

Dacorum BC Community Impact Assessment (CIA) Template

Policy / service / decision

Help to Move Scheme

Description of what is being impact assessed

What are the aims of the service, proposal, project? What outcomes do you want to achieve? What are the reasons for the proposal or change? Do you need to reference/consider any related projects?

Stakeholders; Who will be affected? Which protected characteristics is it most relevant to? Consider the public, service users, partners, staff, Members, etc

It is advisable to involve at least one colleague in the preparation of the assessment, dependent on likely level of impact

To supersede the current 'Moving to a Smaller Home Scheme' to the 'Help to Move Scheme'. The changes to the scheme include standardising the one-off incentive payment to £500 to all applicants (the current scheme's monetary award is based on how many bedrooms the applicant is giving up). To award £500 to an applicant/s in a one bedroom general needs property who moves via the scheme to a one bedroom sheltered accommodation. To award £1000 to an applicant in an adapted home to move to a non adapted property.

Evidence

What data/information have you used to assess how this policy/service/decision might impact on protected groups?

(include relevant national/local data, research, monitoring information, service user feedback, complaints, audits, consultations, CIAs from other projects or other local authorities, etc.). You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.

Customer consultations, benchmark the scheme against other local authorities' schemes, assess our waiting list for viability and relevance to continue the scheme, liaised with Property and Place and allocations regards aids and adaptations.

Who have you consulted with to assess possible impact on protected groups? *If you have not consulted other people, please explain why? You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.*

Property and Place, Tenancy Sustainment, Housing Allocations, Lettings, Supported Housing, Service Users

Analysis of impact on protected groups (and others)

The Public Sector Equality Duty requires Dacorum BC to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service/decision will achieve these aims. Using the table below, detail what considerations and potential impacts against each of these using the evidence that you have collated and your own understanding. Based on this information, make an assessment of the likely outcome, **before** you have implemented any mitigation.

- *The PCs of Marriage and Civil Partnership and Pregnancy and Maternity should be added if their inclusion is relevant for impact assessment.*
- *Use “insert below” menu layout option to insert extra rows where relevant (e.g. extra rows for different impairments within Disability).*

Summary of impact		Negative impact / outcome	Neutral impact / outcome	Positive impact / outcome
Protected group	<i>What do you know? What do people tell you? Summary of data and feedback about service users and the wider community/ public. Who uses / will use the service? Who doesn't / can't and why? Feedback/complaints?</i>			
Age	Applicants vulnerable due to their age are recognised may have difficulty arranging their removals. This scheme will continue to offer to arrange removals for those going into sheltered housing.	☐	☒	☐

	Applicants are encouraged to apply online for the initial Moving with Dacorum application form. Help can be provided to complete these by the pre-tenancy team.			
Disability (physical, intellectual, mental) <i>Refer to CIA Guidance Notes and Mental Illness & Learning Disability Guide</i>	Applicants are encouraged to apply online for the initial Moving with Dacorum application form. Applicants are assessed on suitability and there may grounds to refuse an application for disabilities irrespective of the need to move to adapted or general needs properties.	☒	☐	☐
Gender reassignment	The application for Help to Move is by a transfer application via the 'Moving with Dacorum' process. Information regarding gender reassignment does not form any part of the decision making, which is based on the respective housing requirements of the applicants wishing to move.	☐	☒	☐
Race and ethnicity	The application for Help to Move is by a transfer application via the 'Moving with Dacorum' process. Information regarding race and ethnicity does not form any part of the decision making, which is based on the respective housing requirements of the applicants wishing to move.	☐	☒	☐
Religion or belief	The application for Help to Move is by a transfer application via the 'Moving with Dacorum' process. Information regarding religion or belief does not form any part of the decision making, which is based on the respective housing requirements of the applicants wishing to move.	☐	☒	☐
Sex	The application for Help to Move is by a transfer application via the 'Moving with Dacorum' process. Information regarding gender does not form any part of the decision making, which is based on the respective housing requirements of the applicants wishing to move.	☐	☒	☐

Sexual orientation	The application for Help to Move is by a transfer application via the 'Moving with Dacorum' process. Information regarding sexual orientation does not form any part of the decision making, which is based on the respective housing requirements of the applicants wishing to move.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Not protected characteristics but consider other factors, e.g. carers, veterans, homeless, low income, loneliness, rurality etc.	<p>The application for Help to Move does not request information on income, carer status, veterans etc. The decision making is based on the respective housing requirements of the applicants wishing to move.</p> <p>We have recognised that some tenant's in isolated areas may be impacted by this scheme but the additional points will allow them to move</p> <p>We have recognised that some tenant's may have addictions or vulnerabilities that may be of detrimental for for removals that may not be paid to removal companies</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Negative impacts / outcomes action plan</p> <p>Where you have ascertained that there will potentially be negative impacts / outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.</p>				
<p>Action taken/to be taken</p> <p><i>(copy & paste the negative impact / outcome then detail action)</i></p>	Date	Person responsible	Action complete	
<p>Elderly applicants may have difficulty arranging their removals.</p> <p>DBC has retained tendered local Removal Companies for this eventuality.</p>	23/10/2019		<input checked="" type="checkbox"/>	

<p>Applicants are encouraged to apply online for the initial Moving with Dacorum application form.</p> <p>There are online facilities via local libraries that can assist and paper copies or appropriate format which can be posted out or available.</p> <p>The proposal of one specific Officer may also assist with completing forms</p>	23/10/2019		<input checked="" type="checkbox"/>
<p>Applicants are assessed on suitability and there may grounds to refuse an application for disabilities irrespective of the need to move to adapted or general needs properties.</p> <p>It is recognised that some properties cannot be adapted. Applicants are encouraged to move to a more suitable property and can still apply on the scheme.</p>	04/11/2019		<input type="checkbox"/>
<p>We have recognised that some tenant's in isolated areas may be impacted by this scheme.</p> <p>We run a choice based lettings scheme which does not entail applicants to be made to move but bid for properties</p>	04/11/2019		<input type="checkbox"/>
<p>We have recognised that some tenant's may have addictions or vulnerabilities that may be of detriment for removals that may not be paid to removal companies</p> <p>We could add an Officer decision clause to ensure payments are made direct to the removal company</p>	04/11/2019		<input type="checkbox"/>

	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>
If negative impacts / outcomes remain, please provide an explanation below.			
Completed by (all involved in CIA)	Sandra Mogan, Jackie St Clair Tracy, Adrian Hoole, Kevin Mutio, Paula Parkins, Gemma Baker		
Date	4 Nov 19		
Signed off by <i>(AD from different Directorate if being presented to CMT / Cabinet)</i>			
Date			
Entered onto CIA database - date			

To be reviewed by (officer name)	
Review date	