

Equality Impact Assessment

Introduction

An Equality Impact Assessment (EqIA) is a method for assessing the effects or impacts of a council policy or function on removing barriers to equality.

The Equality Act 2010 includes a public sector equality duty which requires public authorities to try and eliminate discrimination; advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it and promote equality and good relations across a range of protected characteristics.

The protected characteristics are:

Age	Disability	Gender Reassignment
Marriage and civil partnership	Pregnancy and maternity	Race
Religion or belief (including lack of belief)	Sex	Sexual orientation

An EqIA should be completed with the full range of protected characteristics considered during the initial stages of developing new strategies, policies, functions or services, prior to starting a procurement exercise and before decisions are made.

Examples of when an EqIA should be completed are:

<ul style="list-style-type: none">Any proposals to introduce or add to a service	<ul style="list-style-type: none">Any proposals to adopt policy priorities, strategies and plans
<ul style="list-style-type: none">Any proposals to remove, reduce or alter a service	<ul style="list-style-type: none">Changes to staffing structure where groups of employees are likely to be negatively affected
<ul style="list-style-type: none">Any new policies or changes to policies	<ul style="list-style-type: none">Any proposals in relation to procured or commissioned services

Stage 1 - Equality Screening

Whenever a policy/service or function is reviewed, changed, developed or removed an initial equality impact assessment stage 1 will need to be undertaken. This is a screening template and will help establish whether a full assessment is needed. This should be done at an early stage of the process so that it is part of policy development.

Stage 2 – Equality Impact Assessment

This is the full EqIA and seeks to identify the equality considerations that have been taken into account including any mitigating actions proposed and ensures decisions are based on evidence. The EqIA will need to be agreed with the appropriate Head of Service or Director and should be included on the decision making report, along with commentary on the assessment in the main body of the report.

STAGE 1 – Equality Screening

1. Identify the policy, project, function or service change

a. Person responsible for this EqIA

Officer responsible: Jayne Gilpin	Service Area: Revenues and Benefits
Title: Head of Revenues and Benefits	Date of assessment: 18/02/2026
Signature: Jayne Gilpin	

b. Is this a policy, function, strategy, service change or project?

Policy

If other, please specify:

c. Name of the policy, function, strategy, service change or project

Crisis and Resilience Fund Housing Payments

Is this new or existing? Is changing

Please specify reason for change or development of policy, function, strategy, service change or project

The existing policy is Discretionary Housing Payments. This scheme is being replaced by the Housing Payment strand in the Crisis and Resilience Fund from April 2026 and the new policy needs to be implemented to reflect the change

d. What are the aims, objectives and intended outcomes and who is likely to benefit from it?

Aims:	The Crisis and Resilience Fund Housing Payments policy will replace Discretionary Housing Payments from April 2026. The policy is broadly the same and has been updated to reflect the name change
Objectives:	The Crisis and Resilience Fund Housing Payments Policy will set out the basis for considering and awarding Housing Payments
Outcomes:	<p>Crisis and Resilience Fund Housing Payments will provide financial support towards housing costs as detailed in the policy but will seek to</p> <ul style="list-style-type: none"> • Alleviate poverty • prevent homelessness • supporting people to secure sustainable and affordable accommodation • supporting people who out of necessity are temporarily occupying accommodation which is unaffordable from their benefits, such as foster carers between fostering placements • helping applicants through personal crisis and challenging life events

Benefits:	By implementing the policy the council will be able to continue to provide financial assistance with housing costs to those eligible to be considered and in need of support

e. What are the expected impacts?

Are there any aspects, including how it is delivered or accessed, that could have an impact on the lives of people, including employees and customers.	Yes
Do you expect the impacts to be positive or negative?	Positive

Please provide an explanation for your answer:

The policy ensures that eligibility criteria is applied fairly and consistently so that the most vulnerable residents including those with Protected Characteristics receive support

If your answer to question e identified potential positive or negative impacts, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

f. Identify next steps as appropriate

Stage Two required	Yes
Owner of Stage Two assessment	Jayne Gilpin
Completion date for Stage Two assessment	18/02/2026

Please forward this completed form to [add email address] and move on to Stage 2 if required.

2. Engagement and consultation

The best approach to find out if a policy etc, is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those equality groups.

a. Research and evidence

List below any data, consultations (previous, relevant, or future planned), or any relevant research, studies or analysis that you have considered to assess the policy, function, strategy, service change or project for its relevance to equality.

b. Consultation

Has any consultation be conducted?

