

Equality, Diversity, Cohesion and Integration Impact Assessment



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: Resources & Housing	Service area: Property & Contracts
Lead person: Louise Almond	Contact number: 0113 3781347
Date of the equality, diversity, cohesion and integration impact assessment: Thursday 19 th April 2018	

1. Title: Appletons and Saville Green improvement works

Is this a:

Strategy /Policy
 Service / Function
 Other

If other, please specify: Capital planned works to improve four high rise blocks and their surrounding area.

2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Louise Almond	Leeds City Council	Project Manager
Joanne Taylor	Leeds City Council	Housing Manager
Simon Swift	Leeds City Council	Housing Manager
Kam Saimbhi	Leeds City Council	Projects/Procurement Support

3. Summary of strategy, policy, service or function that was assessed:

This scheme will undertake improvements to four high rise blocks in the Burmantofts area of Leeds which include; Appletons Square, Appletons Close, Appletons Court and Saville Green to make the blocks safer and better for residents, particularly families with children.

This is a planned works pilot investment scheme of high rise blocks where there are higher proportions of children resident, in line with the councils High Rise Strategy that was approved by Executive Board in October 2016.

The four blocks of flats are of the ten storey Wimpey linear design, and comprise of about 240 dwellings.

The total cost of the works to be delivered, including fees, is estimated as £4.6m

The scheme will involve undertaking improvements to four high rise blocks in the east of the city, linked to recommendations from the city's High Rise Strategy identifying certain measures to improve blocks that house high numbers of children and families, and responding to site specific requirements and need for related repair and maintenance works.

Works on the blocks include:

- Enclosed private balconies. Following the options appraisal these will be fully enclosed, but still ventilated outdoor spaces. All of the 3 private balconies shall be enclosed in the same manner. This will include replacement of corroded balcony downpipes.
- External and internal communal painting and decorating
- Replacement of stairwell curtain walling
- Concrete and render repairs (as needed prior to balcony and painting works)
- Measures to prevent climbing between the ground floor and first floor communal walkway
- Refurbishment of 4 ground floor communal rooms
- Creation of secure storage facilities in each block from the first floor and above for the 3 bed flats (excepting 1 block that will have additional storage starting from the second floor).

Identifying works on resident flats in void or during planned replacements of kitchens & bathrooms:

- Creation of new layout designs to improve amenity

Works externally:

- Accessibility improvements (including route to local park)
- Recreation improvements (play facilities / landscaping etc.)
- Re-siting of the recycling hubs
- Investment into facilities at the local park (funding only)
- Garage refurbishment (as needed)

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 checked="" 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: Please refer to no. 3	
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: Please refer to no. 3	

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)*

The four high rise blocks comprise of about 240 dwellings in total. Details, including current letting arrangements are set out in the table below. It should be noted that the 1+ flats were historically let as 2 bedroom flats, and from local consultation activity it appears that many flats are let by families (with children).

	Per block	Total	Current household type property let to
1 bed flats	22	88	Single people / couples
"1+" bed flats (with a 'study' off the living room)	18	72	Single people / couples, and advertised as suitable for a person with contact to children as it has a study off the living room, which may accommodate a bed for weekend use.
3 bed flats	20	80	Families
Store rooms (unused space with electrical and other services access)	9	36	n/a. One on each floor except for ground floor.
Community rooms (ground floor only – usually with kitchenette)	1	4	n/a. Currently one is an office area, one is managed by the Tenant and Resident Association (TARA), one is used by cleaners for cleaning equipment and materials storage etc., and one is empty.

All flats specified in the above table are let for general needs. LCC are aware that families are currently living at height in the 3 bed flats, including children living in the 1+ bed flats, residents with access to children are also residing in these property types. The enclosure of private balconies will be applied to all flats in the blocks. Resident consultation has taken place and there is support from residents for the scope of work to be carried out.

The CCTV and enhanced security works will benefit all residents, ensuring they feel safer in their homes; installing and enabling secure access to and from the building. The improved door entry will include a video link handset which will add extra safety as the handset will allow residents to view who is requesting access to their flat before letting them in. Further consultation on the designs for balcony enclosures/planning of CCTV installation and door entry systems are due to be scheduled.

From on-site visits, local priorities and responsive repairs issues, the following were highlighted:

1. The recycling hub for each block needs to be moved due to fire safety reasons, and to promote better use by residents.
2. Access improvements to paths and walkways are required to enable common routes to the park to be used by those with pushchairs and wheelchair users.
3. Replacement of stairwell curtain walling due to wear and tear; the new stairwell will provide additional safety to all residents accessing the blocks.
4. The number of families with children in both 3 and 1 bed flats will increase once the new layouts have been completed. This will help to encourage and establish community cohesion within the local area, as new and existing families will have the opportunity to integrate with each other.
5. Enhanced security features, secure parking and new communal services within the blocks will help to build sustainable communities.

6. The new drop in centre will help to build positive relationships whilst improving communication between residents and local services/groups. Residents will be offered support from LCC officers as appropriate to local and accessible outreach services.
7. The drop in centre opening times will be reviewed and implemented accordingly to ensure that the needs of tenants are being met as appropriate i.e. adjusting times in order to offer a range of services to tenants.

Are there any gaps in equality and diversity information

Please provide detail: NA

Action required: NA

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

Yes

No

Please provide details and action required:

1. Leaseholders and Tenants of the four blocks will most likely be affected and interested in the scope of works due to be implemented. (Please see action required for further info).

