

APPENDIX B

Equality Impact Assessment

Report title	HRA Governance Framework
Completed by	Adel Gardner, Housing Transformation Officer
Approved by	Vikki Cherry, Housing Transformation Manager
Date	6th August 2024

The following statements will help you decide whether an EIA is necessary:	Tick all that apply
Does it affect customers, colleagues or the wider community, and therefore potentially have an effect in terms of equality (for example, removing a service, workforce restructure, employment practices)	<input checked="" type="checkbox"/>
Could it result in a decision being made that would significantly affect how functions and services are delivered (for example, reducing a service or introducing a charge for a service)	<input type="checkbox"/>
Does it relate to a service that previous engagement has identified as being important to people	<input type="checkbox"/>
Does it, or could it in the future, affect different groups of people differently	<input type="checkbox"/>
Does it relate to a policy or service where there is significant potential for reducing inequalities or improving outcomes	<input checked="" type="checkbox"/>
Have there been, or are there likely to be, any public concerns about the policy or proposal	<input type="checkbox"/>
Does it have an effect on how other organisations operate in terms of equality (i.e. commissioned services)	<input type="checkbox"/>

Section 3 Equality impacts

<p>Briefly explain what the policy/service/project aims to achieve</p>	<p>The Housing Revenue Account Governance Framework sets out the governance arrangements in place for the Housing Landlord Service including:</p> <ul style="list-style-type: none"> • controls and assurance; • roles and responsibilities; • performance; and • financial viability of the HRA. <p>The framework also explains how these provisions link into wider Council governance arrangements.</p> <p><i>We recognise unconscious bias can exist, with the tendency of humans to act in ways that are prompted by a range of assumptions and biases that we are not aware of. This can include decisions or actions that we are not consciously aware of, as well as hidden influences on decisions and actions that we believe are rational and based on objective un-biased evidence and experience. Unconscious bias can be present in organisations and groups as well as influencing the behaviours and decisions made by individuals.</i></p> <p><i>Steps are in place to mitigate unconscious bias influencing actions, behaviours and decisions. These include data led decision making, panels and boards, benchmarking and overlaying data and information with external records to support decision making. Policies being reviewed by a variety of individuals and committees, as well as established appeals systems. As our tenant engagement offering increases, all policies and strategies will involve consulting focus groups/similar.</i></p>
<p>Have you undertaken consultation or involved people who are most likely to be affected or interested?</p> <p>Please include: data or community feedback, gaps in data, and how you intend to fill these gaps (where possible)</p>	<p>The Portfolio Holder - Strategic and Operational Housing and the Deputy Chief Executive (Corporate Development) and S151 Officer have been consulted. They continue to be regularly updated as Chair and Sponsor, of the Housing Transformation and Improvement Programme Board. Meetings have been held with the Monitoring Officer to adopt new ways of working and slotting within wider corporate governance arrangements.</p> <p>In addition, the Chairman and Vice-Chairman of Performance Monitoring Panel, Portfolio Holder for Corporate, Governance and Communications, and Chairman of Governance and Audit Committee have been consulted.</p>

	<p>Housing Managers have supported embedding new working arrangements and have been consulted as part of developing the new governance provisions.</p> <p>Tenants have not been involved with drafting this document. They will be consulted during 2024/25 as part of the Tenant Engagement Project (within the Housing Transformation and Service Improvement Programme). This project has started, with our reengineering engagement piece anticipated to be concluded at the end of the Summer.</p>
Is there any evidence or research that demonstrates why some individuals or groups are, or are not, affected	No.
Characteristics	Positive and negative impact
Gender	<p>Positive: None.</p> <p>Negative: None</p>
Age	<p>Positive: A document that is easy to read and understand, improving access to information about the governance of the HRA. Fostering positive working relationships between members, tenants and officers. Enabling members to represent their communities effectively and scrutinise the delivery of the HRA service for tenants their ward. Ensuring that information is provided to support effective scrutiny by tenants of their landlord’s performance in delivering landlord services.</p> <p>Annual communications with tenants summarising performance and outcomes as well as quarterly performance information uploaded on to the website.</p>

	<p>Negative: Current arrangements include documents and reports which are published online, impacting tenants that are not digitally enabled.</p> <p>Any mitigation required: Documents may be requested in other formats through customer contact.</p>
Disability	<p>Positive: A document that is easy to read and understand, improving access to information about the governance of the HRA. Fostering positive working relationships between members, tenants and officers. Enabling members to represent their communities effectively and scrutinise the delivery of the HRA service for tenants their ward. Ensuring that information is provided to support effective scrutiny by tenants of their landlord’s performance in delivering landlord services.</p> <p>Annual communications with tenants summarising performance and outcomes as well as quarterly performance information uploaded on to the website. Annual report published setting out items such as how rent was spent, performance including tenant satisfaction measure scores and complaint handling.</p> <p>Negative: Current arrangements include documents and reports which are published online, impacting tenants that are not digitally enabled.</p> <p>Any mitigation required: None. Documents may be requested in other formats through customer contact. Communications adjusted where tenancy records state this has been requested e.g. customer records state preference for large print and mass communications will include these preferences.</p>
Race	<p>Positive: A document that is easy to read and understand, improving access to information about the</p>

	<p>governance of the HRA. Fostering positive working relationships between members, tenants and officers. Enabling members to represent their communities effectively and scrutinise the delivery of the HRA service for tenants their ward. Ensuring that information is provided to support effective scrutiny by tenants of their landlord’s performance in delivering landlord services.</p> <p>Annual communications with tenants summarising performance and outcomes as well as quarterly performance information uploaded on to the website.</p> <p>Negative: Current arrangements include documents and reports which are published online, impacting tenants that are not digitally enabled.</p> <p>Any mitigation required: Documents may be requested in other languages through customer contact.</p>
Religion or belief	No impact identified
Sexual orientation	No impact identified
Gender reassignment	No impact identified
Pregnancy, maternity and paternity	No impact identified
Marriage and civil partnership	No impact identified
Rural isolation	No impact identified
Socio-economic factors	No impact identified

<p>Other <i>(for example, those with dependents/caring responsibilities, asylum seeker and refugee communities, children in the care system, etc)</i></p>	<p>No impact identified</p>
<p>Overall, if there is a potential adverse impact after the mitigation, please state why and whether this is justifiable.</p>	<p>N/A.</p>
<p>How will you monitor this to ensure there is no adverse effect in the future?</p>	<p>The EQIA will be reviewed in line with the Governance Framework refresh.</p>
<p>Outcome of EIA:</p>	<p>The proposed additional governance arrangements will not have a disproportionate impact on any particular group. Due regard has been given to the public sector equality duties in determining the details of the governance model.</p>