No

This is not required by the Council as previous consultation had been carried out by Central Government who oversee the guidance

3. Assessment

a. Assessment of impacts

For each characteristic, please indicate the type of impact (positive – contributes to promoting equality or improving relations within an equality group, neutral – no impact, negative – could disadvantage them).

Please use the description of impact box to explain how you justify the impact and include any data and evidence that you have collected from surveys, performance data or complaints to support your proposed changes

Protected Characteristic	Specific Characteristic	Impact	Description of impact	Mitigating Action
AGE	Older people (60+)	Neutral	There are no specific impacts to this group as a result of the proposed policy.	All ages of applicant can be considered
	Younger People (16-25)	Neutral	There are no specific impacts to this group as a result of the proposed policy	All ages of applicant can be considered
	Children (0-16)	Neutral	There are no specific impacts to this group Children cannot directly apply for an award	Applications from families with children can be considered
DISABILITY A definition of disability under the Equality Act 2010 is available here . <i>See also carer responsibilities under other considerations.</i>	Physical disability	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Sensory Impairment (sight, hearing)	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Mental health	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Learning Disability	Neutral	There are no specific impacts to this group as a result of the proposed policy	
GENDER REASSIGNMENT		Neutral	There are no specific impacts to this group as a result of the proposed policy	
MARRIAGE & CIVIL PARTNERSHIP	Women	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Men	Neutral	There are no specific impacts to this group as a result of the proposed policy.	
	Lesbians	Neutral	There are no specific impacts to this group as a result of the proposed scheme for 2025/26.	
	Gay Men	Neutral	There are no specific impacts to this group as a result of the proposed policy	
PREGNANCY & MATERNITY	Women	Neutral	There are no specific impacts to this group as a result of the proposed policy	
RACE* Further information on the breakdown below each of	White	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Mixed or multiple ethnic groups	Neutral	There are no specific impacts to this group as a result of the proposed policy.	

these headings, is available here . For example Asian, includes Chinese, Pakistani and Indian etc	Asian	Neutral	There are no specific impacts to this group as a result of the proposed scheme for 2025/26.	
	African	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Caribbean or Black	Neutral	There are no specific impacts to this group as a result of the proposed policy.	
		Neutral	There are no specific impacts to this group as a result of the proposed policy.	
RELIGION & BELIEF** A list of religions used in the census is available here	See note	Neutral	There are no specific impacts to this group as a result of the proposed policy.	
SEX (GENDER)	Men	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Women	Neutral	There are no specific impacts to this group as a result of the proposed policy.	
	Trans Men	Neutral	There are no specific impacts to this group as a result of the proposed policy.	
	Trans Women		There are no specific impacts to this group as a result of the proposed policy.	
SEXUAL ORIENTATION	Heterosexual	Neutral	There are no specific impacts to this group as a result of the proposed policy.	
	Lesbian	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Gay	Neutral	There are no specific impacts to this group as a result of the proposed policy	
	Bisexual/Pansexual	Neutral	There are no specific impacts to this group as a result of the proposed policy	
Other considerations				
Socio-economic factors (income, education, employment, community safety & social support)		Positive and negative	The scheme will consider the applicant's household, income and expenditure and each case will be treated on its own merits.	This is replicating the previous Discretionary Housing Payments scheme

Rurality i.e. access to services; transport; education; employment; broadband		Neutral		
Other (e.g. caring responsibilities)		Neutral		

* To keep the form concise, race has not been included as an exhaustive list, please augment the list above where appropriate to reflect the complexity of other racial identities.

** There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions in the census is available [here](#)

4. Outcomes, Action and Public Reporting

a. Please list the actions identified through the evidence and the mitigating action to be taken.

Action	Target completion date	Lead Officer
No actions have been identified		

b. Public reporting

All completed EqIA's are required to be publicly available on the Council's website once they have been signed off. EqIA's are also published with the papers for committee and full council decisions.

Please send completed EqIA's to [email address]

5. Monitoring outcomes, evaluation and review

The Equalities Impact Assessment is not an end in itself but the start of a continuous monitoring and review process. The relevant Service or Lead Officer responsible for the delivery of the policy, function or service change is also responsible for monitoring and reviewing the EqIA and any actions that may be taken to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from Corporate Policy and Governance will be available to provide support and guidance, please email xxxx if you have any questions.

6. Change log

Name	Date	Version	Change
Jayne Gilpin	18/02/2026	1.0	