

APPENDIX 13 – EQUALITY IMPACT ASSESSMENT : SCREENING PRO FORMA

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| Section | Economic Development | Officer responsible for the screening/scoping | | Chris Mansfield | |
| Name of Policy to be assessed | ASSET MANAGEMENT FRAMEWORK FOR PROPERTY ASSETS | Date of Assessment | 29/07/2010 | Is this a proposed new or existing policy/procedure/practice? | New |
| 1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice? | | The document sets out a policy framework for Guildford Borough Council to manage its property portfolio in line with its strategic objectives. It includes policies to manage its assets, review and challenge the rationale for the continuing ownership of the assets the Council holds, and a disposal strategy to identify which assets no longer meet their requirements and options for what to do with them. The framework applies to all non-housing stock assets. | | | |
| 2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain. | | To comply with government advice on good practice for managing property assets and to make the Council's asset management framework transparent. | | | |
| 3. Who is intended to benefit from this policy and in what way? | | Councillors, officers and members of the public. The policy will ensure an effective use of resources to support the Borough residents and local businesses. | | | |
| 4. What outcomes are wanted from this policy/procedures/practice? | | Openness and transparency and consistency when considering the ownership and management of Council owned land. A framework of factors to be considered before embarking on a particular course of action in respect of asset classification, valuation, how to best manage Council owned assets and disposal. | | | |

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| 5. What factors/forces could contribute/detract from the outcomes? | Lack of agreement by Councillors, Management Team and tenant's ? | | |
| 6. Who are the main stakeholders in relation to the policy? | Councillors, officers and members of the public. | | |
| 7. Who implements the policy, and who is responsible for the policy? | Councillors and officers responsible for the policy framework and its implementation. | | |
| 8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups? | | No | The policy would ensure compliance with the Council's adopted Equalities Policy |
| What existing evidence (either presumed or otherwise) do you have for this? | In circumstances where decisions are being made over how to manage or dispose of an asset, it is essential that the criteria do not include any assessment linked to any of the equality strands of race, age, disability, gender, sexuality or religion. It is incumbent of the Council to guard against this when making decisions about its property. An example would be for instance making decisions on community-type property assets, the use of a property may attract interest related to race, age, disability, gender, sexuality or religion. The Council will ensure that people are aware that they can have relevant documents translated into another language when English is not their first language | | |
| 9. Are there concerns that the policy <u>could</u> have a differential impact due to gender? | | No | |
| What existing evidence (either presumed or otherwise) do you have for this? | | | |
| 10. Are there concerns that the policy <u>could</u> have a differential impact due to disability? | Yes | | |

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| <p>What existing evidence (either presumed or otherwise) do you have for this?</p> | <p>See 8 above. In relation to disability issues, the content of the Council's Access Strategy 2004 will be taken into account. The Council will ensure that blind or partially sighted people are aware that they can have relevant documents converted into alternative formats.</p> | | |
| <p>11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?</p> | <p>Y</p> | | |
| <p>What existing evidence (either presumed or otherwise) do you have for this?</p> | <p>See 8 above</p> | | |
| <p>12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?</p> | <p>Y</p> | | |
| <p>What existing evidence (either presumed or otherwise) do you have for this?</p> | <p>See 8 above</p> | | |
| <p>13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?</p> | <p>Y</p> | | |
| <p>What existing evidence (either presumed or otherwise) do you have for this?</p> | <p>See 8 above</p> | | |
| <p>14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?</p> | | <p>N</p> | |
| <p>What existing evidence (either presumed or otherwise) do you have for this?</p> | <p>See 8 above</p> | | |

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| 15. | Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past? | | N | |
| | What existing evidence (either presumed or otherwise) do you have for this? | See 8 above | | |
| 16. | Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual? | | N | |
| | What existing evidence (either presumed or otherwise) do you have for this? | See 8 above | | |
| 17. | Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice? | | N | |
| 18. | Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason? | | N | |
| Business improvement | | | N | |
| 19. | Is there any concern that there are unmet needs in relation to any of the above groups? | | | |
| 20. | Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)? | | N | |

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| 21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency? | | N | | | | | | | | |
| 22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality? | | N | | | | | | | | |
| 23. Should the policy proceed to a full equality impact assessment? | | N | <p>0 – no possible relevance or adverse impact</p> <p>1 – extremely low relevance and adverse impact</p> <p>2 – relatively low relevance and adverse impact</p> <p>3 – medium relevance and adverse impact</p> <p>4 – relatively high relevance and adverse impact</p> <p>0–8 points low adverse impact, no need for full EIA</p> <p>9–17 points medium adverse impact, full EIA required</p> <p>18–24 points high adverse impact, full EIA required</p> | | | | | | | |
| | | | Age | Disability | Gender | Race | Sexuality | Religion | Total | Impact |
| | | | 1 | 1 | 1 | 1 | 1 | 1 | 6 | LOW |
| 24. If No, are there any changes required to the policy to improve it around the equality agenda? | The policy framework requires all decisions on the management of Council assets to be in accordance with the Council's corporate objectives. | | | | | | | | | |

Signed completing officer)

Date July 2010

Signed

(Head of Section)

Date

Countersigned

(member of Equality Action Group)

Date July 2010