

## Sandwell Homes

### Legislation - General duties:

As a social housing service provider, Sandwell Homes has a legal responsibility to ensure that:

#### **Race:**

- Eliminate unlawful racial discrimination
- Promote equality of opportunity
- Promote good relations between people of different racial groups

#### **Disability:**

- Promote equality of opportunity between disabled persons and other persons
- Eliminate discrimination that is unlawful under the Act
- Eliminate harassment of disabled persons that is related to their disabilities
- Promote positive attitudes towards disabled persons
- Encourage participation by disabled persons in public life
- Take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons

#### **Gender:**

- Eliminate unlawful discrimination and harassment on the grounds of sex
- Eliminate unlawful discrimination and harassment on the grounds of gender re-assignment
- Promote equality of opportunity between women and men
- Not to discriminate on the grounds of marital status

#### **Age, Sexuality, Religion and / or Belief, Transgender:**

- Eliminate direct discrimination
- Eliminate indirect discrimination
- Eliminate Harassment
- Eliminate Victimisation

# Equality Impact Assessment



## Sandwell Homes

If you require assistance completing this assessment, contact the Equality Team on: 6384 / 6030

1	<p>Title of Function/ Policy/ Procedure/ Service to be assessed: Tenants Incentive Scheme (TIS)</p>
	<p>Type of policy, function, procedure, service:</p> <p>Existing <input checked="" type="checkbox"/></p> <p>New/proposed <input type="checkbox"/></p> <p>Changed <input type="checkbox"/></p>
	<p>Who has been involved in writing/reviewing this policy/procedure/function? Kevin Tebbett, Carole-ann King &amp; Jayne Close</p> <p>Were any customers/employees/equality groups involved in writing/reviewing this policy/function/procedure/service? The employees involved are as listed above. In addition to this Senior Managers attending HSMT have also been consulted. Consultation has also taken place with Sandwell Homes Older Persons Group A survey has been conducted in the past which looked at the satisfaction levels of tenants who have moved through the scheme</p>
2	Lead Officer for this assessment: Jayne Close
3	Officers assisting with this assessment:
4	Executive Director: Adrian Scarrott
5	Date completed: 5 <sup>th</sup> September 2011

	<p><b>The Impact Assessment</b></p>
6	<p><b>Policy / Function:</b> (summarise the aims, objectives and purpose of the function or policy and service provided)</p> <p>To assist existing secure Sandwell Homes tenants who are underoccupying a 2 or more bedroom house to move to smaller accommodation by offering a financial incentive as well as advice and support in accordance with the criteria of the scheme. Additionally the scheme is also open to existing secure Sandwell Homes tenants who are willing to move from a property which has major adaptations where the adaptations are no longer required and are</p>

willing to move to a property with fewer bedrooms.

**What specific groups is this policy designed to benefit /affect? (e.g., employees, people with disabilities, young people)**

Secure tenants underoccupying Sandwell Council Houses. However predominantly older people who require support to move to more suitable accommodation.

Households waiting for family accommodation

Tenants occupying a property with adaptations where the adaptations are no longer required by the current occupiers.

Homeseekers waiting for a property with adaptations

**What other policies/procedures/functions relate to/impact on this policy?**

Housing Allocations Policy

Housing management

Void property repairs process

**7 What existing information / data do you have on the community/equality groups in relation to this service/policy/function/procedure? (Equalities profile, service reports, customer feedback etc)**

We undertook an analysis of our customer profile to identify who had moved through the TIS from 1.4.2010 to 31.3.2011. The findings were: 111 completed moves.

This data showed that 64% of all tenants moving through the scheme were aged 60 or above, compared with the total under occupation figures which shows that 57% of all under occupation in houses is by tenants who are aged 60 or above.

Of these 64%, our analysis showed that 28% were single male, 15% couples with the remainder being single females.

31% of tenants moving through the scheme were in the age group 41 to 59 compared to the total number who are underoccupying in this group which is 27%. Of these 31% of tenants who moved, 40% were single males, 15% couples and the remaining 45% single females.

The remaining 5% of TIS moves were between the ages of 19 to 40. Of these, 1.5% were in the age range 16 to 25 and all were single males, 3.5 % were in the age range 26 to 40 and all of these were single females. This compares with the total number who are underoccupying in these two groups which are 2% and 14% respectively which equates to 16% of the total under occupation of houses.

BME households who are severely under occupying represent around 4% of

the total under occupation. In the last financial year 2% of households in the BME group moved under TIS.

If none, what data do you need to collate?

