

Appendix 1

EQUALITY, HEALTH AND HUMAN RIGHTS IMPACT ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact community.planning@west-dunbarton.gov.uk

Section 1: Policy/Function/Decision (PFD) Details	
A PFD is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.	
Name of PFD:	Local Housing Strategy (LHS)
Lead Department & other departments/ partners involved:	HEED
Responsible Officer	Jamie Dockery
Impact Assessment Team	Jamie Dockery Ricardo Rea
Is this a new or existing PFD?	New/Existing
Start date: (the assessment should be started prior to PFD development/drafting or at the early stages of review): May 2011	
End date (this should allow for the assessment to inform decision-making): 25 November 2011	
What are the main aims of the PFD ?	To provide an overarching framework setting out key issues and priorities for housing and housing support and an action plan outlining how these will be addressed by the Council and its partners.
Who are the main target groups/ who will be affected by the PFD ?	The Strategy affects the whole population of West Dunbartonshire but also makes specific reference to the following particular needs groups: <ul style="list-style-type: none">• Adults, including older adults with Disability

	<p>Long term conditions Mental ill health</p> <ul style="list-style-type: none"> • Alcohol/Drugs • Vulnerable Young People
<p>Relevance (of PFD to the general equality duties and equality groups, also record if there is no relevance giving reasons/evidence)</p>	
<p>Yes: The LHS is highly relevant as it influences the way in which the Council “exercises its public functions”; it is also the case that there will likely be considerable public/community interest in the LHS.</p>	
	<p>If yes, complete all sections, 2-9</p> <p>However, it should be noted that this PDF is a high level strategy and that individual impact assessments will be required of the component parts as they are developed.</p>
	<p>If no, complete only sections 8-9</p>
	<p>If don't know, complete sections 2& 3 to help assess relevance</p>
<p>Section 2: Evidence</p> <p>Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.</p>	
<p>Available evidence:</p>	
<p>Consultation/ Involvement with community, including individuals or groups or staff as relevant</p>	<p>First Stage Consultation : An extensive consultation process took place between May and July 2011. This consultation comprised the following principal elements:</p> <ul style="list-style-type: none"> • three area based public events took place during June 2011 • separate meetings were held with the West Dunbartonshire Tenants and Residents Organisation (WDTRO) and the Clydebank Community Forum (CCF) • a presentation was made to the WD Landlords Forum • an on-line survey was available on the Council's website • a Citizens' Panel postal survey elicited 1,072 returns in May 2011 .

	<p>Second Stage Consultation: A further consultation stage is planned which will last from early October until 25th November 2011 involving</p> <ul style="list-style-type: none"> • circulating a consultative draft around 260 organisations and individuals • inviting comments via the Council's website . <p>A presentation was made to the Equalities Liaison Group in mid- October 2011. An offer was made to consult further with any groups represented on/connected to the EIA .</p>
<p>Research and relevant information</p>	<p>Race</p> <ol style="list-style-type: none"> 1. WDC housing statistics. 2. ODS research 2002 Housing black and minority ethnic communities in West Dunbartonshire. (Communities Scotland #7) 3 Audit of Research on Minority Ethnic Issues in Scotland, Scottish Executive Central Research Unit, 2001. Full report: www.scotland.gov.uk/cru/kd01/red/auditethnic-00.asp and the findings: www.scotland.gov.uk/cru/resfinds/sirf4-00.asp <p>Age</p> <p>An understanding of the ageing demographic and the shifting balance of care underpins the LHS.</p> <p>Gender/Age</p> <p>There is a known high incidence of young women presenting as homeless in West Dunbartonshire. Proposals to address this issue are contained in the Council's Homelessness Strategy and are noted in the LHS.</p>

	Chapter 6 of the Glasgow and Clyde Valley Housing Market Partnership Housing Needs and Demand Assessment contains valuable background information on Households with Specific Housing Requirements: http://www.gcvsdpa.gov.uk/images/stories/documents/HNDA%20Final.pdf
Officer knowledge	The EIA group and other officers' knowledge will be used to help the assessment of policies developing from the PFD.
Equality Monitoring information – including service and employee monitoring	WDC monitors its employees by ethnicity, disability, gender and age.
Feedback from service users, partner or other organisation as relevant	Groups/members at the EIA have been requested to provide any relevant feedback on the LHS or on any housing related issues affecting their contacts.
Other	
Are there any gaps in evidence? Please indicate how these will be addressed	
Gaps identified	Detail on the housing needs of the BME population was noted as being an information gap in the first stage of the consultation exercise.
Measure to address these	The WDC Homeless Strategy Action Plan commits the Council to carrying out further research on the housing and homelessness needs of Minority Ethnic Groups, LGBT people, and gypsies/ travellers.
<i>Note: Link to Section 6 below Action Plan to address any gaps in evidence</i>	

Section 3: Involvement and Consultation

Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

55 Organisations, national and local, representing particular needs groups with interests in West Dunbartonshire were specifically contacted over the first stage consultation exercise. These included umbrella organisations such the Clydebank and Dumbarton Forums on Disability and the WD Ethnic Women's Group. These groups will again be approached for the second stage consultation. As noted above, a presentation is also planned for the Equalities Liaison Group. Reports on the consultation results and process are posted on the Council's website on the Local Housing Strategy Page:

<http://www.west-dunbarton.gov.uk/housing/local-housing-strategy/>

Note: Link to Section 6 below Action Plan

Section 4: Analysis of positive and Negative Impacts

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race	<ul style="list-style-type: none"> • Improve understanding of BME housing needs. • Improve understanding of housing needs of gypsies/travellers. • Increase the availability of larger size housing more suited to the needs of many BME families. • Improve access to housing information and advice 		
Sex	<ul style="list-style-type: none"> • Improving the availability of accessible housing will have a disproportionately positive impact on women. • Improved support services for vulnerable homeless people will have a disproportionately positive impact on women. 		
Gender Re-assignment	<ul style="list-style-type: none"> • Improve access to housing information and advice 		
Disability	<ul style="list-style-type: none"> • Improve the availability of accessible housing • Better coordinate the availability of aids and adaptations • Improve access to housing information and advice 		
Age	<ul style="list-style-type: none"> • Improve and expand the housing options available for 		

	<p>elderly people through links to the Change Fund agenda.</p> <ul style="list-style-type: none"> • Increasing the number of houses suitable for single people will be beneficial to both elderly and younger age groups. • Better Housing Support Services for Homeless persons will be of particular assistance to young people. • Improving access to housing information and advice will be of particular benefit to elderly and younger age groups. • Improving the availability of accessible housing will have a disproportionately positive impact on the elderly. • Improve access to housing information and advice 		
Religion/ Belief	<ul style="list-style-type: none"> • Improve access to housing information and advice 		
Sexual Orientation	<ul style="list-style-type: none"> • Improve access to housing information and advice • Improve understanding of LGBT housing needs 		
Civil Partnership/ Marriage	<ul style="list-style-type: none"> • Improve access to housing information and advice 		
Pregnancy/ Maternity	<ul style="list-style-type: none"> • Improving the availability of accessible housing will have a positive impact on this group 		

Socio- economic	<ul style="list-style-type: none"> • Improved provision of affordable housing is a key theme of the PFD, benefiting the socially and economically disadvantaged. • Improve access to housing information and advice 		
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Note: Link to Section 6 below Action Plan in terms of addressing impacts

Section 5: Addressing impacts

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	
2. Continue the PFD	Continue, no negative impacts identified.
3. Adjust the PFD	
4. Stop and remove the PFD	

Give reasons:


Note: Link to Section 6 below Action Plan

Section 6: Action Plan Please describe any action which will be taken following the assessment in order to;

- reduce or remove any negative impacts,
- promote any positive impacts, or
- gather further information or evidence or further consultation required

Action	Responsible person (s)	Intended outcome	Date for completion	Protected Characteristic
Table next round of LHS consultation at Equalities Liaison Group	Ricardo Rea	Address consultation needs	October 2011	Cross Cutting, race, Disability, Sexual Orientation
Collate already collected data	Janice Lockhart	Provides for reporting at year end on access of service by different groups.		Race
Carry out further research on the housing and homelessness needs of the minority ethnic communities.	John Kerr	Improve understanding of housing need.		
				Gender
				Gender Reassignment
				Age
				Religion/ Belief
Table next round of LHS consultation at LGBT Officers group	Ricardo Rea	Address consultation needs	19/10/2011	Sexual Orientation

Carry out further research on the housing and homelessness needs of the LGBT community.	John Kerr	Improve understanding of housing need.		
				Civil Partnership/ Marriage
				Pregnancy/ Maternity
				Socio- economic
Are there any negative impacts which cannot be reduced or removed? please outline the reasons for continuing PFD				
The PFD will have an overwhelmingly positive impact.				
Section 7: Monitoring and review				
Please detail the arrangements for review and monitoring of the policy				
How will the PFD be monitored? What equalities monitoring will be put in place?	PFD will be monitored in Covalent and through the Housing Providers Forum.			
When will the policy be reviewed?	Annually			
Is there any procurement involved in this PFD? Yes/No	No			
Section 8: Signatures				
The following signatures are required:				
Lead/ Responsible Officer:	Signature: 			Date: 29/11/11
Section 9: Follow up action				
Publishing: Forward to community	Signature:			Date: 12/12/11

Planning and Policy for inclusion on intranet/ internet pages		
Service planning: Link to service planning/ covalent – update your service plan/ covalent actions accordingly	Signature:	Date:
Give details: (H/2011/HS/05)		
Committee Reporting: complete relevant paragraph on committee report and provide further information as necessary	Signature:	Date: 02/11/11
Completed form: Pass completed forms retained within department and copy passed to Policy Development Officer (Equality) within Community Planning and Policy	Signature:	Date: