

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 & Housing	Service area: Belle Isle TMO
Lead person: Derek Bargh	Contact number: 0113 3782174
Date of the equality, diversity, cohesion and integration impact assessment:	

1. Title: BITMO 2016-2017 RE-ROOFING SCHEME TO 76 NO. PROPERTIES ON THE ABERFIELD ESTATE, BELLE ISLE		
Is this a:		
<input type="checkbox"/> Strategy /Policy	<input checked="" 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
Derek Bargh	Belle Isle TMO	Manager of Service

3. Summary of strategy, policy, service or function that was assessed:
This screening exercise is to consider the impact of the procurement exercise associated with the re-roofing of 54no. properties with regards to equality, diversity, cohesion and integration. Although the procurement function will not directly involve input from the residents of Belle Isle direct, consultation has taken place with the Full Board to understand how the work stream related to this exercise will impact on residents. Primarily it will ensure that tenants who live in property with elements of an older construction are not disadvantaged by the proposals which form part of a longer term plan to ensure all properties managed by BITMO are maintained in an equitable manner for all residents.

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)
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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 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 checked="" type="checkbox"/>
Please provide detail: Procurement of Re-roofing of 54no. Dwellings	

<p>5. Fact finding – what do we already know</p> <p>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.</p> <p>(priority should be given to equality, diversity, cohesion and integration related information)</p> <p>Minutes form Belle Isle Tenant Management Full Board Meeting approving Capital Investment Programme.</p> <p>Leeds City Council Asset Management Database</p> <p>Survey of post 50 year old roof coverings managed by BITMO</p>
<p>Are there any gaps in equality and diversity information</p> <p>Please provide detail:</p> <p>Selection criteria for properties included in scheme relate to age and condition of roof covering only.</p>
<p>Action required:</p> <p>None</p>

<p>6. Wider involvement – have you involved groups of people who are most likely to be affected or interested</p>
<p> <input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>Please provide detail:</p> <p>Proposal approved by Belle Isle Tenant Management Board</p>
<p>Action required:</p> <p>None</p>

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☐**Age**☐**Carers**☒**Disability**☐**Gender reassignment**☐**Race**☐**Religion
or Belief**☐**Sex (male or female)**☐**Sexual orientation**☒**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: Scaffold to works to be undertaken to properties may effect access but will be addressed through pre-start tenant liaison at each dwelling. Daytime construction noise may effect those who work night shifts but will be addressed through pre-start tenant liaison at each dwelling.

Stakeholders☒**Services users**☐**Employees**☐**Trade Unions**☐**Partners**☐**Members**☐**Suppliers**☐**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

Potential communication barriers for residents who have English as a second language. While use LCC language line services.

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:

Work will improve decency of property

Action required:

None

8b. Negative impact:

Work could cause some disturbance to residents and neighbours during installation process

Action required:

Tenant liaison

9. Will this activity promote strong and positive relationships between the groups/communities identified?

☐

Yes

☒

No

Please provide detail:

Construction process will cause a degree of temporary disturbance

Action required: Tenant and resident liaison
10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)
<div style="display: flex; justify-content: space-around; align-items: flex-start; margin-bottom: 20px;"> <div style="text-align: center;"> <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/> Yes </div> <div style="text-align: center;"> <input checked="" style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/> No </div> </div> <p>Please provide detail:</p>
Action required: None

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)
<div style="display: flex; justify-content: space-around; align-items: flex-start; margin-bottom: 20px;"> <div style="text-align: center;"> <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/> Yes </div> <div style="text-align: center;"> <input checked="" style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/> No </div> </div> <p>Please provide detail:</p>
Action required: None

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
Impact Assessment	Complete	Written into Preliminaries	D G Bargh
Tenant Liaison	July 2016 – December 2016	Customer Satisfaction Survey	D Longley

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
D G Bargh	Head of Property Maintenance & Investment	24th May 2016

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)

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	24th May 2016
If relates to a Key Decision – date sent to Corporate Governance	24th May 2016
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	