

Equality analysis report

Use this report template to record your equality analysis. This report is a written record that demonstrates that you have shown *due regard* to the need to **eliminate unlawful discrimination, advance equality of opportunity and foster good relations** with respect to the personal characteristics protected by equality law. Due regard must be paid at formative stages of policy or service development, changes, or withdrawal.

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

If you require further help, please contact the Performance Improvement Unit.

Step 1. About the policy, service change or withdrawal

Name of the policy, service or project: <i>be specific</i>	HRA Financial Options Review STAGE 1
Revised / new / withdrawal:	Review
Intended aims / outcomes/ changes:	To review the future strategy for the HRA, with particular regard to the future of the Council Housebuilding Programme and the standard or maintenance to existing Council properties
Relationship with other policies / projects:	EFDC Tenant Census 2014 Report EFDC STAR Tenant Satisfaction Survey 2015 Annual Report to Tenants 2015 Annual Report to Tenants 2014 EFDC Housing Allocations Scheme – the Council’s policy for assessing need and priority for council housing accommodation. HRA Business Plan 2016 EFDC Combined Policies Local Plan 1998 alterations 2006 – plans for EFDC community infrastructure and future development to meet the needs of the local population and improve resources. Epping Forest Draft Local Plan 2016 BGP1 Housing Background Paper EFDC Procurement Rules 2016 – dictates the procedures the Council needs to follow governing the award of contracts EFDC

	<p>Procurement Strategy 2015-20</p> <p>Strategic approach to the prioritisation of potential developments – council housebuilding programme</p> <p>EFDC – HRA Business Plan 2016 - includes the Repairs and Maintenance Business Plan 2016 - Sets the Council's standards, Policies, strategies and targets for all Responsive Repairs, Voids and Planned Maintenance programmes</p> <p>KPIs COM002, COM003, COM004, COM005, COM006, COM007, COM 008 and COM009 and suite of local performance indicators (Repairs and Assets) factor in how we consider our equality duty</p> <p>EFDC Housing Service Strategy on Energy Efficiency</p> <p>Epping Forest District Council Draft Local Plan – Draft Infrastructure Deliver Plan</p> <p>EFDC Development Strategy Final 2013-19 – sets out how the Council consults.</p> <p>EFDC Housing Register</p>
Name of senior manager for the policy / project:	Alan Hall, Director of Communities
Name of policy / project manager:	Alan Hall, Director of Communities
Other related documents	<p>The Decent Homes Standard - updated 2006</p> <p>Strategic Housing Market Assessment for West Essex & East Herts 2015</p> <p>ONS Census Data 2011</p> <p>ONS Subnational population projections for England 2012 – based on 2011 Census</p> <p>SLAA Population Forecasting</p>

Step 2. Decide if the policy, service change or withdrawal is equality relevant

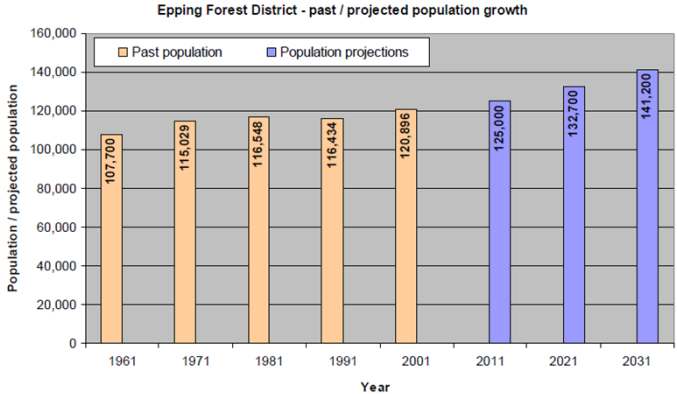
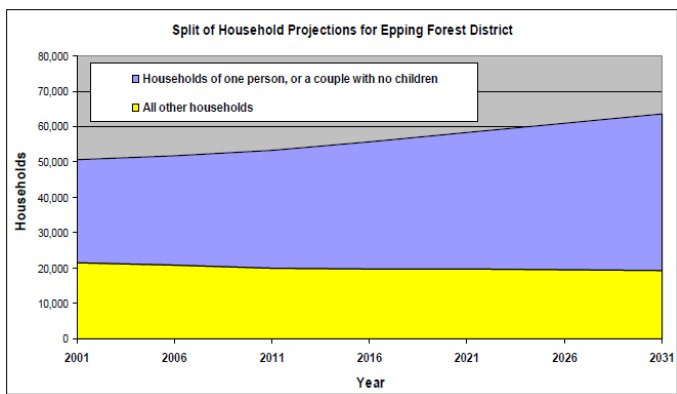
<p>Does the policy / project / service process involve, or have consequences for employees or other people? If yes, please state who will be affected. If yes, then the policy / project is equality relevant.</p> <p>If no, state your reasons for this decision. Go to step 7.</p> <p><i>The majority of Council policies and projects are equality relevant because they affect employees or our communities in some way.</i></p>	<p>If yes, state which protected groups:</p> <p>Age</p> <p>Disability</p> <p>Pregnancy and maternity</p>
	<p>If no, state reasons for your decision:</p>

