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| **TITLE**  *Name / description of the issue being assessed* | | | Environmental Management Policy | | | | |
| **DATE**  *Date the DIA is completed* | | | First published September 2017  Reviewed July 2020 | | | | |
| **LEAD OFFICER**  *Name, title and dept of person responsible for carrying out the DIA*. | | | Katherine Bishop – Policy and Partnership Manager | | | | |
| 1. **Summary description of the proposed change**  * *What is the change to policy / service / new project that is being proposed?* * *How does it compare with the current situation?* | | | | | | | |
| The environmental management policy was due to be reviewed and has been updated to ensure that it reflects the councils working in partnership with NORSE to provide Estate Management services to both general needs and homes for independent living properties. There have been no significant policy changes. | | | | | | | |
| 1. **Summary of evidence used to support this assessment**  * *Eg: Feedback from consultation, performance information, service user records etc.* * *Eg: Comparison of service user profile with Medway Community Profile* | | | | | | | |
| Medway Council Landlord Services, in partnership with Norse Commercial Services, provides an Estate Warden Service to its’ flatted estates to maintain clean and attractive neighborhoods for tenants and residents to live in.  This policy applies to 1,164 (as at 03/11/17) residents who pay a service charge for estate services.  The Estate Champions provide feedback regarding any issues with Environmental management on the estates at each meeting.  Landlord Services hold six weekly operational meetings and quarterly strategic meetings with Norse Commercial Services in order to monitor the contract.  This policy was sent to the Estate Champions for online consultation on 2nd August and again at the Estate Champions meeting on 11October. Three responses were received; neither highlighted any adverse impact to protected characteristics due to the policy. | | | | | | | |
| What is the likely impact of the proposed change? *Is it likely to :*   * *Adversely impact on one or more of the protected characteristic groups?* * *Advance equality of opportunity for one or more of the****✓*** *protected characteristic groups?* * *Foster good relations between people who share a protected characteristic and those who don’t?* | | | | | | | |
| **Protected characteristic groups** | | **Adverse impact** | | | **Advance equality** | **Foster good relations** | |
| **Age** | |  | | |  |  | |
| **Disabilty** | |  | | |  |  | |
| **Gender reassignment** | |  | | |  |  | |
| **Marriage/civil partnership** | |  | | |  |  | |
| **Pregnancy/maternity** | |  | | |  |  | |
| **Race** | |  | | |  |  | |
| Religion/belief | |  | | |  |  | |
| **Sex** | |  | | |  |  | |
| **Sexual orientation** | |  | | |  |  | |
| **Other (eg low income groups)** | |  | | |  |  | |
| 1. **Summary of the likely impacts**  * *Who will be affected?* * *How will they be affected?* | | | | | | | |
| It has not been identified that this policy will have a negative impact on any protected characteristic. The policy will be applied generically to all of our tenants that receive an estate service.    There may be some disadvantage in general to tenants in blocks of flats or maisonettes that are unable to take their rubbish out for removal. However assistance is provided free to residents who, through illness or infirmity, are unable to put out their rubbish and do not have anyone else to help them. Residents are able to complete a form to request assistance on; http://www.medway.gov.uk/binsrubbishandrecycling/yourcollections.aspx . | | | | | | | |
| 1. **What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?**  * *Are there alternative providers?* * *What alternative ways can the Council provide the service?* * *Can demand for services be managed differently?* | | | | | | | |
| Complaints will be monitored to identify any trends and this DIA may need review if any negative trends are identified.  Regular estate inspections will be completed by Landlord Services in order to monitor the cleanliness of estates.  Customers will monitor the service through the Estate Champions scheme and an appointed Estate Champions attendance at six weekly operational monitoring meetings with Norse Commercial Services. | | | | | | | |
| Action plan  * *Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence* | | | | | | | |
| **Action** | | | | **Lead** | | | **Deadline or review date** |
| Conduct consultation with estate champions via email. | | | | Community Development Officer | | | 16/08/17 Completed |
| Second round of consultation with estate champions. | | | | Community Development Officer | | | 11/10/17 Completed |
| Review DIA following consultation with the Customer Sounding Board. | | | | Policy and Partnership Manager | | | 20/10/17 Completed |
| Monitor Complaints to identify any negative trends with regards to the Environmental Management Policy | | | | Policy and Partnership Manager | | | Ongoing |
| Recommendation *The recommendation by the lead officer should be stated below. This may be:*   * *to proceed with the change, implementing the Action Plan if appropriate* * *consider alternatives* * *gather further evidence*   *If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.* | | | | | | | |
| To proceed with the implementation of the revised policy. | | | | | | | |
| Authorisation *The authorising officer is consenting that:*   * *the recommendation can be implemented* * *sufficient evidence has been obtained and appropriate mitigation is planned* * *the Action Plan will be incorporated into the relevant Service Plan and monitored* | | | | | | | |
| **Authorising Officer** | **Mark Breathwick** | | | | | | |
| **Date** |  | | | | | | |