

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 and Housing	Service area: Housing, Strategy & Investment
Lead person: Neil Diamond	Contact number 0113 378 3999
Date of the equality, diversity, cohesion and integration impact assessment: 9 th April 2020	

1. **Title:** High Rise - Heating & Hot Water Pilot (Ground Source Heat Pumps)

Is this a:

Strategy /Policy

 Service / Function

 Other

If other, please specify

Pilot scheme to remove the existing aging electrical heating/hot water systems in two high rise housing blocks, replacing it with a more sustainable heating /hot water system via ground source heat pumps (GSHP). The works are planned to be designed and undertaken by an external contractor.

2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Neil Diamond	Leeds Housing, LCC	Investment and Strategy Manager
Helen Gibson	Leeds Housing, LCC	Project Manager
Paul Rounding	Leeds Housing, LCC	Planned Works Team Leader
Leonie Ashby	Leeds Housing, LCC	Snr Project Officer

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

This assessment is for a planned works pilot scheme, involving changes to the existing heating and hot water system within two high rise blocks, The Heights East and the Heights West, in Wortley, Leeds.

Works involve:

Outside of blocks:

- Contractor cabin office and welfare facilities
- Array of bore holes to external area of blocks with distribution pipework to each block.
- Lateral and vertical pipe works to external of each flat with in the communal areas

Inside Flats:

- Existing storage heaters and hot water cylinder removed
- New shoebox installed within meter cupboard
- New thermostat and programmer installed inside each flat
- New wet system radiators and pipework in each room.

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 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)	
Procuring of a service (by contract or grant)	<div style="border: 1px solid black; width: 30px; height: 30px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">x</div>
<p>Please provide detail:</p> <p>This is not a strategy or policy decision, but it will provide the required decision to procure the design and delivery of the works, including site preparation, removal of existing electric space storage & hot water systems, and the installation of a GSHP system (boreholes outside and changeover works in the flats) for two council housing high rise blocks – The Heights East & West.</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)

Residents of the blocks – (characteristics etc. and equality monitoring)

Age: Average % resident age is 60 Years old.

Sex: Male 67.74% Female 32.26%

Living: Alone: with a partner:

Origin: British Other

Communication: English Speaking none speaking 0.81%

Health: Registered Disabled
Mental health issues 4 people (classed vulnerable)

Occupancy: 80% estimate residents occupy flats in daytime.

Flats Qty: 30 x1 bed and 30x2 bed in each block, 60 flats per block, (120 x flats in total).

Satisfaction with heating – STAR survey
We aim to improve customer satisfaction of our residents with the properties they live in. In particular we want to improve customer satisfaction with more efficient heating in our high rise homes. This is an area highlighted for improvement in the most recent star surveys of 2018. The next comparable survey is due in Winter 2020.

Energy efficiency of blocks – by using a more sustainable type of heating system the average energy performance certificate of flats is estimated to increase by 2 bands.
Information - Stakeholder and resident consultations will be planned for and carried out to make sure that all residents and stakeholder concerns are addressed and supported through our dedicated housing liaison officers, a resident surgery & “show flat”.

Considerations

- All residents from the two blocks, and three ward members have been consulted and made aware of the intent to replace the heating systems in summer 2020. The Executive Member for Communities is in support of the planned works.
- Internally, Housing Leeds, Property and Contracts and Housing Management have been working closely together, in relation to the planned works.
- The site clearance and installation work will have a minimal impact on the surrounding area as most works and vehicles will be within a compound on the existing high rise block footprint. A small number of residents adjacent to the site may see more vehicle traffic in the daytime.
- Investment in the sustainable heating and its installation stages e.g. i) ground piling work, ii) existing heating removals & new installation of GSHP will have an impact on some EDCI characteristics.

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

No gaps have been identified.

Action required:

Allow for increased support to any vulnerable residents.
In light of the current Corona Virus, all communication shall be considered together with the Government guidance and recommendations.