Step 3. Gather evidence to inform the equality analysis

What evidence have you gathered to help you understand the impact of your policy or service change or withdrawal on people? What does your evidence say about the people with the protected characteristics? If there is no evidence available for any of the characteristics, please explain why this is the case, and your plans to obtain relevant evidence. Please refer to Factsheet 2 'Sources of evidence for the protected characteristics'

Characteristic	Evidence (name of research, report, guidance, data source etc)	What does this evidence tell you about people with the protected characteristics?																								
Age	EFDC Housing Register – Supplementary Waiting List	<p>The Supplementary Waiting List (SWL) is for some applicants who are over the age of 60, but do not meet the residency criteria of 'The Allocation Scheme'. These applicants are only eligible to bid on properties in Sheltered Housing Schemes. Applicants in bands A, B, and C who make an expression of interest for properties in a Sheltered Scheme are considered a higher priority than applicants in Band SWL.</p> <table border="1"> <thead> <tr> <th></th> <th>Q1</th> <th>Q2</th> <th>Q3</th> </tr> </thead> <tbody> <tr> <td>1 bed properties</td> <td>838</td> <td>815</td> <td>783</td> </tr> <tr> <td>2 bed properties</td> <td>549</td> <td>531</td> <td>550</td> </tr> <tr> <td>3 bed properties</td> <td>127</td> <td>129</td> <td>129</td> </tr> <tr> <td>4 bed properties</td> <td>16</td> <td>15</td> <td>14</td> </tr> <tr> <td>5 bed properties</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>		Q1	Q2	Q3	1 bed properties	838	815	783	2 bed properties	549	531	550	3 bed properties	127	129	129	4 bed properties	16	15	14	5 bed properties	1	1	1
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	West Essex Local Investment Plan 2011	New homes being built alongside those that are refurbished increasing housing opportunities within communities enabling people to move home without moving out of their community.																								
	EFDC Housing Register <ul style="list-style-type: none"> Band A (v) Band B (ii, vi, vii) EFDC Housing Allocations Scheme	<p>2016-17 EFDC Housing Register</p> <table border="1"> <thead> <tr> <th></th> <th>Q1</th> <th>Q2</th> <th>Q3</th> </tr> </thead> <tbody> <tr> <td>Applicants on the Housing Register</td> <td>1531</td> <td>1515</td> <td>1477</td> </tr> <tr> <td>Band A</td> <td>135</td> <td>134</td> <td>120</td> </tr> <tr> <td>Band B</td> <td>526</td> <td>534</td> <td>516</td> </tr> <tr> <td>Band C</td> <td>706</td> <td>700</td> <td>706</td> </tr> <tr> <td>SWL</td> <td>164</td> <td>147</td> <td>134</td> </tr> </tbody> </table>		Q1	Q2	Q3	Applicants on the Housing Register	1531	1515	1477	Band A	135	134	120	Band B	526	534	516	Band C	706	700	706	SWL	164	147	134
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	Annual Report to Tenants 2015 Tenant Satisfaction EFDC STAR Tenant Satisfaction Survey 2015 pg 40	<p>Pg 3 – 2015 result of survey</p> <p>84% of tenants were satisfied with repairs and maintenance overall</p> <p>85 % of tenants were satisfied with the quality of their home.</p> <p>Tenants aged 65 years and over gave more positive feedback for council services, with overall service scoring 93% were satisfied (289 replied). 95% were satisfied with the Repairs and Maintenance service compared to an overall score of 84% (798 replied).</p>																								

