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| **TITLE**  *Name / description of the issue being assessed* | | | Health & Safety Policy | | | | |
| **DATE**  *Date the DIA is completed* | | | First Published January 2019  Reviewed December 2019 | | | | |
| **LEAD OFFICER**  *Name, title and dept of person responsible for carrying out the DIA*. | | | Katherine Bishop – Policy and Performance 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 policy outlines the way in which Medway Council (the Council) Landlord Services will develop and embed Health and safety procedures for staff and residents within Homes for Independent Living Schemes. | | | | | | | |
| 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* | | | | | | | |
| |  |  | | --- | --- | | **Disability Type** | **Count of people** | | Mobility Issues | 22 | | Mental Health | 8 | | Unseen Impairment | 12 | | Learning Difficulty | 8 | | cLiteracy | 5 | | Visual | 11 | | | | | | | | |
| 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?* | | | | | | | |
| This policy will be applied to all residents equally, but whilst not specifically targeted at any protected characteristic it is recognised that some aspects of policy could adversely impact on some of the groups.  The policy will advance equality by ensuring that all residents are aware of the health and procedures whilst living in the Homes for Independent Living Schemes.  Some residents may feel disadvantaged that they are unable to use the communal kitchen without a Scheme Support Officer on site, but this is for the benefit of all residents’ safety within the schemes.  Vulnerable residents will need additional support and advice regarding Health and Safety, as there maybe difficulty in interpreting, or accessing Health and Safety information.  Those with learning difficulties or visual impairments or for tenants whose first language is not English may find it difficult to read the policy. | | | | | | | |
| 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?* | | | | | | | |
| The council will address needs of vulnerable residents in relation to Health and Safety by identifying all tenants that are at risk. To ensure the safety of residents, Scheme Support Officers in HIL schemes carry out various Health and Safety checks within the schemes including but not limited to;  •checking first aid and spillage kits compliance  •checking Personal Emergency Evacuations Plans are up to date;  •regularly testing scheme alarms such as pull cords and fire call – points.  Vulnerable resident’s health and safety needs will be identified and incorporated within their individual support plans.  The Council will take particular care to ensure that residents whose first language is not English have access to clear and understandable Health and Safety information.  Housing Officers will work with tenants with a disability to ensure that they are aware of appropriate Health and Safety and evacuation procedures and routes when signing up to the property. | | | | | | | |
| 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 monitor complaints to identify any Health and Safety policy to identify any trends. | | | | Housing Manager | | | Ongoing |
| At pre tenancy stage tenants for who English is not their first language should be identified. Health and Safety information should be provided to the tenant in writing, in their own language & recorded against the tenancy, when they occupy. | | | | Housing Manager | | | Ongoing |
| As part of the ‘sign up’ process, tenants will be made aware of the conditions of their tenancy which include the expectation to keep communal areas clear as per the Management of Fire Risks in Communal Areas Policy. | | | | Housing 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.* | | | | | | | |
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| 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** |  | | | | | | |