Action required: A communications plan has been drafted. The plan includes various consultation methods which will be used to engage with local residents to ensure that they are kept informed as the project progresses. An on-site consultation day also took place in October 2017 which included a day and evening of onsite consultation in October 2017 attended by two of the three local councillors.

2. Leaseholders receive recharges and/or increased service charges from the project works being undertaken in the pilot blocks or new services introduced, which they may not be able to afford. This may result in reputational risk and loss of income.

Action required: Issues are being recorded in the project issues log to ensure the views of leaseholders are being captured, these have also been recorded in the project risk register and communications plan in order to be managed quickly and effectively.

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 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 checked="" type="checkbox"/> Other | | |

(Other can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)

Please specify: Please see section 5

Stakeholders

- | | | |
|--|---|---------------------------------------|
| <input checked="" type="checkbox"/> Services users | <input type="checkbox"/> Employees | <input type="checkbox"/> Trade Unions |
| <input type="checkbox"/> Partners | <input checked="" type="checkbox"/> Members | <input type="checkbox"/> Suppliers |
| <input checked="" type="checkbox"/> Other please specify: NPS, Parks and Countryside | | |

Potential barriers.

- | | |
|--|--|
| <input type="checkbox"/> Built environment | <input type="checkbox"/> Location of premises and services |
| <input checked="" type="checkbox"/> Information and communication | <input checked="" type="checkbox"/> Customer care |
| <input type="checkbox"/> Timing | <input type="checkbox"/> Stereotypes and assumptions |
| <input type="checkbox"/> Cost | <input checked="" type="checkbox"/> Consultation and involvement |
| <input type="checkbox"/> Financial exclusion | <input type="checkbox"/> Employment and training |
| <input type="checkbox"/> specific barriers to the strategy, policy, services or function | |

Please specify: Please refer to section 5 and 6 for further information

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 [October 2016 Executive Board Report](#) on high rise strategy recommended and approved the implementation of a family friendly management model including investment works in selected blocks and tailoring of the housing management approach to meet the needs of families. It also approved piloting the work in the Burmantofts and Richmond Hill ward with four high rise blocks – the Appletons (Square, Close and Court) and Saville Green, and noted those elements where investment would be targeted, including:

- a) Enclosing private balconies;
- b) Lockable restrictors on all windows;
- c) Enhanced security measures (controlled access, enhanced CCTV, secure doors);
- d) Affordable heating;
- e) Communal play facilities

The benefits below take into consideration the improvements which will result from completing the deliverables (perceived as positive by stakeholders), the benefits also justify the investment for this strategy.

Key benefits include:

- Residents have safer balconies
- Flats are more attractive to families
- Residents (families of the 3 bed flats) have increased storage space
- Residents benefit from improved design/layout of kitchens and bathrooms when these are replaced
- Resident access to multi story blocks is improved via external paths and routes
- Refurbishment of communal rooms enables one to be brought back into regular use by the council and residents for drop in services
- Improved appearance of the four high rise blocks
- Improved tenancy sustainment
- External recreation facilities are improved in line with residents' needs
- Employment and training opportunities are provided by the contractor

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

Yes

No

Please provide detail: Please refer to section 5, 6 and 8 for further information.

10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)

Yes

No

Please provide detail: Please refer to section 5, 6 and 8 for further information.

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)

Yes

No

Please provide detail: Please refer to section 5 and 8 for further information.

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
<p><u>Mock design (flat):</u> LCC to liaise with NPS who will be designing a 'mock' flat for tenants to visualise what the finished design/layout will look like once completed. Consultation will take place with TARAs and ward members to ensure their views are taken into consideration. It has also been agreed (at the High Rise Steering Group) that tenants will be involved in colour choices for the new designs in all 4 blocks.</p>	May – Jun 2018	Consultation feedback from local residents and ward members.	Louise Almond
<p><u>Notice of intent - leaseholder consultation:</u> Leaseholders are advised and consulted on the scope of works due to be carried out by the contractor in order to complete works on all four blocks. A notice of intent letter will be sent out to all leaseholders that will be affected by the scheme.</p>	Feb – Jun 2018	<p>Notice of intent letters are distributed to leaseholders to ensure that they are kept updated on project progress.</p> <p>Leaseholders will have the opportunity to raise any concerns/provide feedback during the consultation period (deadline for leaseholders to provide feedback is the 10th May 2018)</p>	Louise Almond
<p><u>Governance:</u> Local Councillors (including new Councillors following May elections) are advised and updated on the project/scope of work, including how the scheme will impact positively on local residents.</p>	Jan - May 2018	A briefing note will be drafted and submitted to new councillors, they will have the opportunity to raise any queries/concerns with LCC (lead officers).	Louise Almond Jon Andrews
<p><u>Housing Officers to liaise/consult with local residents;</u> Housing Officers will be available to liaise with local residents (via telephone/email/meetings) on queries they may have in regards to the improvement works to be completed.</p>	Ongoing	Feedback received from residents will considered as part of ongoing consultation on the scheme. Julie will be carrying out annual tenancy visits with local residents as part of the consultation plan	Julie Holmes

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
Louise Almond	Project Manager	02/05/2018
Jon Andrews	Planned Works Manager	02/05/2018
Date impact assessment completed		03/05/2018

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

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality impact assessment should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality impact assessments that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached assessment was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent: 8 May 2018
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: