

*Appendix 1*  
DUNDEE CITY COUNCIL

Equality and Diversity Rapid Impact Assessment Tool

Part 1

Date of assessment <b>15th January 2013</b>	Title of document being assessed <b>Committee Report on Proposed 2013/14 Rent Increases and Other Charges</b>
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) <input checked="" type="checkbox"/>	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input checked="" type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	To set out the proposed rent and other charges for the Housing Revenue Account for the financial year 2013/14.
3) What is the intended outcome of this policy, procedure, strategy or practice?	To set the rent levels and other charges for the Housing Revenue Account, ensuring the Housing Revenue Account has sufficient income to deliver services and meet the Scottish Housing Quality Standard by 2015.
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	Previous Committee Reports, consultation exercise completed in November/December 2012, Scottish Housing Quality Standard Delivery Programme.
5) Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	<p>Yes</p> <p>We have a duty to consult with our tenants on proposed rent levels this was completed in November and December 2012.</p> <p>We have reviewed the feedback from the consultation event and in line with Housing Department Priorities the rent increase report outlines the proposed increase in charges and justification for these.</p> <p>We have consulted with Tenants on a wide variety of basis which included:-</p> <ul style="list-style-type: none"> <li>- Community Events held throughout the city including supermarkets, schools, community centres and high streets</li> <li>- Accessible survey available online via the website.</li> <li>- Large Print and available in all languages</li> <li>- Posters and information in Housing District Offices, council notice boards in libraries and parks along with other council buildings</li> <li>- Article within the Housing News</li> <li>- Sessions being held in Sheltered Complexes to gather tenants views</li> </ul>

	<ul style="list-style-type: none"> <li>- Proactively targeted elderly tenants in sheltered schemes.</li> <li>- Attend meeting of the Dundee Federation of Tenants Associations (DFTA)</li> <li>- Issue correspondence and attend Registered Tenant Organisations (RTO)</li> </ul> <p>The above consultation has been wide ranging to engage with all tenants.</p>
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	Gregory Colgan and Scott Mands
7) Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy?  (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	Yes - raise awareness across sensory impaired groups on the outcome of the report.

## Part 2

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
People with a disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Socio-economic	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### Part 3

1) <b>Have any positive impacts been identified?</b> (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)	If yes please give further details No
2) <b>Have any negative impacts been identified?</b> (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)	If yes please give further details No
3) <b>What action is proposed to overcome any negative impacts?</b> E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. see Good Practice on DCC equalities web page	N/A
4) <b>Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?</b> (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)	If yes please give further details - No
5) <b>Has a 'Full' Equality Impact Assessment been recommended?</b> (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality Champion.	If yes please give further details - No
6) <b>How will the policy be monitored?</b> (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.	The Housing Revenue Account is monitored on a monthly basis by the Councils Policy and Resources Committee along with the Capital Plan which includes progress being made on the Scottish Housing Quality Standard

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#### Part 4

**Name of Department or Partnership:** Housing

#### Type of Document

Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	<input type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/>

#### Contact Information

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Signature of author of the policy:

22/01/13

Date

Signature of Director / Head of Service area:

22/01/13

Date

Name of Director / Head of Service:

Elaine Zwirlein

Date of next policy review: