

**Start date**    23/02/23

**Part A**

**Initial Impact Assessment**

**Proposal name**    PSR Housing Project

**Brief aim(s) of the proposal and the outcome(s) you want to achieve**

The PSR Housing Project will permit Housing & Neighbourhoods to:

- enable foundational information and system elements required to implement their strategies and those of the Operational Services portfolio;
- transform their customer experience;
- create efficiencies through improvements to their digital applications and practice models helping to achieve the HRA 30 Year Plan.

The project brings together 8 key housing systems into one - NEC Housing. The new system is highly configurable and will provide a single view of Housing data.

**Proposal type**

**Budget**     **non-Budget**    If Budget, entered on Q Tier?     **Yes**     **No**

Q Tier reference    0014068700001

**Year of proposal (s)**

21/22     22/23     23/24     24/25     other

**Decision Type**

- Committee (select below)**
- Adult Health and Social Care Policy Committee
- Communities, Parks and Leisure Policy Committee
- Economic Development and Skills Policy Committee
- Education, Children and Families Policy Committee
- Housing Policy Committee
- Strategy and Resources Policy Committee
- Transport, Regeneration and Climate Policy Committee
- Waste and Street Scene Policy Committee
- Regulatory Committees (e.g. Licensing Committee)
- Other Policy Committee or sub-Committee
- Local Area Committees

**Leader**

**Executive Director/Director**

**Officer Decisions (Non-Key)**

**Council (e.g. Budget and Housing Revenue Account)**

**Lead Committee Member**    Douglas Johnson

**Lead Director for Proposal**    Ajman Ali

**Person filling in this EIA form**

Helen Wallis

**Equality Lead Officer**

Louise Nunn

### Lead Equality Objective

<input checked="" type="radio"/> Understanding Communities	<input type="radio"/> Workforce Diversity	<input type="radio"/> Leading the city in celebrating & promoting inclusion	<input type="radio"/> Break the cycle and improve life chances
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## Portfolio, Service and Team

**Lead Portfolio**

Operational Services

**Is this Cross-Portfolio?**

Yes  No

**Is the EIA joint with another organisation (eg NHS)?**

Yes  No

Please specify

## Consultation

**Is consultation required?**

Yes  No

**If consultation is not required please state why**

The proposal will have no major impact on equality – it will enable the Housing Service to progress various strategic initiatives which will have undergone consultation where appropriate.

**Are Staff who may be affected by these proposals aware of them?**

Yes  No

**Are Customers who may be affected by these proposals aware of them?**

Yes  No

**If you have said no to either please say why**

We have spoken to customer representatives throughout the project including:

- Reports to the Housing and Neighbourhoods Advisory Panel
- Report to Housing and Neighbourhood Partnership Group
- Focus groups with tenant representatives and people requesting rehousing
- Recipients of the Tenant Newsletter
- Followers of the Housing & Neighbourhoods Facebook page

The customer-facing elements of the proposal (new online portal) will be publicised to all customers closer to implementation of Phase 1 once the design has been finalised in order to best manage expectations and encourage channel shift from Day 1.

## Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

## Identify Impacts

**Identify which characteristic the proposal has an impact on tick all that apply**

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input checked="" type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Partners
<input type="radio"/> Race	<input type="radio"/> Cohesion
<input type="radio"/> Religion/Belief	<input checked="" type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input checked="" type="radio"/> Other

## Cumulative Impact

**Does the proposal have a cumulative impact?**

- Yes       No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

**Does the proposal have a geographical impact across Sheffield?**

- Yes       No

*If Yes, details of geographical impact across Sheffield*

**Local Area Committee Area(s) impacted**

- All       Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

The project has identified only minor impacts on equality in the following areas:

Disability – the new system is browser-based allowing for the use of a variety of assistive technologies; it is also highly configurable which will support continuous improvement during the lifetime of the system to keep the user interface elements aligned with the latest guidance on accessibility.

Poverty & Financial Inclusion – the new system will provide customers with a single view of their housing-related financial obligations; this improved transparency will also streamline the pathways to the financial support offered by the Council.

Other – the configurability of the system and the 'data quality by design' approach means that we can ensure customers are accurately represented with respect to various equality characteristics (age, race, religion/belief, sex, sexual orientation) as required by government returns.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Initial Impact Sign Off

**EIAs must be agreed and signed off by an Equality lead Officer. Has this been signed off?**

Yes  No

Date agreed

Name of EIA lead officer

## Part B

### Full Impact Assessment

#### Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes       No      *if Yes, complete section below*

#### Staff

Yes       No

#### Customers

Yes       No

#### Details of impact

**Comprehensive Health Impact Assessment being completed**

Yes       No

*Please attach health impact assessment as a supporting document below.*

**Public Health Leads has signed off the health impact(s) of this EIA**

Yes     No

**Name of Health  
Lead Officer**

#### Age

**Impact on Staff**

Yes     No

**Impact on Customers**

Yes       No

#### Details of impact

## Disability

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

## Pregnancy/Maternity

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

## Race

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

## Religion/Belief

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

## Sex

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

**Details of impact**

**Sexual Orientation**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Gender Reassignment (Transgender)**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Carers**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

## **Voluntary, Community & Faith sectors**

### **Impact on Staff**

Yes       No

### **Impact on Customers**

Yes       No

### **Details of impact**

## **Partners**

### **Impact on Staff**

Yes       No

### **Impact on Customers**

Yes       No

### **Details of impact**

## **Cohesion**

### **Staff**

Yes       No

### **Customers**

Yes       No

### **Details of impact**

## **Poverty & Financial Inclusion**

### **Impact on Staff**

Yes       No

### **Impact on Customers**

Yes       No

### **Please explain the impact**



**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Other**

*Please specify*

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

## Action Plan and Supporting Evidence

**What actions do you need to take following this EIA?**

**What evidence have you used to support the info in the EIA?**

### Detail any changes made as a result of the EIA

**Following mitigation is there still significant risk of impact on a protected characteristic.**    Yes       No

**If yes, the EIA will need corporate escalation? Please explain below**

## Sign Off

**EIAs must be agreed and signed off by an Equality lead Officer. Has this been signed off?**

Yes                       No

Date agreed

Name of EIA lead officer

**Review Date**