

Sandwell Homes

Background

An Equality Impact Assessment is an improvement tool. It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identifying and recording gaps and actions.

Legislation - Equality duty:

As a social housing service provider, Sandwell Homes has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- ✓ Eliminate discrimination, harassment and victimisation
- ✓ Advance Equality of Opportunity
- ✓ Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex
9. Sexual orientation

What is prohibited?

1. Direct discrimination, including by association and perception.
2. Indirect discrimination – now covers all characteristics.
3. Pregnancy and maternity discrimination.
4. Harassment.
5. Third party harassment.
6. Discrimination arising from disability.
7. Duty to make reasonable adjustments.

Equality Impact Assessment

Sandwell Homes

If you require assistance completing this assessment, contact the Equality Team on: 6384 / 6030

1	<p>Title of Function/ Policy/ Procedure/ Service to be assessed: Tenant Involvement and Empowerment Local Standard</p>
	<p>Type of policy, function, procedure, service: Existing New/proposed <input checked="" type="checkbox"/> Changed</p>
	<p>Who has been involved in writing/reviewing this policy/procedure/function? Derek Fletcher</p> <p>Were any customers/employees/equality groups involved in writing/reviewing this policy/function/procedure/service? Tenants from the Policy and Monitoring Panel (PAM)</p>
2	<p>Lead Officer for this assessment: Derek Fletcher</p>
3	<p>Officers assisting with this assessment: Humaa Noori</p>
4	<p>Executive Director: Adrian Scarrott</p>
5	<p>Date completed: 21st January 2011</p>

The Impact Assessment	
6	<p>Policy / Function: (summarise the aims, objectives and purpose of the function or policy and service provided)</p> <ol style="list-style-type: none"> 1. Customer service, choice and complaints 2. Involvement and Empowerment 3. Understanding and responding to the diverse needs of our tenants. <p>What specific groups is this policy designed to benefit /affect? (e.g., employees, people with disabilities, young people, tenants, residents)</p> <p>All tenants</p> <p>What other policies/procedures/functions relate to/impact on this policy?</p> <ol style="list-style-type: none"> 1. Tenant Involvement Strategy 2. Tenant Participation Agreement

7	<p>What existing information / data do you have on the community/equality groups in relation to this service/policy/function/procedure? (customer profiles, service reports, customer feedback, complaints etc)</p> <p>Information through the Getting to Know You survey. Details on who attend our conferences and events etc.</p> <p>If none, what data do you need to collate?</p> <p>Not applicable</p>
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8	<p>What does this information/data tell you? (Are there any gaps, trends, issues?)</p> <p>We do not know at this moment as the information has yet to be collected and analysed.</p>
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In light of the data and your own knowledge and awareness, please identify whether the policy has a positive, negative or neutral impact on the groups specified below, in relation to equal access. (please refer to the general duties on the front page)

	Positive Impact	Negative Impact	Comments / Concerns (please identify data used when making judgement)	Actions (Also include in your unit plan)
Age (younger/older)	✓		Positive that we have a standard to engage with all groups. Positive that we now have measurable targets against each strand as detailed in the standard.	We know that the current involvement structure is not representative but it will be addressed through the standard
Disability (e.g. physical / sensory / unseen)	✓		As above	As above
Gender/Sex (women/men)	✓		As above	As above
Transgender	✓		As above	As above
Race, Ethnicity, Culture (Asian, Black, Chinese, White, Mixed, Travellers and gypsies, other)	✓		As above	As above
Religion / Belief	✓		As above	As above
Sexuality (lesbian, gay, bisexual)	✓		As above	As above
Other protected groups: pregnancy & maternity, marriage and civil partnerships	✓		As above	As above
Other socially excluded groups (e.g., deprivation, low literacy, carers)	✓		As above	As above