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

Yes

No

Please provide detail:

Residents from the two Heights blocks received a letter in October and December 2019, (and planned spring 2020) to inform them of the developments of the pilot along with an open invitation to contact the dedicated support contacts made available.

An information/consultation event is planned for residents to inform them of the developments of the planned activities on site and to answer any initial questions in respect of the works. However, in light of the current coronavirus, health and safety will be put first to ensure all communications with residents are in line with Government recommendations to minimise risk to everyone.

Ward councillors - three local ward councillors have been closely engaged in the intended plans and have been consulted about these decisions and are supportive of the proposals.

Housing Management have also been closely engaged, and the Executive Member for

Communities (Cllr Coupar) who are all supporting of the intended planned works.

Senior Housing Management – Property and Contracts SMT has also been fully engaged with the plans over the last few months and are also supportive of the proposals.

Action required:

A communication plan has been developed to ensure regular and effective communications with local residents and other key stakeholders on the decision making and planned works approach.

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

(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:

Age:

The block has an average age of 60 years and we do not deem any other equality characteristics to be affected.

Carers:

Residents who rely or need Carers and who also may be affected by disabilities will need to be considered for when the flat installation is to be undertaken and also in regard of communication.

Disability: Residents who require more assistance will need to be considered for when the flat installation is to be undertaken and also in regard of communication.

Race:

All residents will be informed and communicated in a supportive way. Any residents requiring more support in relation to language and communication for example is to be considered.

Sex:

All residents will be considered for any specific support through planned communications either by letter, phone and or in person.

Other:

During the Site works stages, there will be a potential for disruption in the local area e.g. congestion, noise, visual amenity. However, once completed, this will culminate in a positive outcome.

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 checked="" type="checkbox"/> Suppliers |
| <input type="checkbox"/> Other please specify | | |

All stakeholders highlighted will be liaised with as per our communication plan.

Potential barriers.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Built environment | <input checked="" type="checkbox"/> Location of premises and services |
| <input type="checkbox"/> Information and communication | <input checked="" type="checkbox"/> Customer care |
| <input checked="" 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

- Tenants, leaseholders and stakeholders have been updated on a regular basis.

Effective communication continues to be an essential component of this project.

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:

- Heating resident's homes and improving the heating efficiencies will help reduce fuel poverty for residents, improve their wellbeing and comfort.
- The works will also provide more controllable heating for residents.
- Reduce the maintenance servicing and repairs on equipment.
- Consultation and involvement has been selected as, following the decision of this report the procurement process will commence and the appropriate communications with stakeholders.

Action required:

- **Location of premises and services** - entrance is in close proximity to other privately owned homes and main road, public rights of way. Ensure access and egress is maintained.
- **Information and communication** - has been selected to ensure an effective Communications plan is established and executed with key stakeholders on the recommended approach and site works.
- **Communication with residents** – in plain English, including a show flat.
- **Sequencing of works** - arrangement of visits to be considered and to lessen any potential for disruption.
- **Contractor** liaising with residents about needs / requirements.
- **During build** access disruption – any problems mitigated with good resident liaison by contractor and support from Leeds Housing.
- **Customer Care** has been selected as support will be needed and provided for any potential impact to the residents within the Blocks and or the local housing adjacent to the site is to be considered.
- **Training** for residents on how to use the system
- **Resident feedback** on the new heating system (20 flats) are being used to input into a study on their heating performance, cost, ease of use and overall comfort.
- **A review** of the positive comparisons from the existing electric heating against the GSHP will be completed with Leeds Beckett University Sustainability's Institute in summer 2021.

8b. Negative impact:

- Residents of The Heights East and The Heights West site may become unsettled when the flats experience their heating system removal and new installation works that could last 2 days.
- Trespassers may be attracted to the site during works.
- The local main road and adjacent entrance roads may experience heavier traffic or parked vehicles more than normal at intermittent times.
- Drilling bore holes into the ground of the Heights site may cause concern for people who are worried about subsidence and or visual impact of drilling rig etc.
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- A public right of way near to the site may have to be deviated to a safer route temporarily.
- Resident and community safety to be considered whilst planned works are in progress.

