

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, diversity, cohesion and integration. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

Directorate: Environment and Housing	Service area: Housing Policy
Lead person: Kathryn Bramall	Contact number: 224 3496
Date of the equality, diversity, cohesion and integration impact assessment: 15/04/2014	

1. Title: Policy on installing satellite dishes in council homes
Is this a:
<input checked="" type="checkbox"/> Strategy /Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Kathryn Bramall	LCC	Housing Tenure Manager

3. Summary of strategy, policy, service or function that was assessed:
<p>The council recognises that tenants want to enjoy the benefits of digital satellite television. However, the council may refuse permission to install a satellite dish in certain circumstances due to health and safety reasons, for example, where installation would cause damage to the fabric and structure of a building. In addition, planning authorities set out restrictions on the installation of dishes.</p> <p>The policy gives further information about when permission will be given or withheld and action the council will take where a tenant installs a satellite dish without permission.</p>

4. Scope of the equality, diversity, cohesion and integration impact assessment
 (complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

4a. Strategy, policy or plan (please tick the appropriate box below)	
The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input checked="" type="checkbox"/>
Please provide detail:	

4b. Service, function, event please tick the appropriate box below	
The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input type="checkbox"/>
Procuring of a service (by contract or grant)	<input type="checkbox"/>
Please provide detail:	

<p>5. Fact finding – what do we already know Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback. (priority should be given to equality, diversity, cohesion and integration related information)</p> <p>The Tenancy Agreement outlines the tenant’s responsibilities in respect of any alterations to the structure of the building.</p> <p>A series of meeting to consult with operational staff have been held, looking particularly at the impact of satellite dishes installed on high rise blocks.</p>

Are there any gaps in equality and diversity information
Please provide detail:

Action required:

6. Wider involvement – have you involved groups of people who are most likely to be affected or interested

Yes No

Please provide detail: Consultation has been carried with tenants and officers.

Action required: The revised policy will be publicised through tenant newsletters etc and housing staff will be briefed.

7. Who may be affected by this activity?
please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability
<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Race	<input type="checkbox"/> Religion or Belief
<input type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation	
<input type="checkbox"/> Other		

(for example – marriage and civil partnership, pregnancy and maternity, social class, income, unemployment, residential location or family background, education or skills level)

Please specify:

Stakeholders

<input checked="" type="checkbox"/> Services users	<input checked="" type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions
<input checked="" type="checkbox"/> Partners	<input checked="" type="checkbox"/> Members	<input type="checkbox"/> Suppliers
<input type="checkbox"/> Other please specify		

Potential barriers.

Built environment

Location of premises and services

Information and communication

Customer care

Timing

Stereotypes and assumptions

Cost

Consultation and involvement

Specific barriers to the strategy, policy, services or function

Please specify

8. Positive and negative impact

Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers

8a. Positive impact:

The council will normally give permission to install a satellite dish, provided the property type is suitable

The new policy will maintain the structural integrity of buildings and reduce risks of damage to property and people

Action required:

The revised policy will be publicised through tenant newsletters etc and officers will be briefed on how to apply the policy.

8b. Negative impact:

Tenants living in certain property types may be unable to access satellite services. This may have an impact on tenants who wish to receive overseas broadcasts.

Action required:

The revised policy will be publicised through tenant newsletters and officers will be briefed on how the new policy.

The council is investing in communal satellite dish provision in a number of high rise blocks to allow tenants to access digital services without the need for individual dishes.

9. Will this activity promote strong and positive relationships between the groups/communities identified?	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Please provide detail: Enforcing the Tenancy Agreement will ensure a fair and consistent approach is taken across the city.	
Action required: The revised policy will be publicised through tenant newsletters etc and housing staff will be briefed.	

10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Please provide detail:	
Action required: n/a	

11. Could this activity be perceived as benefiting one group at the expense of another? (e.g. where your activity/decision is aimed at adults could it have an impact on children and young people)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Please provide detail:	
Action required: n/a	

12. Equality, diversity, cohesion and integration action plan

(insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)

Action	Timescale	Measure	Lead person
The revised policy will be publicised through tenant newsletters	Spring 2014	Information available for tenants giving feedback from consultation and details of revised policy	Kath Bramall
Housing staff to be briefed on new policy	Spring 2014	Briefing sessions arranged for housing staff dealing with new policy	Kath Bramall

13. Governance, ownership and approval

State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment

Name	Job Title	Date
Kath Bramall	Housing Tenure Manager	15/04/2014

14. Monitoring progress for equality, diversity, cohesion and integration actions (please tick)

As part of Service Planning performance monitoring

As part of Project monitoring

Update report will be agreed and provided to the appropriate board
Please specify which board

Other (please specify) - The impact of the new policy will be monitored through Annual Tenancy Visits and regular audits.

15. Publishing

This Equality, Diversity, Cohesion and Integration impact assessment will act as evidence that due regard to equality and diversity has been given.

If this impact assessment relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** Equality and Diversity, Cohesion and Integration impact assessment's should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date impact assessment completed

15/04/2014

If relates to a Key Decision – **date sent to Corporate Governance**Any other decision – **date sent to Equality Team (equalityteam@leeds.gov.uk)**