

London Borough of Southwark

Appendix 1

Communal Ventilation Systems to the council's housing portfolio: Equality Needs & Impact Analysis

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Guidance notes

Things to remember

Under the Public Sector Equality Duty (PSED) public authorities are required to have due regard to the aims of the general equality duty when making decisions and when setting policies. Understanding the effect of the council's policies and practices on people with different protected characteristics is an important part of complying with the general equality duty. Under the PSED the council must ensure that:

- Decision-makers are aware of the general equality duty's requirements
- The general equality duty is complied with before and at the time a particular policy is under consideration and when a decision is taken.
- They consciously consider the need to do the things set out in the aims of the general equality duty as an integral part of the decision-making process.
- They have sufficient information to understand the effects of the policy, or the way a function is carried out, on the aims set out in the general equality duty.
- They review policies or decisions, for example, if the make-up of service users' changes, as the general equality duty is a continuing duty.
- They take responsibility for complying with the general equality duty in relation to all their relevant functions. Responsibility cannot be delegated to external organisations that are carrying out public functions on their behalf.
- They consciously consider the need to do the things set out in the aims of the general equality duty not only when a policy is developed and decided upon, but when it is being implemented.

Best practice guidance from the Equality and Human Rights Commission recommends that public bodies:

- Consider all the [protected characteristics](#) and all aims of the general equality duty (apart from in relation to marriage and civil partnership, where only the discrimination aim applies)
- Use equality analysis to inform policy as it develops to avoid unnecessary additional activity.
- Focus on the understanding the effects of a policy on equality and any actions needed as a result, not the production of a document.
- Consider how the time and effort involved should relate to the importance of the policy to equality.
- Think about steps to advance equality and good relations as well as eliminate discrimination.
- Use good evidence. Where it isn't available, take steps to gather it (where practical and proportionate)
- Use insights from engagement with employees, service users and others can help provide evidence for equality analysis.

Equality analysis should be referenced in community impact statements in Council reports. Community impact statements are a corporate requirement in all reports to the following meetings: the cabinet, individual decision makers, scrutiny, regulatory committees and community councils. Community impact statements enable decision makers to identify more easily how a decision might affect different communities in Southwark and to consider any implications for equality and diversity.

The public will be able to view and scrutinise any equality analysis undertaken. Equality analysis should therefore be written in a clear and transparent way using plain English. Equality analysis may be published under the council's publishing of equality information, or be present with divisional/departmental/service business plans. These will be placed on the website for public view under the council's Publications Scheme.

Equality analysis should be reviewed after a sensible period of time to see if business needs have changed and/or if the effects that were expected have occurred. If not then you will need to consider amending your policy accordingly. This does not mean repeating the equality analysis, but using the experience gained through implementation to check the findings and to make any necessary adjustments.

Engagement with the community is recommended as part of the development of equality analysis. The council's Community Engagement Division and critical friend, the Forum for Equality and Human Rights in Southwark can assist with this (see section below on community engagement and www.southwarkadvice.org.uk)

Whilst the equality analysis is being considered, Southwark Council recommends considering health and wellbeing implications, as health and health inequalities are strongly influenced by the

environment we live and work in. As a major provider of services to Southwark residents, the council has a legal duty to reduce health inequalities and this is reflected in its values and aims. For this reason, the council recommends considering health & wellbeing impacts in all equality analyses, not forgetting to include identified potential mitigating actions.

Section 1: Equality analysis details

Proposed policy/decision/business plan to which this equality analysis relates	Equality analysis author	Strategic Director, Department & Division	Period analysis undertaken	Date of review (if applicable)	Signed off Position & Date
GW3 Communal Ventilation Maintenance, repair, and replacement.	Michael O'Driscoll	Hakeem Osinaike (Strategic Director of Housing)	September 2024	N/A	Stuart Davis, Director of Asset Management, [Date]

Section 2: Brief description of policy/decision/business plan

1.1 Brief description of policy/decision/business plan

Currently the council's housing department are responsible for ensuring that foul air is removed from enclosed bathrooms and toilets, this is to ensure that foul smells, damp and mould buildup is prevented. Building Safety requirements to prevent fire spread via the communal ventilation ductwork has become a major factor. It is anticipated that this will produce more demands on the budget going forward, via requests to install fire dampening valves and the cleaning of ductwork.

Section 3: Overview of service users and key stakeholders consulted

2. Service users and stakeholders	
Key users of the department or service	Key stakeholders were/are involved in this policy/decision/business plan
This is expected to impact every housing resident whose home is attached to a communal ventilation system, which includes SHU's.	Residents and Council Housing officers (Fire Safety Team / Building Safety Team)

Section 4: Pre-implementation equality analysis

This section considers the potential impacts (positive and negative) on groups with 'protected characteristics', the equality information on which this analysis is based and any mitigating actions to be taken

The first column on the left is for societal and economic issues (discrimination, higher poverty levels) and the second column on the right for health issues, physical and mental. As the two aspects are heavily interrelated it may not be practical to fill out both columns on all protected characteristics. The aim is, however, to ensure that health is given special consideration, as it is the council's declared intention to reduce health inequalities in the borough. The Public Health Team can assist with research and data.

Age - Where this is referred to, it refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds)

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
<p>This service has a positive overall impact on vulnerable residents (elderly), as it enables the safe occupation of homes supplied with new air.</p>	<p>The inhalation of mould spores causes negative health issues and can lead to additional strain on local NHS services. A fully functional ventilation system will contribute to a healthier living environment.</p>

Disability - A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
<p>The Service provides a positive impact, providing continual air extraction contributing to a healthier living environment.</p>	<p>This service provision provides a positive impact to people with respiratory complaints.</p> <p>A number of systems are within our Sheltered Housing stock, where various residents have a range of respiratory issues.</p>

Marriage and civil partnership – In England and Wales marriage is no longer restricted to a union between a man and a woman but now includes a marriage between same-sex couples. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples and must be treated the same as married couples on a wide range of legal matters. (Only to be considered in respect to the need to eliminate discrimination.)