N/A

8 What does this information/data tell you? (Are there any gaps, trends, issues?)

Of the households who are severely under occupying only 4% are from BME groups. In the financial year April 2009 to March 10 all 39 households who moved under the TIS were White British. In the last financial year however this has improved with over 2% of TIS moves being from the BME community. Under occupation within BME groups has changed very little with a slight increase of 0.2% on the previous year.

We will continue to analyse the customer profile to see who go through the scheme for the period 2011 to 2012 to ensure no group is excluded.

9	In light of the data and your own knowledge and awareness, please identify whether the policy has a positive, negative or neutral impact on the groups specified below, in relation to equal access. (please refer to the general duties on the front page)					
		<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Neutral Impact</b>	<b>Comments / Concerns</b> (please identify data used when making judgement)	<b>Actions</b> (Also include in your unit plan)
	Age (younger/older)	Accommodation more appropriate to the needs of elderly tenants	N/A	N/A	A high % (64%) of tenants aged 60 and over access the scheme. Over 30% of under occupiers in the 41 to 59 age group used the scheme.	The largest variance in % terms between those using the TIS against their total age range % of under occupation was the 26 to 40 group. We may need a more targeted approach for this group although they were fairly represented in their use of the scheme for the period 2009 to 2010.
	Disability (e.g. physical / sensory / unseen)	Increased availability of adapted properties & assist disabled tenants move to more suitable accommodation	N/A	N/A	We have released 14 adapted properties in the last financial year compared to 4 in the year before. This shows an improvement of 350%	N/A
	Gender (women/men)	Single elderly families are accessing the scheme	N/A	N/A	Helping those without any support to move to more appropriate accommodation	N/A
Transgender	N/A	N/A	N/A	N/A	N/A	

Race, Ethnicity, Culture (Asian, Black, Chinese, White, Mixed, Travellers and gypsies, other)	Increase in larger properties available for larger /extended families	N/A	N/A	Although only 4% of households severely under occupying are from BME groups, we need to continue to ensure these are proportionally represented through the scheme	Continue to examine customer profile for customers using the scheme for the period 2011 to 2012 to ensure all groups are proportionally represented. We may need to look at targeting these groups if their take up of the TIS is not proportional to their level of under occupation, although the numbers involved is low and their take up of the scheme is more proportional in terms of total under occupiers than the previous year.
Religion, Belief	N/A	N/A	N/A	N/A	N/A
Sexuality (lesbian, gay, bisexual)	N/A	N/A	N/A	N/A	N/A
Other socially excluded groups (e.g., deprivation, low literacy, carers)	Various methods of targeting households are employed to ensure no group is excluded. i.e. letters, visits, phone calls etc	Tenants who struggle with literacy may not be aware of the scheme.	N/A	Tenants who struggle with literacy may not be aware of the scheme.	Identify through data / GTKY info if there are any tenants with a vulnerable indicator who are underoccupying and these may be targeted separately. Neighbourhood Offices are promoting the scheme during their VAT visits.

	Evidence of Discrimination? (Is the service being delivered the way the policy / procedure / function states it should be?)			
10	Is there any evidence of discrimination against the following groups: (are any groups affected in different ways to others?)			
	please refer to the general duties on the front page			
	Yes	No	Don't Know	<b>Please give details:</b> <ul style="list-style-type: none"> <li>• <b>Obvious</b> – e.g. cases / complaints against your organisation , consultation</li> <li>• <b>Non-Obvious</b> – potential evidence of indirect / institutional discrimination: - statistical profiles / user information / commissioned research etc</li> </ul>
Age				No obvious discrimination as there have been no complaints received or negative comments. Over half of all users of the scheme have been aged 60 or over
Disability				No obvious discrimination as there have been no complaints received or negative comments. A number of adapted properties have been released through the scheme which is a positive outcome for families who are waiting to be allocated a property with adaptations.  Furthermore assistance is available to tenants who are under occupying but need to move for medical reasons.
Gender				No obvious discrimination as there have been no complaints received or negative comments. There has been a mix of both genders using the scheme
Transgender				No obvious discrimination as there have been no complaints received or negative comments
Race, Ethnicity, Culture				No obvious discrimination as there have been no complaints received or negative comments. Analysis of results for the period 2009 to 2010 showed that all users of the scheme were white British but this is not unexpected as this group form over 96% of the target group.
Religion / Belief				No obvious discrimination as there have been no complaints received or negative comments
Sexuality				No obvious discrimination as there have been no complaints received or negative comments
Other socially excluded groups				No obvious discrimination as there have been no complaints received or negative comments

	<b>Monitoring:</b>	
11	<b>How do you monitor equality within this service to ensure all groups listed receive an equal service? E.g. access to service/ satisfaction (please explain)</b>	
a.	<b>Age</b>	We maintain a data base of all tenants who pass through the scheme. We undertook a satisfaction survey on all scheme users for the period 2009-2010 which provided positive feedback. The feedback for 2010 to 2011 highlighted a couple of areas where we need to look to improve but overall the results were positive. We analyse data on a yearly basis to ensure all groups who use the scheme are proportionally represented.  Results of the scheme are reported to HSMT, SMBC Housing Executive and the Overcrowding & Under occupation Steering Group.
	<b>Disability</b>	“
	<b>Gender</b>	“
	<b>Transgender</b>	“
	<b>Race, Ethnicity, Culture</b>	“
	<b>Religion, Belief</b>	“
	<b>Sexuality</b>	“
	<b>Other socially excluded groups</b>	“
b.	<b>What do you do with the data – how will it be used?</b> We will analyse the data on an annual basis to develop a customer profile to establish if any groups are proportionally under represented in accessing the service. If certain groups are under represented we will look to develop appropriate actions to target these groups as necessary.	
c.	<b>Do you need to involve and engage with service users in addressing any issues relating to discrimination/adverse impacts, as identified in Q.8? (provide details)</b> No. However the equality data will be looked at on a regular basis.	
d.	<b>Do you need to alter the policy / function to incorporate under-represented groups? (provide details)</b> No	
e.	<b>Do you need to develop Positive Action to help under-represented groups overcome barriers (this can range from public relations &amp; marketing to specific targeted programme of activities? (provide details)</b> No	

f.	<p>Will there be any specific improved service outcomes for groups/partners as a result of this assessment?</p> <p>No</p>
	<p><b>Public Relations:</b></p>
12	<p>How will the following know about this assessment:</p> <p><b>Service users / general public</b> Publicity on Sandwell Homes internet/intranet / Homelife &amp; the press</p> <p><b>Employees</b> Publicity on the internet/intranet/Ezine/Homelife &amp; press</p> <p><b>Partners</b> Publicity on the internet/intranet/press &amp; Homelife</p>
	<p>How are you going to share positive outcomes / findings of this assessment? (add to action plan)</p> <p>The results will be available to HSMT, SMBC Housing Executive and the Overcrowding &amp; Under occupation Steering Group.</p> <p>Additionally the success of the scheme so far has been publicised in the press, Home life and to employees.</p>
	<p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. Complete the attached action plan addressing any issues / concerns identified in this assessment.</li> <li>2. If there are any actions arising from this Impact Assessment you will need to complete the assessment again once the actions have been completed, to ensure that all adverse impacts, barriers, issues have been addressed. <b>(See Action Plan)</b></li> </ol>
13	<p><b>Signed (Lead Officer):</b></p>
14	<p><b>Date:</b></p>
	<p><b>Conclusion:</b> (to be completed by the <u>Executive Director</u>)</p>
15	<p>I agree / disagree with this assessment / action plan</p>
16	<p>If <i>disagree</i>, state action/s required, reasons and details of who is to carry them out with timescales:</p>
17	<p><b>Signed (Executive Director):</b></p>
18	<p><b>Date:</b></p>

**Please send completed & signed assessment to: The Equality Team**

## Equality Impact Assessment Action Plan

Please ensure these actions are also included in your service unit plan and progress is monitored regularly  
(YOU WILL NEED TO COMPLETE A NEW ASSESSMENTS ONCE THE ACTIONS HAVE BEEN COMPLETED)

### Policy / Function: Tenants Incentive Scheme

Question No. (Ref)	Action Required	Lead Officer	Person Responsible	Target Date	Progress
8	Target approach to young people working with Housing Officers	Jayne Close	Jayne Close Leanne Abbey Gill Parkes	January 2012	
8	Information packs to be developed for customer groups	Jayne Close	Jayne Close Leanne Abbey Gill Parkes Under occupation Steering Group	January 2012	
9	Work with Community Care Unit / Housing Officers to identify possible adapted properties no longer in use	Jayne Close	Jayne Close Leanne Abbey Gill Parkes	February 2012	
9	Review GTKY data to identify vulnerable under-occupiers and link with Neighbourhood Offices	Jayne Close	Jayne Close Leanne Abbey Gill Parkes	February 2012	
General	Conduct a new impact assessment when all actions have been completed	Jayne Close	Jayne Close	March 2012	

Are there any actions within the action plan that need to be included in any other service area action plans? No