

## Equality, Diversity, Cohesion and Integration (EDCI) 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

<b>Directorate:</b> Communities Housing and Environments	<b>Service area:</b> Housing
<b>Lead person:</b> Michael Field	<b>Contact number:</b> 07891 275573
<b>Date of the equality, diversity, cohesion and integration impact assessment:</b> 07/09/2023	

<b>1. Title: HNES Heat Interface Unit Replacement Scheme – Phase 2</b>
Is this a:
<input type="checkbox"/> <b>Strategy / Policy</b> <input type="checkbox"/> <b>Service / Function</b> <input checked="" type="checkbox"/> <b>Other</b>
<p><b>If other, please specify</b></p> <p>Leeds City Council has been awarded over £2.2 million to improve the efficiency of heat networks serving 837 residents across the borough. Using the recommendations from their HNES Demonstrator funded optimisation studies, this phase will see 297 residents living in three blocks located in the Ebor Gardens area, namely Brignall Croft, Gargrave Court and Scargill Grange. We will use HNES capital funding from the first round to improve their heat networks' efficiency. This will be achieved through improving insulation levels, reducing heat losses and leakages and for additional improvements. The works will involve replacing Heat Interface Units which have reached the end of their lifecycle with more efficient units. The £2.2 million also included funds which were used to contribute to Phase 1 works to replace HIUs at Saxton Gardens and Cottingleys. This was procured as a separate contract.</p>

### 2. Members of the assessment team:

Name	Organisation	Role on assessment team For example, service user, manager of service, specialist
Michael Field	Housing Leeds	Capital Programme Manager
Richard Stokes	Housing Leeds	Capital Programme Project Manager

Louise Haley	Housing Leeds	Senior Technical Officer
Charlotte Kitching	Housing Leeds	Procurement Officer

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

This project is for the replacement of existing Heat Interface Units

Works involve:  
External works:

- Contractor cabin and welfare facilities.

Internal works:

- Existing Single Plate Heat Interface Units (HIUs) removed.
- Install twin plate HIU for heat & instantaneous hot water.
- Remove the HWS tank, electrical connection to immersion heater and controls.
- Upgrade residential meters infrastructure to provide extended meter data.

This scheme will benefit residents by improving and maintaining the quality of council homes as well as reducing fuel poverty through heating bill reductions with a more efficient Heat Interface Unit.

**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	<input type="checkbox"/>

(including service provision or employment or a specific section of the service)	
Procuring of a service (by contract or grant)	<input checked="" type="checkbox"/>
<p><b>Please provide detail:</b>  The HNES Heat Interface Unit Replacement Scheme has been scoped to meet the aspirations set out in the Best Council Plan but in particular, the objectives of:</p> <ul style="list-style-type: none"> <li>• Supporting communities and tackling poverty;</li> <li>• Promoting sustainable and inclusive economic growth;</li> <li>• Supporting the outcome of everyone living in good quality, safe, affordable homes.</li> </ul> <p>The planned work is also aligned to meet the Best Council Plan ambitions of:</p> <ul style="list-style-type: none"> <li>• Improving energy performance in homes and maintaining housing quality and standards.</li> </ul> <p>This is not a strategy or policy decision, but will provide the required decision to procure the design and delivery of the works, including site preparation, removal of existing electric space storage and hot water systems and the installation of GSHP system for the four council housing high rise blocks.</p>	

<p><b>5. Fact finding – what do we already know</b>  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>							
<b>Address</b>	<b>Total properties</b>	<b>Tenant</b>	<b>Leased</b>	<b>Male</b>	<b>Female</b>	<b>Average age</b>	<b>Sheltered</b>
Brignall Croft	97	86	11	76.47%	23.53%	50	No
Gargrave Court	97	89	4	70.11%	58.54%	49	No
Scargill Grange	97	84	9	66.27%	33.73%	49	No
<b>Ethnicity</b>							
<b>Block – Brignall Croft</b>	<b>Number</b>						
Arab	1						
Asian or Asian British	0						
Black or Black British	18						
Mixed / Multiple ethnic	3						
White - British	35						
Any other background	12						
I prefer not to say	8						