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
This service provision has a neutral impact people in Marriage and civil partnership, as it does not specifically effect this group.	This service provision has a neutral impact people in Marriage and civil partnership, as it does not specifically effect this group.

Pregnancy and maternity - Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)

<p>The Service provides a positive impact, providing continual air extraction contributing to a healthier living environment.</p>	<p>The Service provides a positive impact, providing continual air extraction contributing to a healthier living environment. Without this service there is the possibility of mould spores forming, which could have a detrimental affect to the pregnancy or health of the child.</p>
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Race - Refers to the protected characteristic of Race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins. N.B. Gypsy, Roma and Traveller are recognised racial groups and their needs should be considered alongside all others Potential impacts (positive and negative) of proposed policy/decision/business plan Potential health impacts (positive and negative)

<p>Potential impacts (positive and negative) of proposed policy/decision/business plan</p>	<p>Potential health impacts (positive and negative)</p>
<p>This service provision has a neutral impact on race, as it does not benefit people of any specific race, as it does not specifically effect this group</p>	<p>This service provision has a neutral impact on race, as it does not benefit people of any specific race, as it does not specifically effect this group</p>

Religion and belief - Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally,

a belief should affect your life choices or the way you live for it to be included in the definition.

Potential impacts (positive and negative) of proposed policy/decision/business plan

Potential health impacts (positive and negative)

This service provision has a neutral impact on religion or belief, as it does not benefit people of any specific religion or belief.

This service provision has a neutral impact on religion or belief, as it does not benefit people of any specific religion or belief.

Sex - A man or a woman.

Potential impacts (positive and negative) of proposed policy/decision/business plan

Potential health impacts (positive and negative)

This service provision has a neutral impact on sex, as it does not benefit people of any specific sex.

This service provision has a neutral impact on sex, as it does not benefit people of any specific sex.

Sexual orientation - Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
<p>This service provision has a neutral impact on Sexual orientation, as it does not benefit people of any specific Sexual orientation.</p>	<p>This service provision has a neutral impact on Sexual orientation, as it does not benefit people of any specific Sexual orientation.</p>

Socio-economic disadvantage – although the Equality Act 2010 does not include socioeconomic status as one of the protected characteristics, Southwark Council recognises that this continues to be a major cause of inequality in the borough. Socio economic status is the measure of an area's, an individual's or families economic and social position in relation to others, based on income, education, health, living conditions and occupation.

Potential impacts (positive and negative) of proposed policy/decision/business plan	Potential health impacts (positive and negative)
<p>This service is deemed to have a positive impact on the characteristic of socio-economic status in relation to quality of life,</p>	<p>This service is deemed to have a positive impact on the characteristic of socio-economic status in relation to quality of life,</p>

as this service aids in the provision of higher quality air in homes.	as this service aids in the provision of higher quality air in homes.
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Human Rights

There are 16 rights in the Human Rights Act. Each one is called an Article. They are all taken from the European Convention on Human Rights. The Articles are the right to life, Freedom from torture, inhuman and degrading treatment, Freedom from forced labour, Right to Liberty, Fair trial, Retrospective penalties, Privacy, Freedom of conscience, Freedom of expression, Freedom of assembly, Marriage and family, Freedom from discrimination and the First Protocol

Potential impacts (positive and negative) of proposed policy/decision/business plan
<p>With the prospect of an ageing population, one potential impact is that mould could have a detrimental effect on resident's health. A fully functional ventilation system will contribute to a healthier living environment and will assist in preventing condensation and mould.</p> <p>New Building safety legislation requires that the Council reduces the risk of fire spread in buildings. The upgrading of systems and continual maintenance (cleaning ducts etc), will assist in reducing the risk to the Council, which could be substantial.</p>

Information on which above analysis is based
<p>Approved Document F of the Building Regulations for Ventilation provides guidance on building ventilation and the requirements to provide indoor air quality within buildings. It covers all forms of ventilation including mechanical, passive stack, natural & purge (rapid). The purpose is to improve air quality and avoid the growth of mould, which is highly toxic</p>

and damaging to health. “The aim of requirement F1(1) is to protect the health of occupants of the building by providing adequate ventilation”.

The analysis of information has also been based upon experience built upon during the course of the existing contract.

Mitigating actions to be taken

N/A

Section 5: Further actions and objectives

Further actions

Based on the initial analysis above, please detail the key mitigating actions or the areas identified as requiring more detailed analysis.

Number	Description of issue	Action	Timeframe
1	The refurbishment and cleaning of the communal ventilation requirement will be assessed by Council officers.	Continuous review of this service and upkeeping	Case by base basis as issues are highlighted.

Equality objectives (for business plans)

Based on the initial analysis above, please detail any equality objectives that you will set for your division/department/service. Under the objective and measure column please state whether this objective is an existing objective or a suggested addition to the Council Plan.

Objective and measure	Lead Officer	Current performance (baseline)	Targets	
			Year 1	Year 2

Health objectives (for business plans)

Based on the initial analysis above, please detail any health objectives that you will set for your division/department/service. Under the objective and measure column please state whether this objective is an existing objective or a suggested addition to the Council Plan.

Objective and measure	Lead Officer	Current performance (baseline)	Targets	
			Year 1	Year 2