. 4.8% of Harrow's residents are followers of all other religions (such as Sikhs and Buddhists). 9.6% have no religion.</p> <p>Profile of Harrow Council Housing tenants at 11 November 2014:</p> <table border="1"> <thead> <tr> <th>Religion or Belief</th> <th>Number</th> </tr> </thead> <tbody> <tr><td>Agnostic</td><td>231</td></tr> <tr><td>Baha'I</td><td>0</td></tr> <tr><td>Buddhism</td><td>0</td></tr> <tr><td>Christianity</td><td>76</td></tr> <tr><td>Hinduism</td><td>112</td></tr> <tr><td>Humanist</td><td>0</td></tr> <tr><td>Islam</td><td>408</td></tr> <tr><td>Jainism</td><td>16</td></tr> <tr><td>Judaism</td><td>20</td></tr> <tr><td>Rastafarian</td><td>0</td></tr> <tr><td>Sikhism</td><td>7</td></tr> <tr><td>Zoroastrian</td><td>0</td></tr> <tr><td>No religion</td><td>0</td></tr> <tr><td>Other Religion</td><td>46</td></tr> <tr><td>Prefer not to say</td><td>129</td></tr> </tbody> </table>	Religion or Belief	Number	Agnostic	231	Baha'I	0	Buddhism	0	Christianity	76	Hinduism	112	Humanist	0	Islam	408	Jainism	16	Judaism	20	Rastafarian	0	Sikhism	7	Zoroastrian	0	No religion	0	Other Religion	46	Prefer not to say	129	<p>There is limited data on this protected characteristic relating to the specific contracts affected.</p> <p>However, as explained in Stage 1, proposals B and D should not result in a reduction in service in either case.</p> <p>We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
Religion or Belief	Number																																	
Agnostic	231																																	
Baha'I	0																																	
Buddhism	0																																	
Christianity	76																																	
Hinduism	112																																	
Humanist	0																																	
Islam	408																																	
Jainism	16																																	
Judaism	20																																	
Rastafarian	0																																	
Sikhism	7																																	
Zoroastrian	0																																	
No religion	0																																	
Other Religion	46																																	
Prefer not to say	129																																	

	<table border="1"> <tr> <td>Blank</td> <td>4874</td> </tr> <tr> <td>Total</td> <td>5688</td> </tr> </table> <p>Profile of Harrow Council Sheltered Housing tenants:</p> <p>There is limited data held about this protected characteristic at present for this group.</p> <p>Profile of Substance Misuse and Offenders service users- accommodation based and floating support</p> <p>There is limited data held about this protected characteristic for this group.</p>	Blank	4874	Total	5688														
Blank	4874																		
Total	5688																		
Sex / Gender	<p>Profile of Harrow residents:</p> <p>50.6% of Harrow residents are female and 49.4% are male (2011 Census).</p> <p>Profile of Harrow Council tenants at 3/11/2015:</p> <table border="1"> <thead> <tr> <th>Gender</th> <th>Number of tenants</th> <th></th> </tr> </thead> <tbody> <tr> <td>Male</td> <td>2,135</td> <td>36.5</td> </tr> <tr> <td>Female</td> <td>3,717</td> <td>63.5</td> </tr> <tr> <td>None</td> <td>3</td> <td>0</td> </tr> <tr> <td>Total</td> <td>5,855</td> <td></td> </tr> </tbody> </table> <p>Profile of Harrow Sheltered Council Housing tenants as of Sept 2015:</p> <table border="1"> <thead> <tr> <th>Sex (Gender)</th> <th>Number of tenants</th> </tr> </thead> </table>	Gender	Number of tenants		Male	2,135	36.5	Female	3,717	63.5	None	3	0	Total	5,855		Sex (Gender)	Number of tenants	<p>More than half of Harrow Council's Sheltered Housing tenants are female.</p> <p>The majority of the users of the substance misuse/ offender service are male.</p> <p>However, as explained in Stage 1, proposals B and D should not result in a reduction in service in either case.</p> <p>We expect the current service outcomes to be maintained and, on this basis, we do not envisage there will be a disproportionate, adverse impact on this protected characteristic.</p>
Gender	Number of tenants																		
Male	2,135	36.5																	
Female	3,717	63.5																	
None	3	0																	
Total	5,855																		
Sex (Gender)	Number of tenants																		

Female	366 (58%)
Male	262 (42%)
Total	628

Profile of **Substance Misuse and Offenders** service users- floating support

Sex (Gender)	Number of service users
Female	20
Male	61
Unknown	0
Total	81

Sexual Orientation

Profile of **Harrow residents**:

There is limited data held about this protected characteristic for the population.

