

# Equality Impact Assessment Form



<b>Directorate:</b> Place and Community	<b>Service:</b> Strategic Planning, Regeneration and Implementation
<b>Completed by:</b> Stephen Bengé	<b>Date:</b> 22/11/2019
<b>Subject Title:</b> Custom and Self Build Register	
<b>1. DESCRIPTION</b>	
Is a policy or strategy being produced or revised:	No
Is a service being designed, redesigned or cut back:	No
Is a commissioning plan or contract specification being developed:	No
Is a budget being set or funding allocated:	No
Is a programme or project being planned:	No
Are recommendations being presented to senior managers and/or Councillors:	Yes
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty ( <b>Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations</b> ):	Yes
Details of the matter under consideration:	Seeking approval to reduce the fee for people applying to join the West Lancashire Custom and Self Build Register.
<p><i>If you answered <b>Yes</b> to any of the above <b>go straight to Section 3</b></i>  <i>If you answered <b>No</b> to all the above <b>please complete Section 2</b></i></p>	
<b>2. RELEVANCE</b>	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	N/A
If <b>Yes</b> , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered <b>Yes</b> go to <b>Section 3</b></i>	N/A
If you answered <b>No</b> to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this form.</i>	N/A

### 3. EVIDENCE COLLECTION

Who does the work being carried out impact on, i.e. who is / are the stakeholder(s)?

The stakeholders who choose to get involved in this matter will be people wanting to build or to commission their own home. They would either live in West Lancashire or have a local connection (e.g. work here or have family here). These people could have any or none of the protected characteristics.

If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?

People using this service will be those who want to build or commission their own home.  
In terms of the groups with protected characteristics, there should be no particular group affected more than others, except perhaps for people with certain disabilities, a custom or self build (CSB) property is more suitable than a 'mainstream' house, and therefore this service is of the most benefit to that particular group.

Which of the protected characteristics are most relevant to the work being carried out?

Age  
Gender  
Disability  
Race and Culture  
Sexual Orientation  
Religion or Belief  
Gender Reassignment  
Marriage and Civil Partnership  
Pregnancy and Maternity

The presence or otherwise of any of these protected characteristics should have no bearing on whether or not a person is able to obtain a plot of land for a self or custom build property. As above, it may be the case that the characteristic of 'disability' is the most relevant.

### 4. DATA ANALYSIS

In relation to the work being carried out, and the service / function in question, who is actually or currently using the service and why?

At present, there are only two people on the Custom and Self Build Register (CSBR), both of whom joined in October 2019. These are adults with a local connection who want to build or commission their own property.

What will the impact of the work being carried out be on usage / the stakeholders?

By reducing the fee to join the CSBR, the possibility of finding a plot of land for a CSB property is increased. This can help people who have any or no protected characteristics.

What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?

A small number of people have expressed the opinion that the fee for joining the CSBR is high. One person was dissatisfied with lack of progress in finding a suitable plot. The proposed reduction in the fee should improve customer satisfaction in terms of fee levels.

What sources of data including consultation results have you used to analyse the impact of the work being carried out on users / stakeholders with protected characteristics?	As above, the number of people using this 'service' is minimal (three individuals over the past two years). As such, data analysis is of very limited value.
If any further data / consultation is needed and is to be gathered, please specify:	Equalities monitoring can take place of future users of this service if considered necessary, especially if the number of users increases as a result of the proposed lower fee.
<b>5. IMPACT OF DECISIONS</b>	
In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?	As stated above, the proposed change should result in the CSBR being more accessible to all, including those with protected characteristics. If these people go on to deliver CSB properties of their own, there is potential for there to be a positive impact in particular on people with certain disabilities.
<b>6. CONSIDERING THE IMPACT</b>	
If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).	It is not considered the proposed changes should have any negative impact.
What actions do you plan to take to address any other issues above?	N/A
<b>7. MONITORING AND REVIEWING</b>	
When will this assessment be reviewed and who will review it?	The SCBR is updated on an annual basis (end October each year). The need or otherwise for a review should become apparent at this time. Any necessary reviews will be undertaken by the Strategic Planning, Regeneration and Implementation Team.