	Evidence of Discrimination? (Is the service being delivered the way the policy / procedure / function states it should be?)				
10	Is there any evidence of discrimination against the following groups: please refer to the guidance on the front page				
		Yes	No ✓	Don't Know	Please give details: <ul style="list-style-type: none"> • Obvious – e.g. cases / complaints against your organisation , consultation • Non-Obvious – potential evidence of indirect / institutional discrimination: - statistical profiles / user information / commissioned research etc
	Age				No evidence of discrimination but we recognise past weakness in collecting diversity data. This has now been addressed.
	Disability				As above
	Gender				As above
	Transgender				As above
	Race, Ethnicity, Culture				As above
	Religion / Belief				As above
	Sexuality				As above
	Other protected groups				As above
Other socially excluded groups				As above	
	Monitoring:				
11 a.	How do you monitor equality within this service to ensure all groups listed receive an equal service? E.g. access to service/ satisfaction (please explain)				
	Age	See response to question 10			
	Disability	See response to question 10			
	Gender	See response to question 10			
	Transgender	See response to question 10			
	Race, Ethnicity, Culture	See response to question 10			
	Religion, Belief	See response to question 10			
	Sexuality	See response to question 10			

	Other protected groups	See response to question 10
	Other socially excluded groups	See response to question 10
b.	<p>What do you do with the data – how will it be used?</p> <p>Nothing at present but information collected from the standard will be used in future to target under-representation.</p>	
c.	<p>Do you need to involve and engage with service users in addressing any issues relating to discrimination/adverse impacts, as identified in Q's 9 or 10? (provide details)</p> <p>No wide extensive consultation undertaken.</p>	
d.	<p>Do you need to alter the policy / function to incorporate under-represented groups? (provide details)</p> <p>No.</p>	
e.	<p>Do you need to develop Positive Action to help under-represented groups overcome barriers (this can range from public relations & marketing to specific targeted programme of activities? (provide details)</p> <p>Yes – specific targets as shown in the standard.</p>	
f.	<p>Will there be any specific improved service outcomes for groups/partners as a result of this assessment?</p> <p>More diverse and representative involvement.</p>	
	<p>Public Relations:</p>	
12	<p>How will the following know about this assessment: Intranet/Internet</p> <p>Service users / general public _____</p> <p>Employees _____</p> <p>Partners _____</p>	

	<p>How are you going to share positive outcomes / findings of this assessment? (add to action plan)</p> <ol style="list-style-type: none"> 1. Publicity (Homelife/E-zine) 2. Scrutiny panel 3. Housing Service Panels
	<p>Actions</p> <ol style="list-style-type: none"> 1. Complete the attached action plan addressing any issues / concerns identified in this assessment. 2. If there are any actions arising from this Impact Assessment you will need to complete the assessment again once the actions have been completed, to ensure that all adverse impacts, barriers, issues have been addressed. (See Action Plan)
13	<p>Signed (Lead Officer): </p>
14	<p>Date: 21st January 2011</p>
	<p>Conclusion: (to be completed by the <u>Executive Director</u>)</p>
15	<p>I agree / disagree with this assessment / action plan</p>
16	<p>If <i>disagree</i>, state action/s required, reasons and details of who is to carry them out with timescales:</p>
17	<p>Signed (Executive Director): Adrian Scarrott</p>
18	<p>Date: 21/2/2011</p>

Please send completed & signed assessment to: The Equality Team

Equality Impact Assessment Action Plan

Please ensure these actions are also included in your service unit plan and progress is monitored regularly
(YOU WILL NEED TO COMPLETE A NEW ASSESSMENTS ONCE THE ACTIONS HAVE BEEN COMPLETED)

Policy / Function: Tenancy and Empowerment Local Standard

Question No. (Ref)	Action Required	Lead Officer	Person Responsible	Target Date	Progress
8	Analyse equality information	Derek Fletcher	Community Involvement team	April 2011	
11	Analyse equality information	Derek Fletcher	Community Involvement team	April 2011	To target under-representation
General	Conduct a new impact assessment when all actions have been completed		Community Involvement team	April 2011	

Are there any actions within the action plan that need to be included in any other service area action plans?