

Equality Impact Assessment

1. Under s.149 of the Equality Act 2010, when making decisions, Epping District Council must have regard to the Public Sector Equality Duty, ie have due regard to:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy or change.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. All **Cabinet, Council, and Portfolio Holder reports must be accompanied by an EqIA**. An EqIA should also be completed/reviewed at key stages of projects.
8. To assist you in completing this report, please ensure you read the guidance notes in the Equality Analysis Toolkit and refer to the following Factsheets:
 - Factsheet 1: Equality Profile of the Epping Forest District
 - Factsheet 2: Sources of information about equality protected characteristics
 - Factsheet 3: Glossary of equality related terms
 - Factsheet 4: Common misunderstandings about the Equality Duty
 - Factsheet 5: Frequently asked questions
 - Factsheet 6: Reporting equality analysis to a committee or other decision making body

Section 1: Identifying details

Your function, service area and team: Housing Asset Management

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team:

Title of policy or decision: Approach to the Energy Efficiency Retrofit of EFDC's Housing Properties

Officer completing the EqlA: John Taphouse Tel: 07734 315150 Email: jtaphouse@eppingforestdc.gov.uk

Date of completing the assessment: 21 May 2024

Section 2: Policy to be analysed

2.1	Is this a new policy (or decision) or a change to an existing policy, practice or project? New decision
2.2	<p>Describe the main aims, objectives and purpose of the policy (or decision): <i>To agree an approach to improving the energy efficiency of EFDC's housing properties.</i></p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? <i>To increase the minimum energy efficiency of Council owned homes to at least SAP band C by 2030 and ensure they are affordable to heat using decarbonised energy by 2050.</i></p>
2.3	<p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none">• service users• employees• the wider community or groups of people, particularly where there are areas of known inequalities? <p><i>The decision affects tenants of Council owned homes</i></p> <p>Will the policy or decision influence how organisations operate? <i>No</i></p>
2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p><i>Yes.</i></p> <p><i>The total cost of Phase 1 is estimated at £16.5m. Based on the grant contribution for our current retrofit project, we expect the net cost to EFDC to be approximately £10.0m including professional and other fees. This cost can be accommodated within the HRA business plan.</i></p> <p><i>We will require a client project manager for the energy efficiency retrofit programme. The gross salary cost would be approximately £60,000. Part of this cost may be grant funded.</i></p>

2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes? Safer, Cleaner and Greener Implications:</p> <p><i>During Phase 1, we expect to reduce the CO2 emissions of our homes by approximately 1,300 tonnes/year.</i></p> <p><i>By the end of Phase 2, we expect all the homes we provide to be heated with decarbonised energy so the emissions will be zero.</i></p> <p><i>We will check and improve where necessary the ventilation of all the homes included in the retrofit programme to ensure the best possible indoor air quality. This will alleviate the consequences of allergens and mould that result from poor indoor air quality</i></p>
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Section 3: Evidence/data about the user population and consultation¹

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified?</p> <p><i>We have information on the age, gender and disabilities of tenants. The information is not comprehensive. Information about occupants other than the tenants is less complete.</i></p> <p><i>The proposed approach to the energy efficiency retrofit of EFDC owned homes includes the requirement to design the work plan around the needs of the occupants. We will therefore discuss the proposed work with the occupants checking whether there are any specific needs we should take into account.</i></p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p><i>The proposed approach to energy efficiency retrofit was discussed with the Tenants' and Leaseholders' Panel on 12th June 2024. They are supportive of the proposal and did not recommend any amendments.</i></p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary:</p> <p><i>We will consult each household directly affected in order to tailor the works and timing to their needs as far as possible. This will be done as the programme rolls out.</i></p>

Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Age	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>However, we will assess and account for any age-related factors in the planning and execution of the works at individual homes to minimise the impact.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact low or medium.</p> <p>Outcome: Positive (impact high)</p>
Disability	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>However, we will assess and account for disabilities in the planning and execution of the works at individual homes to minimise the impact.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact low or medium.</p> <p>Outcome: Positive (high)</p>
Gender	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>No specific adverse impact anticipated with respect to gender.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact none.</p> <p>Outcome: Positive (high)</p>
Gender reassignment	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>No specific adverse impact anticipated with respect to gender reassignment.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact none.</p> <p>Outcome: Positive (high)</p>
Marriage/civil partnership	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>No specific adverse impact anticipated with respect to marriage or civil partnership.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact none.</p>

		Outcome: Positive (high)
Pregnancy/maternity	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>However, we will assess and account for issues related to pregnancy or maternity in the planning and execution of the works at individual homes to minimise the impact.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact low.</p> <p>Outcome: Positive (high)</p>
Race	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>No specific adverse impact anticipated with respect to race.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact none.</p> <p>Outcome: Positive (high)</p>
Religion/belief	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>However, we will assess and account for issues related to religious observance and belief in the planning and execution of the works at individual homes to minimise the impact.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact low.</p> <p>Outcome: Positive (high)</p>
Sexual orientation	<p>The outcome of the energy efficiency improvements will be positive.</p> <p>No specific adverse impact anticipated with respect to sexual orientation.</p>	<p>Process: to be assessed and managed appropriately for each household. Impact none.</p> <p>Outcome: Positive (high)</p>

Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqlA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No ✓ <input type="checkbox"/>	
		Yes <input type="checkbox"/>	If ' YES ', use the action plan at Section 6 to describe the adverse impacts and what mitigating actions you could put in place.

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.

Section 7: Sign off

**I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)**

Signature of Head of Service: John Taphouse

Date: 13 June 2024

Signature of person completing the EqIA: John Taphouse

Date: 13 June 2024

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqIA you undertake to the director responsible for the service area. Retain a copy of this EqIA for your records. If this EqIA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.