

Screening/Scoping Pro Forma

Section	Neighbourhood and Housing Management Services Estate Management	Officer responsible for the screening/scoping	David Bartlett and Steve Epsom		
Name of Policy to be assessed	Provision of overall service	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?	Deal with tenancy and leasehold management and monitoring services provided on our housing estates				
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	No				
3. Who is intended to benefit from this policy and in what way?	Tenants, leaseholders Other residents living on the estates				
4. What outcomes are wanted from this policy/procedures/practice?	Well maintained estates. To provide places and environments were people want to live. To reduce levels of anti social behaviour				
5. What factors/forces could contribute/detract from the outcomes?	Efficient responses from internal and external partners				
6. Who are the main stakeholders in relation to the policy?	GBC Tenants and leaseholders Private residents Other statutory agencies	7. Who implements the policy, and who is responsible for the policy?	Implements Section Manager and staff Other agency and council staff Responsible Head N and HMS Neighbourhood Manager Team Leader		
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?		N			
What existing evidence (either presumed or otherwise) do you have for this?	<i>Is the service aware of the ethnicity of its tenants and leaseholders? Are the numbers of BME tenants representative of the numbers in the community? Has the service sought the views of those that are of minority ethnic origin? Is there any evidence of hate crime against these people on ethnic grounds?</i>				

9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	N	
What existing evidence (either presumed or otherwise) do you have for this?		<i>Is there a disproportionate number of complaints about/from men or women? Is there any evidence of fear of crime on the part of women tenants/leaseholders? Is there any evidence of anti-social behaviour towards women? What issues have tenant surveys revealed that may be gender related?</i>
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	N	
What existing evidence (either presumed or otherwise) do you have for this?		<i>Are there issues reported related to access, disabled adaptations, lack of service for the disabled including transportation? Are the disabled reasonably well integrated into housing communities? What has the service done to ensure that disabled people are welcomed as active members of the community?</i>
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	N	
What existing evidence (either presumed or otherwise) do you have for this?		<i>The service is not aware of the sexual orientation of its tenants/leaseholders but is there any evidence of homophobic incidents?</i>
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	N	
What existing evidence (either presumed or otherwise) do you have for this?		<i>Are elderly tenants/leaseholders more likely to be the victims of crime and/or anti-social behaviour? What issues have tenant surveys identified that may be age related?</i>
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	N	
What existing evidence (either presumed or otherwise) do you have for this?		<i>The service may be aware, but only in a minority of cases, of the religion of tenants/leaseholders but is there evidence of crime and/or anti-social behaviour on religious grounds.</i>

<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><i>Are there any consistent issues related to single parent families or those who are caring for elderly residents?</i></p>	
<p>15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?</p>	<p>N</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p><i>This may depend upon the nature of former offences with a particular concern being about sex offenders – real of imagined. Again, is there any evidence about such issues?</i></p>	
<p>16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?</p>	<p>N</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p><i>Presumably the service has no knowledge of such cases which are going to be few if at all.</i></p>	
<p>17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?</p>	<p>N</p>	
<p>18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</p>	<p>N</p>	

<p>Business improvement</p> <p>19. Is there any concern that there are unmet needs in relation to any of the above groups?</p>		N	
<p>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</p>	Y		<p>Lack of information on individual tenants. It is hoped this will be partly met by the tenants profiling exercise that is due to be carried out next year</p>
<p>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</p>	Y		
<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><i>The emphasis for the response to this question may be more about what the service can do (if anything) to promote equity and to encourage good relations between different equality groups.</i></p>

23. Should the policy proceed to a full equality impact assessment?	Y		Yes	No
		24. If No, are there any changes required to the policy to improve it around the equality agenda? Improve data collection on equality profile of tenants, the views of tenants and of incidents involving tenants.		

Signed
(Completing officer)

Date March 2009

Signed
(Head of Section)

Date

Signed
HR Representative

Date March 2009