



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Housing and Social Work
Section	Strategic Planning and Delivery Team
Title of the activity etc.	Affordable Housing Budget
Aims of the activity	The affordable housing budget is documented within the Strategic Housing Investment Plan (SHIP). This sets out key investment priorities for affordable housing; demonstrates how these will be delivered; identifies the resources required to deliver these priorities and enables the involvement of key partners.
Author(s) & Title(s)	[redacted] (Housing Manager), [redacted] Team Leader (Affordable Housing), [redacted] Affordable Housing Officer, [redacted] (Housing Strategy Officer).

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Housing Needs and Demand Assessment (2011) Local Housing Strategy 2012 – 2017 Data collection on waiting list, re-lets, house sales, housing stock and housing market activity. Analysis of potential housing development opportunities.
Internal consultation with staff and other services affected.	Ongoing consultation with: Housing Options & Homelessness, Asset Management, Tenancy Management, Housing Accountants, Social Work, Legal and Governance, Property – Estates, Quantity Surveying and Architectural Services, Planning, Roads and Landscape Services and Planning Gain
External consultation (partner organisations, community groups, and councils).	Scottish Government Private Developers Registered Social Landlords Planning for the Future Tenant Group Tenant Participation Promotion Team As part of the planning process consultation process would be carried out with the local community groups
External data (census, available statistics).	Registered Social Landlord stock and relets data

Other (general information as appropriate).	Any properties developed as part of the Strategic Housing Investment Plan 2013-2018 will be allocated in accordance with either Aberdeenshire Council's Allocation Policy or the corresponding Registered Social landlord Allocation Policy. (Link to Allocation Policy Equalities Impact Assessment)
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Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No

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	Yes		
Age – Older	Yes	Yes		
Disability	Yes	Yes		
Race – (includes Gypsy Travellers)	Yes	Yes		
Religion or Belief	Yes	Yes		
Gender – male/female	Yes	Yes		
Pregnancy and maternity	Yes	Yes		
Sexual orientation – (includes Lesbian/ Gay/Bisexual)	Yes	Yes		

Gender reassignment – (includes Transgender)	Yes	Yes		
Marriage and Civil Partnership	Yes	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.	Providing affordable housing for those in need including those who fall within the nine Protected Characteristics,	Whilst the Strategic Housing Investment Plan 2013-2018 will deliver affordable housing it will not meet all the identified housing need and this will include households which fall within the nine Protected Characteristics,
	In particular, properties are being developed for older people and those with a disability. The appropriate housing support will also be put in place.	
	Increasing affordable housing supply to ensure everyone will have the option to either rent or purchase affordable housing.	

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?	As part of the development process, consultation has been carried out in accordance with the project timescales to ensure that particular need properties meet the specific needs of the individual households. Consultation has also taken place with tenants and the wider community in determining priorities for the Local Housing Strategy and delivery of affordable housing. The priorities then inform allocation of the budget.
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Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?

	Mitigating Steps	Timescale
<p>These should be included in any action plan at the back of this form.</p>	<p>The Housing Service will continue to maximise funding streams to optimise the delivery of affordable housing; this may include preparing bids to Scottish Government for further funding, using alternative funding models where appropriate and providing other affordable housing tenures to address housing need.</p>	<p>On going process</p>
	<p>The Housing Service will continue to identify suitable land for the development of affordable housing through discussions with stakeholders, both internal and external, for example Property Estate, Planning, other public bodies and private developers.</p>	<p>On going process</p>

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

<p>These should be included in the action plan.</p>	<p>Good planning and design will ensure that all developments within the Strategic Housing Investment Plan 2013-2018 will form part of mixed and sustainable communities.</p>
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Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

<p>Creating mixed and sustainable communities will promote good relations and encourage integration and equalities.</p>

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

<p>These should be included in any action plan (for example customer satisfaction questionnaires).</p>	<p>Equality monitoring is carried out through applications to Apply4Homes. Post occupancy surveys will be carried out. This will include monitoring across the nine Protected characteristics</p>
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Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	<p>The Housing Service will continue to maximise funding streams to optimise the delivery of affordable housing; this may include preparing bids to Scottish Government for further funding, using alternative funding models where appropriate and providing other affordable housing tenures to address housing need.</p> <p>The Housing Service will continue to identify suitable land for the development of affordable housing through discussions with stakeholders, both internal and external, for example Property Estate, Planning, other public bodies, private developers and landowners.</p>	
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

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

The delivery of the identified affordable housing projects within the Strategic Housing Investment Plan will meet some of the identified housing need, including those within the protected characteristics groups.

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Strategic Planning and Delivery Team	
	2) Title of Policy/Activity	Affordable Housing	
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: <input type="text"/> Position: Housing Manager Date: 26 Nov 2013 Signature: <input type="text"/>	Name: <input type="text"/> Position: Team Leader (Affordable Housing) Date: 26 Nov 2013 Signature: <input type="text"/>
		Name: <input type="text"/> Position: Strategic Housing Officer Date: 26 Nov 2013 Signature: <input type="text"/>	Name: <input type="text"/> Position: Affordable Housing Officer Date: 26 Nov 2013 Signature: <input type="text"/>
	4) Consultation with Service Manager	Name: <input type="text"/> Housing Manager (Strategy) Date: 26 Nov 2013	
	5) Authorisation by Director or Head of Service	Name: <input type="text"/> Position: Head of Housing 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
Consultation with appropriate stakeholders as part of the development process.	2013	2018	Affordable Housing Development Staff within Aberdeenshire Council and appropriate Registered Social Landlord staff.	Consultation outcomes and feedback will inform the development proposals to ensure appropriate development within the local community to meet housing need.	Within existing resources
Equalities Monitoring is carried out as part of the Apply4Homes process.	2013	Ongoing	Service Development Officer (Options)	Feedback will inform future development proposals and allocations policy.	Within existing resources
Post occupancy surveys will be carried out in accordance with each development	2013	2019	Tenancy Management staff within Aberdeenshire Council and appropriate Registered Social Landlord staff.	Feedback will inform future development proposals.	Within existing resources
Consultation with particular needs households	2013	2018	Affordable Housing Development Staff within Aberdeenshire Council and appropriate Registered Social Landlord staff.	Properties will be developed and delivered which meet the specific needs of those identified particular need households.	Within existing resources
Consultation with Gypsies/Travellers	2013	2018	Minority Ethnic Communities Officer	Feedback will inform the proposals to deliver a stopover site to meet identified need.	Within existing resources