

Equality Analysis

Equality Impact Assessment (EIA) Form 'Knowing your customers needs'

Background

An Equality Analysis is a way of making sure that equality considerations are embedded into our decision-making processes and that equality is considered when we are developing key policy & services etc.

One tool to help you do this is an Equality Impact Assessment or EIA. It will assist you in ensuring that “**due regard**” has been given to identify any potential or actual impact (Positive or Negative) that our policies/services/functions*etc., have on differing groups of people.

EIAs also provide a systematic approach to identifying and recording gaps and actions in relation to ensuring equal access when providing functions.

The purpose of the Equality Analysis is to:

- make us focus on the needs, experiences and circumstances of everyone who will be affected by the decisions the Council makes
- direct us to seek alternative ways of achieving our aims and avoiding inequality
- enhance our credibility with our service users to have greater confidence in our performance
- improve our policy making procedures and services

*** Note: For simplicity we have sometimes referred to the following (listed below) as 'Functions'. This includes:** Services, Employment Practices, Projects, Strategy, Processes, Systems, Practices, Procedures, Protocols and Guidelines

Legislation - Equality duty

As a local authority that provides services to the public, Melton has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance Equality of Opportunity
- Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex
9. Sexual orientation

When completing the Equality Impact Assessment you are encouraged to consider other disadvantaged or socially excluded communities or groups e.g. carers, the homeless, rural communities, priority neighborhoods, ex-forces personnel etc., who are likely to be affected by the proposal. **The evidence** also needs recording to demonstrate that consideration has been given.

Title of the policy	Housing Mix and Affordable Housing Supplementary Planning Document (SPD)
Is it new or existing?	New
Date	04/06/2019
Officer undertaking EIA	Celia Bown
Who else is involved in undertaking this assessment?	Shaun Cropper (Neutral assessor)

1. Overview of policy/function being assessed

A. Outline: What is the purpose of this policy? (Specify the aims and objectives.) Please also state why the policy has been introduced or changed.

The purpose of the SPD is to provide guidance to the Local Plan policies regarding the housing mix and affordable housing on major new residential developments.

B. Who are the people/groups affected and what is the intended change or outcome for them?

The guidance on housing mix and affordable housing aims to achieve developments which have a mix of house types; sizes and tenure, suitable for different household's needs and resources. For example, smaller properties for younger people who are first time buyers and downsizing older people; bungalows for less mobile households and affordable housing for households not able to purchase a property.

C. Equality implications/obligations

Will this proposal/policy/service etc., meet the Equality Act requirement to have 'due regard' to the need to meet any of the following duties? In this question, consider both the new/current service and the proposed changes.

	Is the equality duty listed in the left hand column relevant to your policy/service etc?		Comments on how it meets the duty or why is not relevant
	Yes	No	
(1) Eliminate unlawful discrimination, harassment and victimisation – please complete section 4 of the template.			
(2) Advance equality of opportunity between different groups How does the proposal/policy/service etc ensure that the intended outcomes promote equality of opportunity for users who have protected characteristics?	Yes		The SPD (together with the associated Local Plan policies) ensure that households who are on lower incomes, still have equality of opportunity in accessing

<p>This includes:</p> <ul style="list-style-type: none"> • Removing or minimising disadvantages for protected groups of people • Taking steps to meet the needs of people from protected groups where these are different from the needs of other people • Encouraging people from protected groups to participate in public life or in other activities where there participation is disproportionately low e.g. are stakeholders engaged in the process and are there any barriers? 			<p>housing. This includes single parents; older and young people as well as disabled people.</p>
<p>(3) Foster good relations between different groups (tackling prejudice and promoting understanding). Does the service contribute to good relations or to broader community cohesion objectives? How does it achieve this aim?</p> <p>This could include: <i>(The following are examples and so you do not need to answer all the bullet points below.)</i></p> <ul style="list-style-type: none"> • Building services around people and communities and involving them • Considering if there are strong and positive relationships between groups/communities affected by this policy. Does the policy/service bring together groups of people not used to interacting with each other? If so will it raise any issues that need to be addressed? • Tackling myths and misinformation. If the service is seen as unfair by certain groups, how do you tackle the myths and communicate this? 	<p>Yes</p>		<p>The SPD provides guidance on affordable housing needing to be integrated in clusters throughout new developments with the market housing and to be indistinguishable in design with the market housing. This will assist in integrating different cohorts of people within communities.</p>

D. Which groups have been consulted as part of the creation or review of the policy? Did they identify any barriers?

The SPD went out for consultation with members of the public across the Borough (via a public drop-in; on-line consultation; notification in the Melton Times; and on the Council website and social media pages; Parish Councils; Councillors; internal staff; neighbouring Councils; developers; housebuilders; planning and land agents and consultants and private registered providers.

