

# EQUALITY IMPACT ASSESSMENT FORM

December 2014

## THE COUNCIL'S EQUALITIES STATEMENT

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.

<b>NAME OF NEW OR REVISED PROPOSAL*</b>	Medium Term Financial Plan savings proposals - General Fund Housing
<b>DIRECTORATE</b>	Corporate Services
<b>SERVICE AREA</b>	Private Sector Housing
<b>CONTACT OFFICER</b>	Kenyon Williams
<b>DATE FOR NEXT REVIEW OR REVISION</b>	N/A

**\*Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

## INTRODUCTION

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities issues have been consciously considered throughout the decision making processes of the work undertaken by every service area in the Council and work done at a corporate level.

The form should be used if you have identified a need for a full EIA following the screening process covered in the Equalities Implications in Committee Reports Guidance document (available on the Equalities and Welsh Language Portal on the intranet).

The EIA should highlight any areas of risk and maximise the benefits of proposals in terms of Equalities. It therefore helps to ensure that the Council has considered everyone who might be affected by the proposal.

It also helps the Council to meet its legal responsibilities under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Welsh Language Measure 2011. There is also a requirement under Human Rights legislation for Local Authorities to consider Human Rights in developing proposals.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the Strategic Equalities Objectives and Action Plan 2012.

This approach strengthens work to promote Equalities by helping to identify and address any potential discriminatory effects before introducing something new or changing working practices, and reduces the risk of potential legal challenges.

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the Equalities and Welsh Language Portal (the Committee report guidance mentioned above, the Consultation and Monitoring guidance) and the Council's Equalities and Welsh Language team can offer support as the EIA is being developed - the contact email is [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk).

## PURPOSE OF THE PROPOSAL

<b>1</b>	<p><b>What is the proposal intended to achieve?</b> <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p> <p>The proposal is intended to achieve financial savings within the General Fund Housing budget in line with the Authority's overall Medium Term Financial Plan.</p>
<b>2</b>	<p><b>Who are the service users affected by the proposal?</b> <i>(Who will be affected by the delivery of this proposal? 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 proposed savings have the potential to affect 2 areas:</p> <p><u>Family Intervention Project</u></p> <p>This project was a rehabilitation scheme for the most challenging of families who were at risk of losing their home as a result of anti social behaviour.</p> <p><u>Care and Repair, Caerphilly</u></p> <p>It is difficult to predict which of Care and Repair's service users will be affected by the withdrawal of funding. The Authority's funding represents only 5.5% of Care and Repair's overall budget. The Agency Director has indicated, however, that the funding withdrawal may affect their ability to deliver their Handyperson service. If this were to be the case then persons over 60, living in owner occupied accommodation, who can currently access the service for a fee of £15/hour may no longer be able to do so.</p>

## IMPACT ON THE PUBLIC AND STAFF

<b>3</b>	<p><b>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</b></p> <p><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>See 2 above in terms of the public/service users.</p> <p>There is no impact on CCBC staff as noted in section 7 of the Policy and Resources Committee Report.</p>
	<p><b><u>Actions required</u></b></p> <p>None</p>

<b>4</b>	<p><b>What are the consequences of the above for specific groups?</b></p> <p><i>(Has the service delivery been examined to assess if there is any indirect affect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people's disability, race, gender, sexuality, age, language, religion/belief?)</i></p> <p><u>Family Intervention Project</u></p> <p>The withdrawal of funding for this project was considered by the Crime and Disorder Scrutiny Committee at its meeting on 10<sup>th</sup> September 2015 at which time it was reported that the scheme had received only 9 referrals over the past 5 years and no referrals whatsoever for 2014/15. The Shelter Cymru Valleys Inclusion Project provides a similar, more cost effective service and can deal with any cases that were previously dealt with via the FIP.</p> <p><u>Care and Repair, Caerphilly</u></p> <p>Should the Agency Director decide to react to the Authority's withdrawal of funding by restricting the Handyperson service then owner occupiers over 60 may no longer have access to the service.</p>
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**Actions required**

As far as Care and Repair are concerned the impact on owner occupiers over 60 may result in complaints/comments and this would have to be monitored. This user group may then need to be signposted by CCBC and/or the Care and Repair Agency to other services that could possibly fill the gap in service provision.