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	ONS Census Data 2011	The evidence outlines the living arrangements for all age groups including the ageing population.																																																																								
	Epping Forest Draft Local Plan 2016 & BGP1 Housing Background Paper	Ageing population – will require dwellings that are adaptable and accessible due to the drive towards independent living																																																																								
	EFDC Tenant Census 2014 Report	<p>Epping Forest population breakdown</p> <table border="0"> <tr> <td>16-24 years</td> <td>12.3%</td> </tr> <tr> <td>25-34 years</td> <td>13.9%</td> </tr> <tr> <td>35-44 years</td> <td>17.7%</td> </tr> <tr> <td>45-54 years</td> <td>18.2%</td> </tr> <tr> <td>55-59 years</td> <td>7.5%</td> </tr> <tr> <td>60-64 years</td> <td>8.2%</td> </tr> <tr> <td>65-74 years</td> <td>11.3%</td> </tr> <tr> <td>75-84 years</td> <td>7.6%</td> </tr> <tr> <td>85 years and over</td> <td>3.3%</td> </tr> </table>	16-24 years	12.3%	25-34 years	13.9%	35-44 years	17.7%	45-54 years	18.2%	55-59 years	7.5%	60-64 years	8.2%	65-74 years	11.3%	75-84 years	7.6%	85 years and over	3.3%																																																						
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	Epping Forest Draft Local Plan 2016	<p>Ageing population – will require dwellings that are adaptable and accessible</p> <p>Pg 13 Paragraph 2.4 states:</p> <p><i>“The District’s population increased by almost 17,000 between 1961 and 2011. Government estimates that the District’s population had risen by just over 5,000 since 2011.”</i></p> <p><i>“In 2011, compared to the rest of England, the District had smaller proportions of people aged under 30 and a larger proportion of people aged 45 to 64 years and 65 years and over.”</i></p> <p><i>“by 2033, projections suggest the proportion of people aged over 65 years will rise sharply compared to the other age bands</i></p>																																																																								
	SLAA Population Forecasting Page 13	<p>Council considers all new homes should be built to category 2 ‘accessible and adaptable dwellings’ – dependent on site specific viability testing ensuring no compromise to delivery of development</p> <p>The SLAA forecasts that the population projection for Epping Forest District will be reach 132,700 in 2021 and 141,200 by the year 2031.</p>																																																																								

	<p>Pg15</p> <p>Pg 16</p>	 <p>There is also regular migration from people moving from London into the Epping Forest District to live due to the good transport links into London. In 2010 3,750 people moved into the district from London.</p> 																				
	<p>Strategic Housing Market Assessment for West Essex & East Herts 2015</p>	<p>This evidence shows that EFDC needs to provide approximately 11,300 (market housing & affordable) new homes over the Local Plan period (up to 2033), and also the specific split of houses vs. flats, numbers of bedrooms etc. that the data shows we need.</p> <p>It was noted that older people are living longer, healthier lives and specialist housing offered today may not be appropriate for the future years and the government's reform of Health and Adult Social Care is underpinned by a principle of sustaining people at home for as long as possible. This report supports the need for all dwellings to meet category 2 requirements (dependent on viability).</p>																				
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	Strategic Housing Market Assessment for West Essex & East Herts 2015 pg 108	Report supports the need for 15% of affordable housing to meet Category 3 requirement to aide accessibility for wheelchair users. Currently, 1-30 households in England (3.3%) have at least one wheelchair user. These proportions are likely to increase over the period to 2033																				
	Epping Forest Draft Local Plan 2016	Shows evidence for the need to have dwellings that are adaptable and accessible.																				
	EFDC Tenant Census 2014	Over half of all tenants responded: - <ul style="list-style-type: none"> • 30.2%% stated they had a disability • 34% of households contained at least one person who had a disability • North Weald Bassett ward contained the highest proportion of tenants with a disability (39%), followed by Waltham Abbey North East (38%). These wards had a higher than average number of elderly residents. 																				
Gender reassignment	No evidence found																					
Marriage and civil partnership	EFDC Housing Register <ul style="list-style-type: none"> • Band A (iii, iv, v) • Band B (iii, iv,) • Band C (iv) EFDC Housing Allocations Scheme	2016-17 EFDC Housing Register <table border="1"> <thead> <tr> <th></th> <th>Q1</th> <th>Q2</th> <th>Q3</th> </tr> </thead> <tbody> <tr> <td>Applicants on the Housing Register</td> <td>1531</td> <td>1515</td> <td>1477</td> </tr> <tr> <td>Band A</td> <td>135</td> <td>134</td> <td>120</td> </tr> <tr> <td>Band B</td> <td>526</td> <td>534</td> <td>516</td> </tr> <tr> <td>Band C</td> <td>706</td> <td>700</td> <td>706</td> </tr> </tbody> </table>		Q1	Q2	Q3	Applicants on the Housing Register	1531	1515	1477	Band A	135	134	120	Band B	526	534	516	Band C	706	700	706
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	Strategic Housing Market Assessment for West Essex & East Herts 2015 ONS Census Data 2011 ONS Subnational population projections for England 2012 – based on 2011 Census	Population projection information gathered from the census shows the changing of household trends and provision for the future needs for existing families and new family unit trends.																				
Pregnancy and maternity	EFDC Housing Register <ul style="list-style-type: none"> • Band B (iv) EFDC Housing Allocations Scheme	2016-17 EFDC Housing Register <table border="1"> <thead> <tr> <th></th> <th>Q1</th> <th>Q2</th> <th>Q3</th> </tr> </thead> <tbody> <tr> <td>Applicants on the Housing Register</td> <td>1531</td> <td>1515</td> <td>1477</td> </tr> <tr> <td>Band B</td> <td>526</td> <td>534</td> <td>516</td> </tr> </tbody> </table>		Q1	Q2	Q3	Applicants on the Housing Register	1531	1515	1477	Band B	526	534	516								
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Race / ethnicity	ONS Census Data 2011	85.2% -White; English/Welsh/Scottish/Northern Irish/British 2.4% - Asian/Asian British; Indian 1.1% - White; Irish																				

