

Diversity impact assessment

TITLE
Name/description of the issue being assessed

Temporary Decant (temporary re-housing) policy

DATE
Date the DIA is completed

6th February 2018

LEAD OFFICER
Name and title of person responsible for carrying out the DIA.

Katherine Bishop – Policy and Partnership Officer

- 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 Temporary Decant Policy has been created to cover situations where one or more tenants of Medway Council are required to move out of their home on a temporary basis, to enable repairs to be carried out that cannot be carried out with the tenants in occupation.

The policy is intended to cover situations where the tenant is required to vacate their home temporarily, but for periods longer than 2 weeks.

- 2 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*

Current number of lead tenants 2989 (as of 22.01.2018).

In the last 12 months there has only been 3 temporary decants from council properties. Only 1 of these was placed into council accommodation.

The Draft Temporary Decant Policy was placed online for customer consultation and reviewed by tenant consultation groups to provide feedback, prior to publication. There was no objection to the policy.

- 3 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? (insert ✓ in one or more boxes)*

Protected characteristic groups	Adverse impact	Advance equality	Foster good relations
Age	✓		
Disability	✓		
Gender reassignment			

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Marriage/civil partnership

Pregnancy/maternity ✓

Race

Religion/belief

Sex

Sexual orientation

Low income groups ✓

4 Summary of the likely impacts

- *Who will be affected?*
- *How will they be affected?*

All tenants could potentially be affected by the Decant Policy and may feel concerned that they will be relocated to a property that may not meet their requirements.

Tenants who are elderly, have a disability, are pregnant, recently had a baby, or families with children may be adversely affected by the requirement to decant from their property, due to their individual property requirements such as adapted housing that maybe required.

Tenants that are currently under-occupying may feel that they are disadvantaged as they will generally be offered a property that meets the household's current needs (i.e. a smaller property), rather than that of the current property size.

Financial concerns, such as the cost of moving to a new property may affect tenants who are on low incomes.

5 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?*

Although adverse impacts have been identified in the DIA. The Decant policy details the following actions that will be taken to mitigate the adverse impacts.

Consultation and Information

Affected tenants will be consulted in detail on their requirements. In particular where a tenant has special circumstances that need to be taken into consideration.

A variety of methods of communication and consultation will be used, which will include letters, leaflets and meetings, and also include websites, email and social media where appropriate.

The Housing Officer will act as the main point of contact for the tenant throughout the process and will provide up to date information, and assistance where required.

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Disturbance Expense and Payments

To ensure tenants are not at a financial disadvantage expenses will be reimbursed promptly, subject to necessary proofs, receipts etc.

Removals to both temporary accommodation and back to the property will be paid for by Medway Council.

Reasonable expenses will be met by Medway Council. Expenses will be reimbursed promptly – subject to necessary proofs, receipts etc. This ensures tenants are not out of pocket for any longer than necessary.

Claims for reimbursement must be within 28 calendar days of the expenditure being incurred.

Disturbance payments cover 'reasonable expenses' involved in moving. There is no minimum of maximum amount in law for disturbance payments. Examples of reasonable expended include;

- Removal costs
- Temporary storage of possessions and furniture
- Redirection of post
- Disconnection and reconnection of appliances and utilities
- Replacing (or re-sizing) flooring, carpets and curtains
- Redecoration
- Installation of disability adaptations.

Type of property offered

Suitable properties will always be identified from within Medway Council's own stock wherever possible.

Properties offered for a temporary decant will generally be on a 'like for like' basis with the tenants main home. Tenants will be required to sign a Temporary Rehousing Agreement.

Tenants that are currently under-occupying will generally be offered a property that meets the households current needs (ie smaller), but will retain the right to return to their original home once the works are complete.

Tenancy Status

Tenants will have the right to return to their original home once works are complete. There maybe occasions where this is not possible. In these circumstances, options will be explored with the tenant.

In some cases, on completion of the works to the original property, the tenant may request to remain in the decant property on a permanent basis. Such requests will be considered by the Head of Housing Management as a Management Move and will be discretionary. If a permanent move is authorised, no further costs in relation to the decant will be payable.

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6 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
To consult with Tenants regarding Decant Policy	Housing Manager	March 2018 Completed
To review feedback and adapt policy if required.	Housing Manager	March 2018 Completed
To publish and implement the Decant Policy.	Housing Manager	April 2018

7 The recommendation by the lead officer should be stated below. This may be:

- *to proceed with the change, implementing 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.

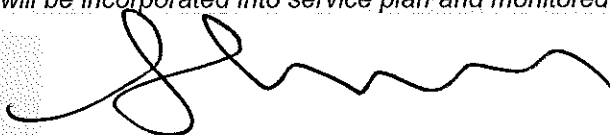
The recommendation is to proceed with implementing the Decant and complete any actions identified.

8 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 service plan and monitored*

Authorising Officer



Marc Blowers
Head of Housing Management

Date

3 - 5 - 18

Contact your Performance and Intelligence hub for advice on completing this assessment

RCC: phone 2443 email: annamarie.lawrence@medway.gov.uk

C&A: (Children's Social Care) contact your normal P&I contact

C&A (all other areas): phone 1481 email: paddy.cahill@medway.gov.uk

BSD: phone 2472/1490 email: corppi@medway.gov.uk

PH: phone 2636 email: david.whiting@medway.gov.uk

Send completed assessment to the Corporate Performance & Intelligence Hub (CPI) for web publication (corppi@medway.gov.uk)