

## **Colchester Borough Homes**

### **Equality Impact Assessment Form - An Analysis of the Effects on Equality**

#### Section 1: Initial Equality Impact Assessment

Name of policy/ decision to be assessed: **Leadership Plan (Part of CBH's Strategic Plan 2018-2022)**

##### **1. What is the main purpose of the policy?**

Our aim is that this plan will help us ensure we have in place Leadership that inspires trust and confidence in CBH by 2022, and is one of the key delivery plans of the overarching approved CBH Strategic Plan.

To achieve this we will need to show that:

- Our leadership inspires trust
- We demonstrate real accountability to our customers and stakeholder
- We maintain a strong focus on the future.

##### **2. What main areas or activities does it cover?**

- To develop high quality leadership and management
- Demonstrate commitment and contribution to the Council's Strategic Aims
- Improve Customer Scrutiny
- Ensure processes support effective decision making
- Support culture of leadership and strategic vision

##### **3. Are there changes to an existing policy being considered in this assessment? If so what are they?**

This is a new policy and strategy

##### **4. Who are the main audience, users or customers who will be affected by the policy?**

Staff, Board and key stakeholders such as CBC. The Board and Directors Management Team oversee the service delivery of Housing related services, often to those who are most vulnerable in our community.

## **5. What outcomes do you want to achieve from the policy?**

To achieve this we will need to show that:

- Our leadership inspires trust
- We demonstrate real accountability to our customers and stakeholder
- We maintain a strong focus on the future.

## **6. Are other service areas or partner agencies involved in delivery? If so, please give details below:**

Colchester Borough Council as our Controlling Member.

## **7. Are you aware of any relevant information, data, surveys or consultations which help us to assess the likely or actual impact of the policy upon customers or staff?**

Consultation on this plan has taken place with staff in various roadshows through 2017, Board and CBC. Targets for performance and perception of leadership based on findings of the 2017 Staff Survey and the 2017 Board Member Appraisal Matrix.

## **8. The 'general duty' states that we must have "due regard" to the need to:**

- (a) eliminate unlawful discrimination, harassment and victimisation
- (b) advance equality of opportunity between people who share a 'protected characteristic'<sup>1</sup> and those who do not<sup>2</sup>
- (c) foster good relations between people who share a protected characteristic and those who do not<sup>3</sup>

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<sup>1</sup> The Equality Act's 'protected characteristics' include age, disability, gender reassignment, pregnancy and maternity, race, religion or belief and sex and sexual orientation. It also covers marriage and civil partnerships, but not for all aspects of the duty.

<sup>2</sup> This involves having due regard, in particular, to the need to: (a) remove or minimise disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it, and (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

<sup>3</sup> This involves having due regard, in particular, to the need to (a) tackle prejudice, and (b) promote understanding.

Not all policies help us to meet the ‘general duty’, but most do.

*Where applicable, explain how this policy helps us to meet the ‘general duty’:*

The policy helps us to ‘eliminate unlawful discrimination, harassment and victimisation’ in the following way(s):

- Consistency of leadership and ensure all policies are applied fairly
- Improve awareness to all staff and managers and empower to apply legislative requirements

The policy helps us to ‘advance equality of opportunity...’ in the following way(s):

- Consistency of leadership and ensure all policies are applied fairly
- Improve awareness to all staff and managers and empower to apply legislative requirements
- The ALMO model actively encourages the input and scrutiny of services it provides to it’s residents. Additionally, the Board consists of 3 (out of 9 members) residents to ensure views of our tenant base is actively heard.

The policy helps us to ‘foster good relations...’ in the following way(s):

- CBH does not believe this plan specifically meets the aims of this duty.

9. This section helps us to identify any disproportionate impacts. Please indicate in the table below whether the policy is likely to particularly benefit or disadvantage any of the ‘protected characteristics’.

Remember to include reference to any relevant consultation, data or information.