Religion or belief	ONS Census Data 2011	Of the EFDC Population <ul style="list-style-type: none"> • Christian - 61.8% • Buddhist – 0.3% • Hindu – 1.4% • Jewish – 3.2% • Muslim – 1.9% • Sikh – 1% • Other religion – 0.3% • No religion –22.5% Do not wish to disclose – 7.6%
Sex	EFDC Tenant Census 2014 Report ONS Census Data 2011	Just over half of all tenants responded:- <ul style="list-style-type: none"> • 60.3% of tenants are female Epping Forest district population: - 64219 – 51.5% - female 60440 – 48.5% - male
Sexual orientation	EFDC Tenant Census 2014 Report	57%of all tenants responded stating - <ul style="list-style-type: none"> • 62.2% were heterosexual • 0.6% were gay or bisexual • 26% did not state their sexuality • 10% did not specify.

Steps 4 & 5 Analyse the activity, policy or change (*The duty to eliminate unlawful discrimination*)

Based on the evidence you have analysed, describe any actual or likely adverse impacts that may arise as a result of the policy decision. Where actual or likely adverse impacts have been identified, you should also state what actions will be taken to mitigate that negative impact, ie what can the Council do to minimise the negative consequences of its decision or action.

<i>Characteristic</i>	<i>Actual or likely adverse impacts identified</i>	<i>Actions that are already or will be taken to reduce the negative effects identified</i>
Age	If the Council Housebuilding Programme is ceased, the Council will provide less affordable rented homes. The potential issues: - <ul style="list-style-type: none"> • Reduced availability for disabled people and pregnant homeless women to obtain decent (and in the case of disabled people, appropriate) affordable housing. • Increasing housing demand due to rise in population which may lead to communities being split as members of that community have to move home and no longer live within community 	
Dependents / caring responsibilities		
Disability		
Pregnancy and maternity		

	<p>which could social care implications.</p> <ul style="list-style-type: none"> Reduced regeneration – potentially widening the gap between areas of deprivation and the rest of the EFDC area. <p>If the Council reverts to the Decent Homes Standard, the Council will renew and improve building components (e.g. bathrooms and kitchens) at longer intervals: - The potential issues: -</p> <ul style="list-style-type: none"> Adaptations required to kitchens and bathrooms for disabled people may not be identified at an earlier stage and incorporated within new kitchen and bathroom layouts. 	
Gender reassignment		
Marriage and civil partnership		
Race / ethnicity		
Religion or belief		
Sex		
Sexual orientation		

Step 6.

