

# Diversity impact assessment

**TITLE**  
*Name/description of the issue being assessed*

Permanent Decant policy

**DATE**  
*Date the DIA is completed*

27<sup>th</sup> November 2018

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

Katherine Bishop – Business Development 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 Permanent Decant Policy has been created to cover situations where one or more tenants of Medway Council are required to permanently move out of their home due to the redevelopment, disposal, or change of use of a property or block.

**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 2964 (as of 27.11.2018).

In the last 12 months there has only been 1 permanent decant from one council property to another Council property.

**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			
Marriage/civil partnership			
Pregnancy/maternity	✓		
Race			

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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 Permanent 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.

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.

#### **Statutory Home Loss Payments**

Subject to certain eligibility criteria, when a tenant is required to move home on a permanent basis, they are entitled to a statutory Home Loss Payment. This is prescribed in law under the Land Compensation Act 1973 and the amount is reviewed annually. This will assist households that feel financially disadvantaged by being decanted.

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## **Disturbance Expense and Payments**

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

Removals to new properties 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
- Redirection of post
- Disconnection and reconnection of appliances and utilities
- Replacing (or re-sizing) flooring, carpets and curtains
- Redecoration
- Installation of disability adaptations.
- Reasonable requests for minor alterations

## **Type of property offered**

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

Properties offered for permanent decant will generally be on a 'like for like' basis with the tenants main home.

## **Tenancy Status**

The type of tenancy offered will reflect the tenancy held at the time the decant takes place.

## **6 Action plan**

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

<b>Action</b>	<b>Lead</b>	<b>Deadline or review date</b>
To consult with Tenants regarding Decant Policy	Housing Manager	November 2018
To review feedback and adapt policy if required.	Housing Manager	January 2019
To publish and implement the Decant Policy.	Housing Manager	January 2019

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**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 Permanent Decant Policy 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

29-11-18

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

RCC:	phone 2443	email: <a href="mailto:annamarie.lawrence@medway.gov.uk">annamarie.lawrence@medway.gov.uk</a>
C&A: (Children's Social Care)	contact your normal P&I contact	
C&A (all other areas):	phone 1481	email: <a href="mailto:paddy.cahill@medway.gov.uk">paddy.cahill@medway.gov.uk</a>
BSD:	phone 2472/1490	email: <a href="mailto:corppl@medway.gov.uk">corppl@medway.gov.uk</a>
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Send completed assessment to the Corporate Performance & Intelligence Hub (CPI) for web publication ([corppl@medway.gov.uk](mailto:corppl@medway.gov.uk))