No barriers were identified.

2. What we already know and where there are gaps

A. What existing information/data do you have/monitor about different diverse groups in relation to this policy? This could consist of previous EIA's, reports, consultation, surveys, demographic profiles etc.

Information and data has been used from the following documents:

Leicester and Leicestershire Housing and Economic Development Needs Assessment (HEDNA, 2017)

Melton Borough Council Housing Needs Study (MBC HNS, 2016)

Rural Housing Needs Studies across the Borough (various)

These can be found in the housing section of the Melton Local Plan evidence base at:

<https://www.meltonplan.co.uk/evidencebase>

The HEDNA and the MBC HNS have both used census data.

B. What does this information/data tell you about diverse groups? If you do not hold or have access to any data/information on certain/all diverse groups, what do you need to begin collating/monitoring? (please list)

This tells us information on housing requirements for people with lower incomes; people of different ages; less mobile people (either due to frailty or physical disabilities); information on gender in relation to housing; split between households in urban and rural areas and housing needed for single people and for families.

3. Do we need to seek the views of others and if so, who?

A. In light of the answers you have given in question 1D & 2 do you need to consult with specific groups? If not please explain why.

No, this has been covered in the consultation already undertaken.

4. Assessing the impacts

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has an actual or potential positive or negative impact on the groups specified and whether there is evidence of discrimination. Please read the guidance that accompanies this template.

If you have identified actual or potential negative impact or discrimination that is *illegal*, you are required to take action to remedy this immediately.

If you have identified negative impact or discrimination that is justifiable or legitimate please give your reasons. You will need to consider what can be done to mitigate its effect on those groups of people.

Provide an explanation for your decisions

<u>Diversity Groups</u>	<u>Positive impacts</u> (Actual or Potential)	<u>Negative impacts</u> (Including any barriers) (Actual or Potential)	Is there evidence of direct/indirect discrimination? (Is it illegal or legitimate/justifiable?)	<u>Mitigation</u> Where there are potential barriers, negative impacts identified and/or the barriers or impacts are unknown, please outline how you propose to minimise or

				remove all negative impact or discrimination.
Age	X			
Disability (physical, visual, hearing, learning disability, mental health)	X			
Gender / Sex	X			
Religious Belief				
Racial Group				
Sexual Orientation				
Gender reassignment/ Transgender				
Other protected groups (pregnancy & maternity, marriage & civil partnership)	X			
Other socially excluded groups (low literacy, offenders, priority neighbourhoods, ex forces personnel etc)	X			

5. Action Plan

Please include any identified concerns/actions/issues in this action plan: <i>The issues identified should inform your 'One Council Delivery Plan' and, if appropriate, your Consultation Plan</i>			
Action Number	Action	Responsible Officer	Target Date
1	The SPD will be reviewed if any evidence becomes out of date.	Celia Bown	N/A (the dates could vary)

6. Who needs to know about the outcomes of this assessment and how they will they be informed

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Internally (employees & Check & Challenge group)	Development management; planning policy and housing employees	By email and meetings
Externally (service users, stakeholders, private sector householders, landlords etc)	All stakeholders contacted as part of the consultation.	By email and Melton Plan website
Others	Check and challenge group	By email (EIA data in the documents mentioned earlier is already published on the Melton Plan website)
To ensure ease of access, what other communication needs/concerns are there?		

7. Internal Scrutiny (to be completed and signed by a [member of the check and challenge group](#)).

Please delete as appropriate
I agree / disagree with this assessment / action plan
If <i>disagree</i> , state action/s required
Signed (Check and challenge):
Date:

8. Conclusion (to be completed and signed by the [Head of Service](#))

Please delete as appropriate
I agree / disagree with this assessment / action plan
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Head of Service):
Date:

[Once approved by Head of Service please pass to person responsible for Equalities to publish on the internet](#)