The duty to advance equality of opportunity

Can the policy, service or project help to advance equality of opportunity in any way?
If yes, provide details. If no, provide reasons. *(Note: not relevant to marriage and civil partnership)*

<i>Characteristic</i>	<i>Ways that this policy, service or project can advance equality of opportunity</i>	<i>Why this policy, service or project cannot help to advance equality of opportunity:</i>
Age	<p>Investing in Council Housebuilding could: -</p> <ul style="list-style-type: none"> increase the availability of housing stock for residents in the district, create security and enable those of protected characteristics to be accommodated in the community; reduce mental health and social issues caused by overcrowding – which can have a negative impact on the community through crime and antisocial behaviour; enable communities to grow, enabling support from family members and friends; help mitigate the effects of areas of deprivation; provide employment to those in the local community; facilitate work experience (through the Council's agreement with contractors) 	
Dependents / caring responsibilities		
Disability		
Gender reassignment		
Pregnancy and maternity		
Race / ethnicity		
Religion or belief		
Sex		
Sexual orientation		

	<p>for younger groups – strengthening relationships with local schools and colleges;</p> <p>Renewal and improvement of housing stock:</p> <ul style="list-style-type: none"> - • Applying relevant housing standards, and providing information on adaptations and lifetime homes standards; and • Assisting independent living, reducing the barriers within the home and social isolation from the community; <p>Both promote opportunity for equality.</p>	
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The duty to foster good relations

Can the policy, service or project help to foster good relations in any way? If yes, provide details. If no, provide reasons. *(Note: not relevant to marriage and civil partnership)*

<i>Characteristic</i>	<i>How this policy, service or project can foster good relations:</i>	<i>Why this policy, service or project cannot help to foster good relations:</i>
Age	<p>Investing in Council Housebuilding could: -</p> <ul style="list-style-type: none"> • increase the availability of housing stock for residents in the district including those of the protected characteristics, by considering all needs; • reduce mental health and social issues caused by overcrowding; • enable communities to grow, enabling support from family members and friends; • help reduce areas of deprivation; • provide employment to those in the local community; • facilitate possible work experience (through the Council's agreement with contractors) for younger groups – strengthening relationships with local schools and colleges; <p>Through the renewal and improvement of housing stock: -</p> <ul style="list-style-type: none"> • Apply relevant housing standards, and providing information on adaptations and lifetime homes standards; • Assist independent living, reducing the barriers within the home and social isolation from the community; 	
Dependents / caring responsibilities		
Disability		
Gender reassignment		
Pregnancy and maternity		
Race / ethnicity		
Religion or belief		
Sex		
Sexual orientation		

Step 7. Documentation and Authorisation

Summary of actions to be taken as a result of this analysis (add additional rows as required):	Name and job title of responsible officer	How and when progress against this action will be reported
1. None identified – dependent on the outcome of the Stage 1 Review		
2.		
3.		

Name and job title of officer completing this analysis:	Mary Masterson
Date of completion:	01/03/2017
Name & job title of responsible officer: (If you have any doubts about the completeness or sufficiency of this equality analysis, advice and support are available from the Performance Improvement Unit)	Performance and Information Officer
Date of authorisation:	1 st March 2017
Date signed copy and electronic copy forwarded to PIU equality@eppingforestdc.gov.uk	2 nd March 2017

Step 8. Report your equality analysis to decision makers:

Your findings from this analysis (and any previous analysis) must be made available to a decision making body when it is considering the relevant service or policy.

Therefore you must:

- reflect the findings from this analysis in a 'Due Regard Record' (template available), and attach it as an appendix to your report. The Record can be updated as your policy or service changes develop, and it exists as a log of evidence of due regard;
- Include this equality information in your verbal report to agenda planning groups or directly to portfolio holders and other decision making groups.

Your summary of equality analysis must include the following information:

- if this policy, service change or withdrawal is relevant to equality, and if not, why not;
- the evidence base (information / data / research / feedback / consultation) you used to help you understand the impact of what you are doing or are proposing to do on people with protected characteristics;
- what the evidence base (information / data / research / feedback / consultation) told you about people with protected characteristics;
- what you found when you used that evidence base to assess the impact on people with the protected characteristics;
- whether or not your policy or service changes could help to advance quality of opportunity for people with any of the protected characteristics;

- whether or not your policy or service changes could help to foster good relations between communities.