



# Equality Impact Assessment Template (April 2011)

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy or plan by anticipating the consequences, and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

<b>1. IDENTIFICATION OF FUNCTION, POLICY OR PLAN</b>	
<b>Name of function/policy/plan to be assessed</b>	Lettings Policy
Service/service area responsible	Housing Services
Name of person carrying out the assessment and contact details	Frances Troup Ext 2177 E-mail <a href="mailto:frances.troup@orkney.gov.uk">frances.troup@orkney.gov.uk</a>
Date of assessment	9 May 2011
Is the function/policy/plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly)	Existing – revised

<b>2. INITIAL SCREENING</b>	
What are the intended outcomes of the function/policy/plan?	To ensure Council properties are allocated on the basis of housing need.
State <b>who</b> is, or may be affected by this function/policy/plan, and <b>how</b>	People applying for Council housing. People are affected in relation to how their housing need would be assessed and whether they would qualify for a priority pass and ultimately a Council property. Related to this is to what extent there is likely to be availability of a suitable property in an area of their choice.
How have stakeholders been involved in the development of this function/policy/plan?	Orkney Health and Care involved in relation to provisions in respect of extra care housing.  Orkney Housing Association Ltd have been involved throughout the policy's original development and subsequent reviews.  Housing staff involved to draw on issues arising over recent months.  Consultations on Local Housing Strategy development

	<p>and a range of related strategies have linked to this issue quite closely. This included other Council Services including Education and Recreation, Planning and Corporate Policy and other agencies including Orkney Health and Care, Orkney Housing Association Ltd, Sacro, Orkney CAB, Advocacy Orkney and Relationships Scotland.</p> <p>The quality of our accommodation is assessed through our internal procedures and is also part of the New Tenants' questionnaire and Exiting Tenants' Questionnaire.</p>
<p>Is there any existing data and/or research relating to equalities issues in this policy area? Please summarise.</p> <p>e.g. consultations, national surveys, performance data, complaints, service user feedback, academic/consultants' reports, benchmarking (see equalities resources on OIC information portal)</p>	<p>Much research into allocations generally. It is generally accepted that priority on the basis of housing need is appropriate.</p> <p>In 2006 the Scottish Government produced <i>Tensions between Allocations Policy and Practice and Improving Access and Maximising Choice: The applicant's perspective of allocation schemes</i>. The research looked at both the landlords' and applicants' perspectives of social housing allocations.</p> <p>After this research, in 2007 the Scottish Government produced '<i>Firm Foundations: The Future of Housing in Scotland</i>'.</p> <p>In 2010 they produced the <i>Social Housing Allocations Guide</i>. This provides guidance on how to make the most effective use of Council stock and meeting housing need.</p>
<p>Could the function/policy have a differential impact on any of the following equality strands?</p>	<p>(Please provide any evidence – positive impacts/benefits, negative impacts and reasons)</p>
<p>1. Race: this includes ethnic or national groups, colour and nationality</p>	<p>Potentially if for instance there was a language barrier but our Accessibility Policy is specifically intended to address this. Our tenancy records would include records of any requirements for information in different formats and languages.</p>
<p>2. Sex: a man or a woman</p>	<p>Impact is unlikely to be significant.</p>
<p>3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes</p>	<p>Impact is unlikely to be significant.</p>
<p>4. Gender Reassignment: the process of transitioning from one gender to another</p>	<p>Impact is unlikely to be significant.</p>
<p>5. Pregnancy and maternity</p>	<p>Impact is unlikely to be significant.</p>
<p>6. Age: people of different ages</p>	<p>Impact is unlikely to be significant.</p>

7. Religion or beliefs or none (atheists)	Impact is unlikely to be significant.
8. Caring responsibilities	Impact is unlikely to be significant.
9. Marriage and Civil Partnership	Impact is unlikely to be significant.
10. Disability: people with disabilities (whether registered or not)	Impact is unlikely to be significant. However, accessible properties are more limited in number so there may be a time differential.

### 3. IMPACT ASSESSMENT

Does the analysis above identify any differential impacts which need to be addressed?	Language barriers are a possibility in relation to different ethnic groups. Disabilities could pose a timing issue for securing appropriate housing.
How could you minimise or remove any potential negative impacts?	Potential language barriers can be addressed through normal working arrangements and our Accessibility Policy. Disabilities could pose a timing issue. Finding a wheelchair accessible property is difficult as supply is limited. Solution would be on an ad-hoc basis. However, timing is not specific in relation to any group.
Do you have enough information to make a judgement? If no, what information do you require?	Yes

### 4. CONCLUSIONS AND PLANNED ACTION

Is further work required?	No
What action is to be taken?	N/A
Who will undertake it?	N/A
When will it be done?	N/A
How will it be monitored? (e.g. through service plans)	Monitoring will be three yearly through Housing Services' three yearly rolling review programme.

Signature

Date 09.05.11

Name FRANCES TROUP  
(BLOCK CAPITALS)