



EQUALITY IMPACT ASSESSMENT FORM

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

NAME OF NEW OR REVISED POLICY / FUNCTION / PROCEDURE	Policy and Resources Committee Report - Notice of Motion - "Bedroom Tax". (Specifically the No Eviction Policy suggestion.)
DIRECTORATE	Chief Executive
SERVICE AREA	Housing
CONTACT OFFICER	Shaun Couzens, Chief Housing Officer
DATE POLICY WILL BE REVIEWED / REVISED NEXT	N/A

PURPOSE OF THE POLICY / FUNCTION / PROCEDURE

1.	<p>What is the policy / function / procedure intended to achieve? <i>(Please give a brief description of the purpose of the new or updated policy / function / procedure)</i></p> <p>The report contains details of a notice of motion to introduce a No Eviction policy for some Council tenants.</p>
2.	<p>Who are the service users for whom the policy / function / procedure has been developed? <i>(Who will be directly affected by the delivery of this policy / function / procedure? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc.)</i></p> <p>The notice of motion specifically refers to those people who fall into arrears due to the introduction of the "Bedroom Tax".</p>

IMPACT ON THE PUBLIC AND STAFF

3.	<p>Does the policy / function / procedure ensure that everyone has an equal access to all the services available? <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <p>No, the notice of motion is aimed only at a particular group of people, who are affected by the "bedroom tax".</p>
	<p><u>Actions required</u></p> <ul style="list-style-type: none">• What consideration has been given to other tenants affected by other changes to benefits?• Would the notice of motion be extended to cover these people also and if so, what costs to the authority would there be to have a no eviction policy for every tenant?• What financial consequences might there be if every tenant knew there was no chance of them being evicted?

4.	<p>What are the consequences of the policy for particular groups? <i>(Has the service delivery been examined to assess if there is any indirect affect on any groups? Could the consequences of the policy differ dependent upon people's disability, race, gender, sexuality, age, language, religion/belief?)</i></p> <p>Any no eviction policy would apply equally to those tenants affected by "Bedroom Tax" arrears regardless of their own individual or family background and circumstances with regards to the protected characteristics.</p>
	<p><u>Actions required</u></p> <p>Where the notice of motion would differ for particular groups, and be potentially open to challenge, is that other people affected by other changes to benefits, who might fall into arrears, would not be covered and so would be placed at a disadvantage compared with, for example, someone who was a next-door neighbour.</p> <p>Though it is fine to consider those affected by "bedroom tax" first, due to the prioritisation of need, there is no mention in the Notice of Motion of then looking at other tenants in the same way.</p>

INFORMATION COLLECTION

5.	<p>Is full information and analysis of users of the service available? <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more groups? If so, what has been done to address any difference in take up of the service?)</i></p> <p>All relevant personal details of council tenants are held by the Council and reviewed regularly.</p>
	<p><u>Actions required</u></p> <p>Has any recent Tenants' survey been undertaken, that included Equalities and Language data collection?</p>

CONSULTATION

6.	<p>What consultation has taken place? <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this policy / function / procedure? Has the Council's Equalities groups/staff been consulted?)</i></p> <p>The report is internal at the moment and the consultees noted within. The notice of motion will also be discussed at a Caerphilly Homes Task Group meeting on 28th August.</p>
	<p><u>Actions required</u></p> <p>Further consultation would be required given the significance and potential impacts of the notice of motion.</p>

MONITORING AND REVIEW

7.	<p>How will the policy be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community? Are comments or complaints systems set up to record issues by Equalities category?)</i></p> <p>This will need to be considered along with other matters should the Notice of Motion be agreed and passed on to Cabinet and full Council.</p>
	<p><u>Actions required</u></p>
8.	<p>How will the policy be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>This will need to be considered along with other matters should the Notice of Motion be agreed and passed on to Cabinet and full Council.</p>
	<p><u>Actions required</u></p>

9.	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equality training of some sort?)</i></p> <p>None at this stage.</p>
	<p><u>Actions required</u></p>

10.	<p>What wider use will you make of this Equality Impact Assessment? <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p> <p>The EIA will form part of the discussion points at the meeting on the 28th August as noted in Part 6 previously.</p>
	<p><u>Actions required</u></p> <ul style="list-style-type: none"> • EIA, when completed, to be returned to equalities@caerphilly.gov.uk for publishing on the Council's website.

Completed By:	David A. Thomas
Date:	12/08/13
Position:	Senior Policy Officer (Equalities and Welsh Language)
Name of Head of Service:	Dan Perkins, Head of Legal and Democratic Services