



AVHL Equality Impact Assessment (EIA) Template

1. Details

Division	Corporate Services
Team	BICI Team
Lead Person (Owner)	Tenant Scrutiny Steering Group (supported by Sarah Lockwood)
Date of EIA	

2. Is this a:

Strategy <input type="checkbox"/>	Policy <input type="checkbox"/>	Service <input type="checkbox"/>	Function <input type="checkbox"/>	Other, please specify Code of Conduct
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3. Is it:

New <input checked="" type="checkbox"/>	Proposed <input type="checkbox"/>	Already exists but is being reviewed <input type="checkbox"/>
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4. Members of assessment team

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Dot Scahill	Tenant	SSG
Pamela Toohey	Tenant	SSG
Jennie Vaughan	Tenant	SSG
Margaret Bunt	Tenant	SSG
Madeleine Ullah	Tenant	SSG
Joyce Hutchinson	Tenant	SSG
Rachel Vernelle	Independent	Independent Tenant Advisor
Ian Montgomery	AVHL	Supporting officer
Sarah Lockwood	AVHL	Equality Advisor

5. What is the aim of the strategy/policy/service?

The Code of Conduct for the Tenant Scrutiny Panel provides an outline to panel members of what is expected of them in terms of behaviour, both on a personal basis and how they should work collectively as a group.
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6. Will the strategy/policy/service directly affect stakeholders? (e.g. service users, customers, contractors, Board members)

Yes No

If you have answered no to question 6 there is no need to carry out the full impact assessment. However you must get questions 1-7 signed off by the Service Improvement Officer.

If you have answered yes to question 6, you must continue to complete to full EIA.

7. Think about what evidence you already have that will help you to decide how your strategy/policy/service etc. affects different groups. E.g. Have you had any complaints of discrimination about the service/policy etc? Do customer satisfaction surveys tell you that some groups are more or less satisfied than others? Look at the data that tells you who is using your service, is there a particular group that tends not to use your service? Have you done any consultation about your service/policy strategy and what has this told you?

The Code of Conduct includes a requirement

- Use no abusive, racist or sexist language or any other discriminatory behaviour; And
- To collectively challenge discriminatory language or behaviour

8. What are the desired outcomes for the end user?

That all panel members and anybody involved with the scrutiny panel feel free from discrimination and can work part of a productive, respectful and fair environment

9. Would the service user/member of staff receive a different outcome if they shared any of the following protected characteristics?

Age <input type="checkbox"/> for example would you receive a different outcome according to your age? N/A	Disability <input type="checkbox"/> for example would you receive a different outcome if you had a disability or impairment? N/A	Gender reassignment <input type="checkbox"/> for example would you receive a different outcome if you were transgender? N/A
Marriage & civil partnership <input type="checkbox"/> for example would you receive a different outcome if you were married or in a civil partnership? N/A	Pregnancy & maternity <input type="checkbox"/> for example would you receive a different outcome if you were pregnant or on maternity leave? N/A	Race <input type="checkbox"/> for example would you receive a different outcome according to your race? N/A
Religion or belief <input type="checkbox"/> for example would you receive a different outcome according to your religion or belief? N/A	Sex <input type="checkbox"/> for example would you receive a different outcome according to whether you are male or female? N/A	Sexual orientation <input type="checkbox"/> for example would you receive a different outcome according to your sexual orientation, i.e. depending on whether you are gay, lesbian, heterosexual or bisexual? N/A

10. If you have marked any of the boxes in question 9, will that outcome be adverse/negative?

Yes No

11. You now need to consider whether or not you can justify any negative outcomes. Complete the action plan below to demonstrate how you intend to overcome or justify any adverse impact.

Action	Timescale	Measure/Justification	Lead person
Ensure that details of the Code of Conduct are looked into as part of the training e.g. what could be perceived as discriminatory behavior	Jan 2012	Sufficient training around discrimination and respect has been included in the SP members induction	SSG

12. Remember, where there is little or no evidence as part of question 7, you should consider doing some consultation with the stakeholders that it is likely to affect. Add this to your action plan if this is what you intend to do.

13. Governance & Ownership- state here who has approved the action plan

Name	Job Title	Date
Sarah Lockwood	Involvement & Improvement Officer	6 Oct 2011

14. Publishing

Date signed off by E Project Team/Service Improvement Officer	6 October 2011
Date published	6 October 2011