‘Protected characteristic’ group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
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'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Age	Older people (60+)	X	CBH's core responsibility is to help the vulnerable in society		None identified
	Younger people (17-25) and children (0-16)	X	As Above		None identified
Disability	Physical	X	As Above		None identified
	Sensory	X	As Above	X	People with this disability may have access difficulty to the plan
	Learning	X	As Above		None identified
	Mental health issues	X	As Above		None identified
	Other – <i>specify</i>				None identified
Ethnicity <sup>4</sup>	White		None identified		None identified
	Black		None identified		None identified
	Chinese		None identified		None identified
	Mixed Ethnic Origin		None identified		None identified
	Gypsies/ Travellers		None identified		None identified
	Other – <i>please state</i>		None identified		None identified
Language	English not first language		None identified	X	Plan presented in 'Plain' English
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks	X	CBH's core responsibility is to help the vulnerable in society		None identified
Religion or Belief	People with a religious belief (or none)		None identified		None identified
Sex	Men		None identified		None identified
	Women		None identified		None identified

<sup>4</sup> National Census 2011 categories are: Bangladeshi, Indian, Pakistani, Other Asian (Asian or Asian British), African, Caribbean, Other Black (Black or Black British), White and Black African, White and Asian, White and Black Caribbean (Mixed), British, Irish, Other White (White), Chinese, Other (Other Ethnic Group).

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Gender Reassignment <sup>5</sup>	Transgender/ Transsexual <sup>6</sup>		None identified		None identified
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian		None identified		None identified
Marriage and Civil Partnership	People who are married or in a civil partnership		None identified		None identified

10. If you have identified any negative impacts (above) how can they be minimised or removed?

CBH provides its Plan in 'Plain' English on the company website. CBH also enables the use of Google Translate to enable visitors to access the plan in their destination language.

CBH also allows customers with sensory disabilities to be able to access the documents via Text Talk for hearing impairment and Browse Aloud for visually impaired customers.

11. Could the policy discriminate<sup>7</sup> against any 'protected characteristic', either directly or indirectly<sup>8</sup>? No

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<sup>5</sup> The protected characteristic of gender reassignment is defined by the Equality Act 2010 as "a person proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex." This is a personal process that may involve medical interventions such as counselling, psychotherapy, hormone therapy or surgery, but does not have to.

<sup>6</sup> It is generally held that people who are *transgender* disguise their features or clothing to resemble their preferred sex, whereas people who are *transsexual* wish to change their body to completely resemble their preferred sex.

<sup>7</sup> The Council has a general duty to 'eliminate unlawful discrimination, harassment and victimisation'. Direct discrimination occurs when a person is treated less favourably than another in a comparable situation because of their 'protected characteristic' whether on grounds of age, disability, pregnancy and maternity, ethnicity; religion or belief; sex (gender), sexual orientation, or marriage and civil partnership. Indirect discrimination occurs when an apparently neutral provision or practice would nevertheless disadvantage people on the grounds of their 'protected characteristic'.

*(Please read the footnotes below before completing this section.)*

## Summary and findings of Initial Equality Impact Assessment

12. Please put a tick in the relevant box to confirm your findings, and what the next step is:

Findings	Action required
No negative impacts have been identified <input type="checkbox"/>	Sign off screening and finish.
Negative impacts have been identified but have been minimised or removed <input checked="" type="checkbox"/>	Sign off screening and finish.
Negative impacts could not be minimised or removed <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.
There is insufficient evidence to make a judgement. <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.

13. Name and job title of person completing this form:

- Michael Hadjimichael, Director of Resources

14. Date of completion:

- January 2018

15. Date for update or review of this screening:

- On expiry of Plan - 2021

*If you have now signed off this screening form, Section Two is not required and you should remove Section Two from this document, along with these two paragraphs in italics. Please send a copy to the relevant Head of Service and the Equality and Diversity Officer.*

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<sup>8</sup> If you answer 'yes' to question 11 (above) you will need to complete this section *and* go on to complete Section 2 in order to conduct a full Equality Impact Assessment.