No Data	9
<b>Grand Total</b>	<b>86</b>

<b>Block – Gargrave Court</b>	<b>Number</b>
Arab	0
Asian or Asian British	0
Black or Black British	21
Mixed / Multiple ethnic	4
White - British	37
Any other background	9
I prefer not to say	6
No Data	10
<b>Grand Total</b>	<b>87</b>

<b>Block – Scargill Grange</b>	<b>Number</b>
Arab	0
Asian or Asian British	1
Black or Black British	32
Mixed / Multiple ethnic	0
White - British	25
Any other background	6
I prefer not to say	5
No Data	6
<b>Grand Total</b>	<b>75</b>

#### Resident Satisfaction Survey – STAR

We aim to continually improve our resident's satisfaction with their council property. Our performance is measured annually via the STAR survey. Improving resident satisfaction is a continual focus.

#### **Are there any gaps in equality and diversity information**

**Please provide detail:**

No gaps have been identified.

**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:**

Residents from the blocks at Ebor Gardens are to receive a letter notifying them of the planned works. The contact details of the Technical Officer allocated to the scheme will be provided to residents so they can make contact to discuss any queries or concerns.

All information to residents will be shared in line with current COVID-19 government guidelines to minimise risk to everyone.

Cross-council engagement has taken place to gather insight, perspective and feedback on the planned works with Ward Members briefed in March 2023, alongside further consultation and engagement planned by September 2023. Senior Management will be briefed through the project governance and approvals processes, with further consultations planned throughout the project's delivery.

Housing Management have also been closely engaged and the Executive Member for Environment and Housing are all supportive of the planned works and the intended benefits.

**Action required:**

A communication plan has been developed to ensure regular and effective internal and external communications with all project stakeholders.

Risk and issue logs are being maintained and reviewed regularly to monitor the impact of project related risks, such as COVID-19; mitigation is also agreed at project team meetings.

**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:**

**Carers:** Residents who rely on or need carers will need to be considered when the flat installation is to be undertaken and in regard to communication. Disruption to carer services throughout the planned works will be avoided as much as possible.

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

**Race:** All residents will be informed and communicated with regarding the planned works. Any residents requiring more support in relation to language and communication barriers will be supported on an individual basis.

### 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      |   |   |

### 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 and stakeholders have been updated on a regular basis, effective communication will continue throughout the works.

## 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
<b>8a. Positive impact:</b>
<p>The works will seek to provide greater housing standards and quality to the affected blocks, affecting residents and the leaseholders across all equality characteristics. In addition, other specific positive project impacts are detailed below:</p> <ul style="list-style-type: none"> <li>• Heating resident's homes and improving the heating efficiencies will help reduce fuel poverty for residents and improve their wellbeing and comfort.</li> <li>• The works will provide more controllable heating for residents.</li> <li>• Reduce the maintenance servicing and repairs on equipment.</li> <li>• Average energy bills will be reduced for each home.</li> </ul>
<b>Action required:</b>
<ul style="list-style-type: none"> <li>• A communications plan is to be developed on the recommended approach for site works.</li> <li>• Ensure access and egress is maintained.</li> <li>• Contractor to liaise with residents and respond to their needs and requirements.</li> <li>• Residents to receive training on the new system.</li> <li>• Sequencing of works to be planned to lower risk of disruption to residents</li> </ul>

