



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Housing & Social Work
Section	Strategic Planning & Delivery
Title of the activity etc.	Private Sector Housing Grant which is administered through Improvement and Repairs Grant Budget
Aims of the activity	<p>The aims of the Scheme of Assistance are to:</p> <ul style="list-style-type: none"> • Improve the quality and suitability of private sector housing • Reduce the number of houses that are Below the Tolerable Standard (BTS) • Adapt houses to make them suitable to meet the needs of a disabled person • Encourage homeowners to repair, maintain and improve their homes • Improve the energy efficiency of houses.
Author(s) & Title(s)	<p>[Redacted] (Housing Manager), [Redacted] (Team Leader), [Redacted] (Fuel Poverty Officer)</p>
Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	<p>Local Housing Strategy 2012-2017 Private Sector Housing Strategic Outcome Statement & Action Plan Scheme of Assistance Policy all of which were developed through an extensive consultation programme and data gathering exercises.</p>
Internal consultation with staff and other services affected.	<p>Planning for Future Tenants Group Strategic Outcome Group Social Work Environmental Health Building Control</p>
External consultation (partner organisations, community groups, and councils).	<p>Scottish Government Aberdeenshire Care & Repair Project</p>
External data (census, available statistics).	<p>Scottish House Condition Survey</p>

Other (general information as appropriate).	N/A
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Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	There are no evidence gaps

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger			Yes	
Age – Older	Yes			
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?

Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.	Older people will be able to remain in their own homes with assistance of a grant to adapt the home for their needs	
	Households with someone with a disability will be able to remain in their own homes with assistance of a grant to adapt the home for their needs	
	Improved housing conditions will benefit households in the private sector and there by their quality if life.	

Stage 7: Have any of the affected groups been consulted?

If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	Consultation took place with the wider community through the development of the Scheme of Assistance and also the Private Sector Strategic Outcome Statement. In producing the Local Housing Strategy 2012-2017 the wider community were consulted and improving housing conditions and meeting the needs of older and disabled households were identified as priorities.
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Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?

These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale

Stage 9: What steps can be taken to promote good relations between various groups?

These should be included in the action plan.

The service will aim to improve housing conditions through delivery of the Scheme of Assistance. This will then ensure private sector housing is available to the community which will include all nine protected characteristics.

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

In the operation of Scheme of Assistance, the Council will not discriminate against any person because of age, race, colour, disability, religion and belief, sex or gender, sexual orientation, pregnancy and maternity. No groups will be excluded.

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).

As part of our continuous improvement ethos, the Scheme of Assistance will be reviewed and any changes in circumstances in the interim, either locally or nationally, will be taken into account as required.

Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	In the operation of Scheme of Assistance, the Council will not discriminate against any person because of age, race, colour, disability, religion and belief, sex or gender, sexual orientation, pregnancy and maternity. No groups will be excluded.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	N/A	
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen
	N/A	

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

N/A

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Housing Service. Strategic Planning & Delivery Team.	
	2) Title of Policy/Activity	Scheme of Assistance	
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: <input type="text"/> Position: Housing Manager Date: 26 November 2013 Signature: <input type="text"/>	Name: <input type="text"/> Position: Team Leader (Private Sector) Date: 26 November 2013 Signature:
		Name: <input type="text"/> Position: Fuel Poverty Officer Date: 26 November 20113 Signature: <input type="text"/>	Name: Position: Date: Signature:
	4) Consultation with Service Manager	Name: <input type="text"/> Date: 26 November 2013.	
	5) Authorisation by Director or Head of Service	Name: Position: Date:	Name: Position: Date:
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.	Date:	
	7) EIA author sends a copy of the finalised form to: eia@abdnshire	Date:	
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:

Action Plan					
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications
Promote Scheme of Assistance across Aberdeenshire	October 2013	Ongoing	[Redacted] Private Sector Housing Officer	Increased take up in homeowners accessing Scheme of Assistance	No resource implications – will be carried out by Private Sector Housing Officers.
Increase the number of Scheme of Assistance community events	July 2013	Ongoing	[Redacted] Private Sector Housing Officer	Increased take up in homeowners accessing Scheme of Assistance with the aim of improving the quality of private sector housing.	No resource implications – will be carried out by Private Sector Housing Officers.
Review Care & Repair processes	July 2013	December 2013	[Redacted] Team Leader	Identify and eliminate duplication in processes.	No resource implications – will be carried out by Private Sector Housing Officers and care & Repair staff.