

Screening/Scoping Pro Forma

Section	Neighbourhood and Housing Management Services Resident Involvement		Officer responsible for the screening/scoping	David Bartlett and Steve Epsom		
Name of Policy to be assessed	Provision of overall services		Date of Assessment	Summer 2008	Is this a proposed new or existing policy/procedure/practice?	Existing
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?	To provide a range of opportunities for council tenants, leaseholders and Shared Owners to try to influence policies and practices effecting their homes and the areas in which they live					
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	To offer a limited service to other residents wishing to work with GBC and /or their landlord					
3. Who is intended to benefit from this policy and in what way?	Council tenants, leaseholders and Shared Owners GBC Other residents of Guildford					
4. What outcomes are wanted from this policy/procedures/practice?	Meeting Government requirements Increase level of customer satisfaction with services provided					
5. What factors/forces could contribute/detract from the outcomes?	Willingness of tenants and other residents to become involved					
6. Who are the main stakeholders in relation to the policy?	GBC staff Council tenants, leaseholders and shared owners Other statutory and voluntary agencies			7. Who implements the policy, and who is responsible for the policy?	Implements Should be part of the role of all staff Resident Involvement Manager Responsible Head of N and HMS Neighbourhood Manager Resident Involvement Manager	
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?	Y					

<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>Possibility that small size of these groups within our stock and lack of information may hid problems. Need to ensure that BME tenants are aware that they can be come involved and that they are encouraged to do so. Awareness of the profile of those who currently get involved would help to ensure that the views of BME are included.</p>	
<p>9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?</p>	<p>N</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>Opportunities are available to both men and women to get involved and there are no obvious barriers. Awareness of the profile of those who get involved would help to ensure that the views of both men and women are properly taken into account.</p>	
<p>10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?</p>	<p>Y</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>50% of our tenants have said in surveys they consider themselves to be disabled. This does not appear to be reflected in the numbers currently actively involved.</p>	
<p>11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?</p>	<p>N</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>There is no reason to suppose that there is a differential impact on these grounds but as no data exists on the sexuality of tenants and it is not possible to be certain.</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>Because there is a disproportionate number of tenants who are middle aged or elderly, there is the potential for the views of younger tenants to be subjugated</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>There are many more middle aged and elderly than young people working with us and it will be important to ensure that the views of tenants of different ages are properly taken into account</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>N This is of particular concern in the case of tenants of minority (in the UK) religious beliefs whose voices, without some positive action, may not be heard.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>However We are aware of a lack of information on tenant membership of faith groups and a possible lack of staff knowledge on different faiths</p>	

14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?		N	Providing a range of opportunities to get involved ensures that people with carer responsibilities are not excluded
What existing evidence (either presumed or otherwise) do you have for this?	Data is not held on tenants who have carer responsibilities		
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?	Data is not consistently available on tenants who are ex-offenders		
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?	Data is not available on tenants who are transgender		
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?	Y	N	This is potentially so if all tenants across all the equality strands are not given opportunities/encouraged to become involved and have their views known. This may require positive action to ensure a full range of views
18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?	Y	N	Potentially where the purpose is to ensure all types of views are put across to avoid the majority view being accepted as the standard.

<p>Business improvement</p> <p>19. Is there any concern that there are unmet needs in relation to any of the above groups?</p>	<p>Y</p>	<p>N</p>	<p>On the grounds that it is not certain that the views of people from across the six equality strands are being voiced and taken into account.</p>
<p>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</p>	<p>Y</p>	<p>N</p>	<p>There is the potential for double disadvantage where a person fits into more than one of the equality strands.</p>
<p>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</p>		<p>N</p>	
<p>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?</p>	<p>Y</p>		<p>During the early part of 2009 we will be carrying out a tenant profile survey as considered by the Govt to be best practice.</p> <p>The main limitation on the value of this will be the willingness of those receiving the survey to complete and return forms giving personal information including their name and address.</p> <p>Consideration will be given to taking steps to ensure that the views of people from across the six equality strands are heard and taken into account.</p>

23. Should the policy proceed to a full equality impact assessment?		N	Yes	No
24. If No, are there any changes required to the policy to improve it around the equality agenda?		The results of the tenant profile will assist in this decision but, beforehand, steps to ensure a wide representation of views will ensure that changes meet the needs of all groups so far as reasonably practicable		

Signed
(Completing officer)

Date March 2009

Signed
(Head of Section)

Date

Countersigned
HR Representative:

Date March 2009