Profile of **Harrow Council tenants** at 3/11/2015:

Sexual orientation	Number of tenants	
Heterosexual	2,148	36.7
Bisexual	26	0.4
Gay man	9	0.1
Gay woman	4	0.1
Other	2	0
Prefer not to say	320	5.5
Status unknown	3,346	57.1
Total	5,855	

Difficult to assess impact due to limited data.

	<p><u>Profile of Harrow Sheltered Council Housing tenants:</u></p> <p>There is limited data held about this protected characteristic for this group.</p> <p><u>Profile of Substance Misuse and Offenders service users- accommodation based and floating support</u></p> <p>There is limited data held about this protected characteristic for this group.</p>	
--	--	--

Stage 3: Assessing Potential Disproportionate Impact

5. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

	Age (including carers)	Disability (including carers)	Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Race	Religion and Belief	Sex	Sexual Orientation
Yes									
No	√	√/	√ √ √	√/ √	√/ √	√/ √/√/	√/√/√/√/	√/ √/√/	√/ √/√/√/√/

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, complete a FULL EqIA.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.
- **NO** - If you have ticked 'No' to all of the above, then go to **Stage 6**
- Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 6

Stage 4: Further Consultation / Additional Evidence

6. What further consultation have you undertaken on your proposals as a result of your analysis at **Stage 3**?

Who was consulted? What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? E.g. revising your proposals

Stage 5: Assessing Impact

7. What does your evidence tell you about the impact on the different Protected Characteristics? Consider whether the evidence shows potential for differential impact, if so state whether this is a positive or an adverse impact? If adverse, is it a minor or major impact?

Protected Characteristic	Positive Impact ✓	Adverse Impact		Explain what this impact is, how likely it is to happen and the extent of impact if it was to occur. Note – Positive impact can also be used to demonstrate how your proposals meet the aims of the PSED Stage 7	What measures can you take to mitigate the impact or advance equality of opportunity? E.g. further consultation, research, implement equality monitoring etc (Also Include these in the Improvement Action Plan at Stage 6)
		Minor ✓	Major ✓		
Age (including carers of young/older people)					
Disability (including carers of disabled people)					
Gender Reassignment					
Marriage and Civil Partnership					

Pregnancy and Maternity					
Race					
Religion or Belief					
Sex					
Sexual orientation					

8. Cumulative Impact – Considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on a particular Protected Characteristic? If yes, which Protected Characteristics could be affected and what is the potential impact?	Yes		No	
9. Any Other Impact – Considering what else is happening within the Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion? If yes, what is the potential impact and how likely is it to happen?	Yes		No	

Stage 6 – Improvement Action Plan

List below any actions you plan to take as a result of this Impact Assessment. These should include:

- Proposals to mitigate any adverse impact identified
- Positive action to advance equality of opportunity
- Monitoring the impact of the proposals/changes once they have been implemented
- Any monitoring measures which need to be introduced to ensure effective monitoring of your proposals? How often will you do this?

Area of potential adverse impact e.g. Race, Disability	Proposal to mitigate adverse impact	How will you know this has been achieved? E.g. Performance Measure / Target	Lead Officer/Team	Target Date
All	We will monitor the service to check for any impact and endeavour to fill gaps in equalities data that have been identified	Annual data reports	Housing/ Meghan Zinkewich-Peotti	April 2018

Stage 7: Public Sector Equality Duty

10. How do your proposals meet the Public Sector Equality Duty (PSED) to:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
2. Advance equality of opportunity between people from different groups
3. Foster good relations between people from different groups

Data improvements will help improve equalities monitoring

Stage 8: Recommendation

11. Which of the following statements best describes the outcome of your EqIA (✓ tick one box only)

Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality of opportunity are being addressed.

✓

Outcome 2 – Minor Impact: Minor adjustments to remove / mitigate adverse impact or advance equality of opportunity have been identified by the EqIA and these are included in the Action Plan to be addressed.	
Outcome 3 – Major Impact: Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality of opportunity. In this case, the justification needs to be included in the EqIA and should be in line with the PSED to have 'due regard'. In some cases, compelling reasons will be needed. You should also consider whether there are sufficient plans to reduce the adverse impact and/or plans to monitor the impact. (Explain this in Q12 below)	
12. If your EqIA is assessed as outcome 3 explain your justification with full reasoning to continue with your proposals.	

Stage 9 - Organisational sign Off

13. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?			
Signed: (Lead officer completing EqIA)	<i>Jane Fenby -</i>	Signed: (Chair of DETG)	
Date:	30/01/2017	Date:	
Date EqIA presented at Cabinet Briefing (if required)		Signature of DETG Chair (following Cabinet Briefing if relevant)	