Diversity Impact Assessment

# DIA Details

Title: Guest Room Booking Policy

Date: Published in January 2019, Reviewed in September 2021.

Lead Officer: Katherine Bishop – Policy and Partnerships Manager

# Summary description of the proposed change

* What is the change to the policy/service/new project that is being proposed?
* How does it compare with the current situation?

The Guest Room Booking Policy has been reviewed and has been updated to ensure that it reflects the current process.

# Summary of evidence used to support this assessment

* E.g., feedback from consultation, performance information, service user records etc.
* E.g., comparison of service user profile within Medway Community Profile

There are 8 Homes for Independent Living Schemes.

There are 280 tenants in the schemes.

# 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 group | Adverse impact | Advance equality | Foster good relations |
| --- | --- | --- | --- |
| Age |  | ***✓*** | ***✓*** |
| Disability | ***✓*** |  |  |
| Gender reassignment |  |  |  |
| Marriage/civil partnership |  |  |  |
| Pregnancy/maternity |  |  |  |
| Race |  |  |  |
| Religion/belief |  |  |  |
| Sex |  |  |  |
| Sexual orientation |  |  |  |
| Other (e.g. low income groups) |  |  |  |

# Summary of the likely impacts

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

The Guest Room Policy advanced equality through age and fosters good relations by allowing family members to facilitate guest rooms. Children under the age of 18 years are able to stay in the guest room with an adult guest. Allowing family members to stay in the facilities strengthens intergenerational links and aims to prevent social isolation of Homes for Independent Living Tenants.

6 schemes out of 8 have guest rooms with limited cooking facilities and bathroom access away from the room.

The guest rooms are priced between £12 and £18 per scheme, to allow for guests on lower incomes to stay at the schemes. Upon requesting a room, guests would be advised of differing room availability and corresponding rates at each scheme.

There are currently no disabled facilities in any of the Homes for Independent Living Guest Rooms.

Smoking is prohibited in the guest rooms, although guests may smoke in the Homes for Independent Living relative’s room, with permission of the tenant.

# 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?

Whist there are currently no disabled facilities available in any of the Homes for Independent Living guest rooms, all the communal toilets are suitable for disabled people.

# Action plan

Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence.

| Action | Lead | Deadline/review date |
| --- | --- | --- |
| Monitor complaints to identify concerns with regards to the Guest Room Booking Policy. | HFIL Team leader | October 2022 |
| Consider providing disabled facilities in future to ensure the needs of disabled guests are met. | HFIL Team leader | October 2022 |

# 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
* Gain further evidence

If the recommendation is to proceed with eh change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

It is recommended to continue to complete the items in the action plan and continue to implement the Guest Room Booking 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: October 2020