## INFORMATION COLLECTION

**5 Is full information and analysis of users of the service available?**

*(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? Does any savings proposals include an analysis of those affected?)*

Family Intervention Project

Full information and analysis of previous service users is available and it is felt that the Shelter Valleys Inclusion Project is a suitable alternative in the absence of FIP.

Care and Repair, Caerphilly

Full information and analysis of service users would be available to Care and Repair.

**Actions required**

The Shelter Valleys Inclusion Project will need to monitor users in terms of protected characteristics.

## CONSULTATION

<b>6</b>	<p><b>What consultation has taken place?</b> <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have the Council's Equalities staff been consulted? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <p>Care and Repair Caerphilly were made aware of this proposal some months ago.</p>
	<p><b><u>Actions required</u></b></p> <p>All potential savings form part of the public consultation on the Council's future budget proposals.</p>

## MONITORING AND REVIEW

<b>7</b>	<p><b>How will the proposal be monitored?</b> <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <p>These services potentially affected by the withdrawal of funding are not CCBC services. Monitoring , therefore, will predominantly fall to the respective third party organisations concerned. As far as Care and Repair are concerned the impact on owner occupiers over 60 may result in complaints/comments. This user group may then need to be signposted by CCBC and/or the Care and Repair Agency to other services that could possibly fill the gap in service provision.</p>
	<p><b><u>Actions required</u></b></p> <p>Appropriate signposting where necessary</p>

<b>8</b>	<b>How will the above be evaluated?</b>
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	<p><i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>As the services concerned are not CCBC services evaluation of monitoring outcomes will fall to the respective third party organisations.</p>
	<p><b><u>Actions required</u></b></p> <p>None by CCBC</p>
9	<p><b>Have any support / guidance / training requirements been identified?</b>  <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>As the services potentially affected are third party services, the primary responsibility for support/guidance/training will fall to the relevant third party. CCBC Private Sector Housing Staff will, however, be made aware of the potential for comment or complaint in respect of the Care and Repair Handyman Service and will be trained in dealing with such complaints via signposting if possible</p>
	<p><b><u>Actions required</u></b></p> <p>Training/awareness raising amongst relevant CCBC Private Sector Housing staff.</p>

10	<p><b>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</b></p> <p><u>Family Intervention Project</u></p> <p>Alternative Service provision is available as noted above.</p> <p><u>Care and Repair, Caerphilly</u></p> <ol style="list-style-type: none"> <li>1. The decision as to how the withdrawal of funding is managed by Care and Repair is for the Care and Repair Board of Management to consider. There is the option of retaining the Handyman service and dealing with the reduction in funding in another area of the business.</li> <li>2. Care and Repair Caerphilly are in the</li> </ol>
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	<p>process of merging with Care and Repair Blaenau Gwent. An awareness of the funding cuts prior to the merger process commencing affords the opportunity to reshape services in line with available resources.</p>
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11	<p><b>What wider use will you make of this Equality Impact Assessment?</b>  <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 be attached as an appendix to the Policy and Resources Scrutiny Committee Report as a supporting document.</p>
	<p><b><u>Actions required</u></b></p> <ul style="list-style-type: none"> <li>EIA, when completed, to be returned to <a href="mailto:equalities@caerphilly.gov.uk">equalities@caerphilly.gov.uk</a> for publishing on the Council's website.</li> </ul>

<b>Completed By:</b>	Kenyon Williams
<b>Date:</b>	23 <sup>rd</sup> November 2015
<b>Position:</b>	Private Sector Housing Manager
<b>Name of Head of Service:</b>	Shaun Couzens