

PART B – Equality Analysis Form

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

1. Title	
Equality Analysis title: Review of Area Housing Panels	
Date of Equality Analysis (EA): 5 th September 2019	
Directorate: Adult Care, Housing and Public Health	Service area: Housing and Estate Management
Lead Manager: Paul Walsh	Contact number:
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function
<input type="checkbox"/> Other	
If other, please specify	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Paul Walsh	RMBC	Head of Service, Estate Management & Housing
Lynsey Mould	RMBC	Housing Operations Manager
Asim Munir	RMBC	Tenant Involvement Coordinator

3. What is already known? - see page 10 of Equality Screening and Analysis Guidance

Aim/Scope (who the Policy/Service affects and intended outcomes if known)

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

The launch of the Thriving Neighbourhoods Strategy and the move towards a new neighbourhood working model, with electoral Wards as the principal building blocks, has resulted in the existing Area Housing Panel geography becoming obsolete and out of step with the new arrangements. The implementation of new electoral Ward arrangements in 2020 is also a further driver for change. This necessitates that any new geographical arrangements for Area Housing Panels are developed and implemented in line with Ward boundary changes in 2020.

What equality information is available? (Include any engagement undertaken)

The Strategic Housing and Development team have produced housing profiles at ward level to identifying opportunities to meet housing need in each area. The document contains useful information including local house prices, rents, council stock, demand for social housing and much more. The profiles will also compliment work being undertaken corporately, which seeks to provide more detailed demographic profiles at ward level. This will also enable us to target our engagement activities in the future such as the new governance arrangements for the Area Housing Panels.

We also monitor tenant's equalities information through tenancy verification forms which are completed which includes questions around equality strands.

Are there any gaps in the information that you are aware of?

Key findings

In summary, the consultation (further information below) to date has produced the following feedback:

- A recognition of the need for Area Housing Panels to align with neighbourhood working and a Ward based approach.
- That any new proposals should sustain tenant empowerment locally and add further

value to the strong framework for tenant engagement already in place.

- That there should be a flexible approach to any new arrangements, reflective of local issues and circumstances.
- That a digital engagement offer needs to be developed, to engage those who wish to 'get involved', but not necessarily through a traditional meeting format. Also, that Area Housing Panel activity, such as project development and approvals, could be undertaken digitally.
- An acknowledgement that the review process and the re-organisation of Area Housing Panels presented a great opportunity to boost tenant involvement capacity.
- Recognition of the need for Ward Member involvement and the potential for added value, such as joint funding of local project proposals from both the Area Housing Panel and other ward based budgets and Ward Member support to Panels, through their community leadership role.
- A desire by Parish Councils to become more actively involved with Panels in their areas.
- A recognition that more needs to be done to celebrate the work of Area Housing Panels and the projects successfully delivered within the neighbourhoods.

What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?

It will be essential to address key issues identified through the review and consultation process; particularly the need to increase tenant engagement capacity and ensure that there is a flexible 'offer' to reach out to and engage as many tenants as possible.

Engagement undertaken with customers. (date and group(s) consulted and key findings)

A programme of consultation has been undertaken as part of the review, involving existing Area Housing Panel members, tenants, the Housing Involvement Panel, ward members and other key stakeholders, such as Rotherham Federation of Communities and the Parish Council Liaison network. Details of the Area Housing Panel review and how to offer views was placed online on the Council's tenant involvement webpage and promoted by Rotherham Federation of Communities, including at the Council's annual Tenants Open Day.

Rotherham Federation of Communities has also supported engagement with local tenants and residents groups. Discussions have been held with the Council's Head of Neighbourhoods and discussions facilitated at the Neighbourhood Working Members Forum.

The consultation commenced in November 2018 and

	concluded in July 2019. 78 consultation responses were received during this time.
Engagement undertaken with staff (date and group(s) consulted and key findings)	<ul style="list-style-type: none"> • Meeting with Neighbourhoods- 13th August • Estate Services and Housing Services Managers Meeting- 30th August <p>Findings</p> <ul style="list-style-type: none"> • A recognition of the need for Area Housing Panels to align with neighbourhood working and a Ward based approach. • That any new proposals should sustain tenant empowerment locally and add further value to the strong framework for tenant engagement already in place. • That there should be a flexible approach to any new arrangements, reflective of local issues and circumstances.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

Does your Policy/Service present any problems or barriers to communities or Groups?

In recognition of this, tenant engagement opportunities are being actively promoted by the Council and Rotherham Federation of Communities. This is to address the current position, whereby some wards have no active or structured tenant engagement representation currently. The consultation process identified that one of the main barriers for engagement is the current predominantly meeting focussed approach. The approach going forward will therefore offer a more diverse range of opportunities for involvement.

Does the Service/Policy provide any positive impact/s including improvements or remove barriers?

Through consideration of current arrangements and consultation to date, it is proposed that a Ward based geographical approach be pursued from May 2020. This would see the dis-establishment of the existing seven Area Housing Panels and the creation of 25 Ward Housing Forums, aligned to each of the new Wards, from May 2020.

What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

The proposed changes will have no impact on community relations.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

5. Summary of findings and Equality Analysis Action Plan

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic - See page 11 of the Equality Screening and Analysis guidance

Title of analysis: Review of Area Housing Panels
Directorate and service area: Adult Care, Housing and Public Health
Lead Manager: Asim Munir
Summary of findings:
<p>Through consideration of current arrangements and consultation to date, it is proposed that a Ward based geographical approach be pursued from May 2020. This would see the dis-establishment of the existing seven Area Housing Panels and the creation of 25 Ward Housing Forums, aligned to each of the new Wards, from May 2020.</p> <p>To facilitate this, it will be essential to address key issues identified through the review and consultation process; particularly the need to increase tenant engagement capacity and ensure that there is a flexible 'offer' to reach out to and engage as many tenants as possible.</p>

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
The three Ward Pilots to begin in September 2019. Work is continuing to develop the online platform and revise process and procedures, terms of reference etc. for the tenant engagement framework, including the proposed Ward Housing Forums.	A,D,RE,RoB,G,GI,0,SO, C, O	September 2019
Work is continuing to develop the online platform and revise process and procedures, terms of reference etc. for the tenant engagement framework, including the proposed Ward Housing Forums.	A,D,RE,RoB,G,GI,0,SO, C, O	On-going
Consult with Housing Involvement Panel on final proposals for governance and budget arrangements for 2020	A,D,RE,RoB,G,GI,0,SO, C, O	25 th September 2019
A briefing on the AHP Review will be provided to the Neighbourhood Working Members Forum on 9 th October.	A,D,RE,RoB,G,GI,0,SO, C, O	9 th October
A further report setting out final recommendations for the new organisational and budget arrangements for Area Housing Panels from 2020/21, to be presented to Cabinet	A,D,RE,RoB,G,GI,0,SO, C, O	November/December 2019

***A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups**

6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Tom Bell	Assistant Director for Housing	13 th September 2019
Cllr Dominic Beck	Cabinet Member for Housing	13 th September 2019

7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date Equality Analysis completed	5 th September 2019
Report title and date	Review of Area Housing Panels (Cabinet Meeting- 18 th November 2019)
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	