<b>8b. Negative impact:</b>
<ul style="list-style-type: none"> <li>• Residents of of the affected blocks may become unsettled by having contractors carrying out works in their homes.</li> <li>• The local main roads and site entrances will experience greater traffic and greater amounts of parked construction vehicles; causing difficulty with parking spaces.</li> <li>• Public rights of way near to the sites may have to be temporarily deviated to a safer route.</li> <li>• Installation works on site may cause unacceptable levels of noise pollution, dust and debris, a temporary reduction of green space could result in residents' complaints.</li> </ul>
<b>Action required:</b>
<p>A range of considerations will be taken into account by the construction contractor when carrying out these planned works, so that these works are taken forward appropriately and safely. These include;</p> <ul style="list-style-type: none"> <li>• Carrying out due diligence prior to commencement of any planned works to minimise resident disruption and maintain safety standards.</li> <li>• Establishing and maintaining a communications strategy which meets the needs of the council and the residents.</li> <li>• Operating with openness and transparency in their methods for maintaining safe standards of work.</li> </ul> <p>In addition, Leeds City Council will:</p>

- Work with partners including West Yorkshire Police and West Yorkshire Fire Service to ensure that community safety and security is maintained.
- Engagement with the Highways & Transportation team, to oversee the establishment of onsite traffic flow management systems which allow sustained access to the site to all vehicles and permit sufficient parking.
- Explore whether public rights of way need to be temporarily diverted. If deemed necessary, the appropriate application/regulation order will be arranged.
- Ensure a construction phase plan and health and safety plan are implemented, to ensure that safety standards are maintained for residents.
- Offer increased support to the residents affected by the works.

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

Yes  No

**Please provide detail:**

In the long term, investment in sustainable and efficient heating systems could serve all equality characteristics.

**Action required:**

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

Yes  No

**Please provide detail:**

**Action required:**

**11. Could this activity be perceived as benefiting one group at the expense of another? (for example where your activity or decision is aimed at adults could it have an impact on children and young people)**

Yes  No



**Please provide detail:**

**Action required:**

## 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><b>Communications</b></p> <p>As part of this project a Communication Plan will be developed and maintained to ensure regular and effective communications with:</p> <ul style="list-style-type: none"> <li>• Residents at Cottingley Heights, Cottingley Towers and Saxton Gardens.</li> <li>• Other key stakeholders and ward councillors.</li> <li>• Appropriate public notifications of the Rights of Way / Road Access and Closure, if necessary.</li> </ul>	<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>	<ul style="list-style-type: none"> <li>• Adherence to the planned communication outputs within the Communications Plan.</li> </ul> <p>Timely and consistent messages released.</p>	<p>Michael Field</p>
<p><b>Stakeholders</b></p> <p>As part of the planning for the planned works, health, safety and security will be considered for the residents and the contractors:</p> <ul style="list-style-type: none"> <li>• Working closely with partners to ensure that community safety is maintained.</li> <li>• Increased support will be provided to residents (Health and Safety plan).</li> <li>• Contractor staff will be encouraged to undertake training to ensure all aspects of equality and diversity are understood and implemented.</li> </ul>		<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>Michael Field</p>

<b>Action</b>	<b>Timescale</b>	<b>Measure</b>	<b>Lead person</b>
<p><b>Notifications</b></p> <p>The required resident and site notices will be in place.</p>	<p>The appropriate building notices will be drafted by the construction contractor or Housing prior to works commencement.</p>	<p>Building contractor's responsibility with support from Leeds Housing.</p>	<p>Building Contractor / Housing</p>
<p><b>Impact to surrounding public areas</b></p> <p>The Highways &amp; Transportation team will work with the construction contractor to oversee the establishment of onsite traffic flow management systems which allow sustained access to the site for all vehicles and permit sufficient parking, for carers / emergency vehicles and residents.</p>	<p>The appropriate system will be designed prior to works commencement and implemented during the planned works as needed.</p>	<p>The appropriate application/regulation orders will be released in the public domain.</p>	<p>Building Contractor / Housing</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
Michael Field	Capital Programme Manager	April 2024
<b>Date impact assessment completed</b>		<b>April 2024</b>

**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](mailto: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 <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: