



# Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

## 1. RESPONSIBILITY

<b>Department</b>	Adult Care Services	
<b>Service</b>	Performance & Housing Strategy	
<b>Proposed policy</b>	Strategic Tenancy Policy	
<b>Date</b>	10 <sup>th</sup> October 2012	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Marcus Connor
	<b>Post Title</b>	Head of Performance & Housing Strategy
	<b>Contact Number</b>	0161 253 6252
	<b>Signature</b>	
	<b>Date</b>	13 <sup>th</sup> September 2012
<b>Equality officer consulted</b>	<b>Name</b>	Mary Wood
	<b>Post Title</b>	Principal Officer – Equalities
	<b>Contact Number</b>	0161 253 6795
	<b>Signature</b>	 29/2012
	<b>Date</b>	21 <sup>st</sup> September 2012

## 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>To fulfil the Council's statutory duty under the Localism Act 2011 to produce a Strategic Tenancy Policy by 13<sup>th</sup> January 2013.</p> <p>To provide a framework for registered providers in the borough on a range of housing issues, including length of tenancy and affordable housing conversions, to deliver a consistent approach on services offered to customers.</p>
<b>Who are the main stakeholders?</b>	<p>Bury Council</p> <p>Registered providers operating in the borough.</p> <p>Department of Communities &amp; Local Government.</p> <p>Homes &amp; Communities Agency</p> <p>Current and future tenants of registered providers.</p> <p>Residents of the borough.</p>

### 3. ESTABLISHING RELEVANCE TO EQUALITY

**3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics. If you answer yes to any question, please also explain why and how that group of people will be affected.**

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	No	No	
Disability	Yes	No	The Policy will help to ensure that resources for adaptations are used in the most effective way, to help people with a disability to maintain their independence and improve their quality of life.
Gender	No	No	
Gender reassignment	No	No	
Age	Yes	No	Older people living in accommodation specifically designated for older people eg. sheltered housing, will be given lifetime tenancies, giving them peace of mind that they will not have to experience the stress of a move. Landlords will be expected to work with older people under-occupying general needs housing or older people's housing with eligibility criteria to identify a mutually acceptable housing alternative.
Sexual orientation	No	No	
Religion or belief	No	No	
Caring responsibilities	No	No	
Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.**

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Reason for the relevance</b>
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	Yes	<p>The policy seeks to meet the needs of people with a disability in housing need by matching properties with adaptations to applicants and making available adapted accommodation which is no longer needed by disabled tenants, allowing them to maintain their independence and improve their quality of life.</p> <p>Granting older people in specified older people’s housing lifetime tenancies will allow them to enjoy their property and the facilities available free from worry about a possible move in the future. Support from landlords for older people under-occupying general needs housing will allow them to consider a move to a more suitable property to better meet their needs</p>
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	No	

**If you answered 'YES' to any of the questions in 3a and 3b**

**Go straight to Question 4**

**If you answered 'NO' to all of the questions in 3a and 3b**

**Go to Question 3c and do not answer questions 4-6**

**3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.**

**4. EQUALITY INFORMATION AND ENGAGEMENT**

**4a.** For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

<b>Details of the equality information or engagement</b>	<b>Internet link if published</b>	<b>Date last updated</b>
<a href="#">Consultation with</a> <ul style="list-style-type: none"> <li>• Council Officers &amp; Members of the Housing Joint Commissioning Partnership 7<sup>th</sup> March 2012</li> <li>• Housing Association Liaison Group – 14<sup>th</sup> March 2012</li> <li>• Elected Members Training – 3<sup>rd</sup> July 2012</li> </ul>		
<a href="#">Stakeholder events held on</a> <ul style="list-style-type: none"> <li>• Elizabethan Suite - 23<sup>rd</sup> July 2012</li> <li>• Longfield Suite, Prestwich – 10<sup>th</sup> August 2012</li> </ul>		
Presentation to Labour Group 10 <sup>th</sup> September 2012.		

**4b.** Are there any information gaps, and if so how do you plan to tackle them?

[Income profile of tenants. This is not currently collected, but a task and finish group will be established to obtain this data and consider its significance in the Borough.](#)

## 5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<p><b>What will the likely overall effect of your policy/service plan be on equality?</b></p>	<p>The overall effect of the policy in terms of equality is neutral with positive effects in terms of disability and age resulting from the better utilisation of adapted properties, the granting of lifetime tenancies to older people in specialist accommodation and the support for under-occupying older people to look for suitable alternative accommodation.</p>
<p><b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b></p>	
<p><b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b></p>	
<p><b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b></p>	<p>Submit policy for approval through political process Oct/Nov 2012          Policy in place for statutory deadline of 13<sup>th</sup> January 2013          On-going monitoring across all registered providers          Policy will be valid for 3 years with an annual review</p>

## 6. MONITORING AND REVIEW

**If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.**

Policy will be monitored on a quarterly basis through the Housing Strategy Programme Board, Housing Operations Board, the Joint Commissioning Partnership and the Housing Association Liaison Group, with an annual review.

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX ([equality@bury.gov.uk](mailto:equality@bury.gov.uk)) FOR PUBLICATION.**