Action required:

A range of considerations will be taken into account when planning any planned works, so that these are taken forward safely and appropriately. These include:

- We will make sure that the contractor communicates at all stages and maintains transparency on delivering a safe standard of work.
- The range of services and utilities on the site are sufficient.

In addition

- The council will work closely with partners including the police and fire service to ensure that community safety is maintained as needed.
- Engagement with council Highways & Transportation, and Public Rights of Way will be established and if, necessary, the appropriate application/regulation order will be arranged if deemed necessary.
- Construction phase plan - a Health and Safety plan will be implemented to ensure residents and those adjacent to the Heights blocks are safe during planned works.

the council will ensure:

- Pre-construction phase information- a Health and Safety plan will be implemented to ensure residents and those adjacent to the Heights blocks, the community, are safe during planned works.
- Activities will be planned to ensure the blocks and site area is secure, e.g. hoardings around the site area.
- The required site and work notices will be published locally to inform members of the public as necessary.
- Increased support to the residents affected by the works at both Heights sites.
- Contractor staff will be encouraged to undertake equality and diversity training to ensure all aspects of equality and diversity are understood and implemented positively throughout the implementation – in line with our common practice.

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:	
In the long term, investment in new more sustainable and efficient heating systems could serve all equality characteristics.	
Action required:	
None.	

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:	
We will explore with the contractor any potential for liaison with local schools about the project.	

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:	
The project will provide positivity to the residents and local area knowing it is being invested in by the Council in order to become more sustainable, have a lower carbon impact, reduce residents energy costs and act as a precedent for other council housing to	

follow.

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
<p>Communications As part of the project, a Communication plan has been developed to ensure regular and effective communications with:</p> <ul style="list-style-type: none">• Residents at the Heights East & West.• Other key stakeholders and ward Councillors• Appropriate public notifications of the Rights of Way/ Road access and closures, if necessary.	<p>The Communications plan is a live document and is being used and updated through the course of the project and will determine the communications going forward.</p>	<p>Timely and consistency of messages being released.</p>	<p>Paul Rounding</p>

Action	Timescale	Measure	Lead person
<p>Stakeholders affected by this activity As part of the planning for the planned works, health, safety and security will be considered for the residents and the planned works Contractors:</p> <ul style="list-style-type: none"> • Each property will be securely sealed as necessary during installation works. • LCC will work closely with partners to ensure that community safety is maintained. • Increased support will be provided to the local residents: <ul style="list-style-type: none"> • A Health and Safety plan will be implemented to ensure residents and the community are safe during planned works. • Activities will be planned to ensure the flats and site area is secure, e.g. hoardings around the site area. 		<p>Any concerns that arise will be dealt with in a professional and appropriate manner, in line with the contractor's equality and diversity policy.</p>	<p>Paul Rounding</p>

Action	Timescale	Measure	Lead person
<ul style="list-style-type: none"> Contractor staff will be encouraged to undertake training to ensure all aspects of equality and diversity are understood and implemented. 			
<p>Notifications</p> <ul style="list-style-type: none"> The required Resident & site notices. 	<p>The appropriate building notices will be drafted by the Building Contractor once the site is handed over to the Building Contractor.</p>	<p>Building Contractor's responsibility with support from Leeds Housing.</p>	<p>Building Contractor</p>
<p>Impact to surrounding public areas</p> <ul style="list-style-type: none"> Engagement with LCC Highways & Transportation, LCC Public Rights of Way will be established to review the access for construction traffic to and from the site and if necessary. 	<p>Activity in plan to engage with the relevant partners and to submit and publish appropriate applications/notices, if necessary.</p>	<p>The appropriate application/regulation orders will be released in the public domain.</p>	<p>Building Contractor</p>

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
Neil Diamond	Investment Strategy Manager	9 th April 2020
Date impact assessment completed		

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: 20 April 2020
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: