

Stafford Borough Council

Equality Impact Assessment Form (EIA)

See Guidelines on completing Equality Impact Assessment Forms

Equality Impact Assessment	
1	Title of Function or Policy to be assessed: Discretionary Housing Payment Policy
2	Date: October 2009
3	Name of Lead Officer: Cliff Craddock
4	EIA Team: Sue Pote
5	Head of Service: Bryan Law
6	Existing, new or review: Review
7	Set out the aims/objectives/purposes/outcomes of the function or policy, and give a summary of the service provided: The aims and objectives of this policy are to <ul style="list-style-type: none">• Reduce arrears and avoid deprivation• To safeguard accommodation• To help claimants through difficult personal events The people affected by this policy are <ul style="list-style-type: none">• Benefit claimants• Landlords• Council Tax Section• Housing Section The outcomes of this policy are to <ul style="list-style-type: none">• Safeguard residents in their accommodation• To alleviate poverty• To improve the collection of rent and council tax

If you have any queries about using Equality Impact Assessments, please contact:
Tracy Redpath on 01785 619195 or email: tredpath@staffordbc.gov.uk

8	Linked policies, functions: Are there any other functions, policies or services, which might be linked with this one for the purposes of this exercise?			
Yes - The calculation and payment of standard HB & CTB.				
9	Who is it intended to affect or benefit (the target population):			
The DHP Policy assists all customers through difficult events and personal crisis on a short term emergency basis				
The expansion of the European Union and recession have also seen an increase in benefit claims. The former is particular relevant to Stafford as there is a significant Eastern European presence within the local population.				
10	Within this table, state whether the policy or function will have a positive or negative impact across the following factors and provide any comments.			
		Positive Impact	Negative Impact	Comments
Age				No Known Concerns
Disability		Y		The Policy makes specific reference to disability as a key consideration
Gender				No Known Concerns
Race				No Known Concerns
Religion/belief				No Known Concerns
Sexuality				No Known Concerns
11	What evidence do you have for the statements you have made above?			
The DHP policy has no differential effect on gender. Both males and females have equal access to Benefits. Application forms ask for an individual's title, so gender is usually known, but the individual would be treated equally regardless of this.				
The Policy makes provision for various criteria to be considered but gender, race and religion would be not generally be considered.				

12. From evidence given at Q.11 what actions, if any, will you need to take against each of the following equality strands:

Disability: None

Race: None

Gender: None

Age: None

Religion/belief: None

Sexuality: None

13. Briefly explain how the policy or function contributes to Community Cohesion by answering the following questions:

- How will it provide equality of access to services, information and employment?
- Does it or could it celebrate diversity?
- Will it or could it promote good relationships within and between communities?
- How will it help to prevent social exclusion?
- Will it help to reintegrate those who have become excluded?
- How will it provide good quality, inclusive services?

The Policy will have a major effect on those sectors of the community that require financial assistance from the Council in relation to Housing Benefit and similar liabilities.

14. Consultation:

Describe what consultation has been undertaken on this function or policy, which was involved and the outcome.

There is currently insufficient information from consultations and therefore there is a need to have an on-going dialogue with

- Citizens Advice Bureau
- Welfare Rights Groups
- Social Services

All the above named groups have a legitimate interest in this policy, as do, the Housing Section at Stafford Borough Council.

The Service needs to continue to attend forums and to maintain regular consultations with these groups to maintain awareness and availability of the Benefit system.

Head of Service:

I am satisfied with the results of this EIA

*The findings will be referred to within Service Plans and targets built around these.

I agree to review the Action Plan after 12 Months

Signature of Head of Service:
Completion of the Toolkit:

Action Plan

Please list on this sheet the nature of any issues and any recommendation for actions that you plan to implement as a result of undertaking this Impact Assessment

Issue Identified	Action to be taken	Name Lead	Date to be Achieved
Lack of consultation with key Stakeholders	Stakeholder Matrix to be drawn up and consultation exercise undertaken.	Cliff Craddock	March 2010.

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