

Equality Impact Assessment (EIA) Form **'Knowing your customers needs'**

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 local authority who provides services to the public, Melton 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 (when providing services)
5. Pregnancy and maternity (when providing services)
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.

Title of the policy	Solar Panel Installation
Is it new or exiting?	New
Date	07/02/12
Officer undertaking EIA	Martyn Bowen
Who else is involved in undertaking this assessment?	

1. Overview of policy/function being assessed

A. Outline: What is the purpose of this policy? (specify aims and objectives)
Consider the installation of Solar PV panels on Council properties
B. What specific groups are the policy designed to affect/impact?
The proposal is designed for council tenants, however, as the initiative is 'property' led it takes no account on the vulnerability of the tenant/occupier of the home.
C. Which groups have been consulted as part of the creation or review of the policy?
Tenants have been consulted through their tenant representative group TFEC. In addition TFEC undertook their own customer survey of tenants and received 585 replies.

2. What we already know and where there are gaps

A. What existing information/data do you have/monitor about different diverse groups in relation to this policy? This could consist of previous EIA's, reports, consultation, surveys, demographic profiles etc.
Ethnicity: partial information is known due to revised application forms Religion: partial information is known due to revised application forms Sexual Orientation: partial information is known due to revised application forms Disability: partial information is known due to revised application forms Age: Yes Gender: Yes Transgender: partial information is known due to revised application forms Other (Civil partnerships/marriage, pregnancy and maternity, offenders, priority neighbourhoods):
B. What does this information/data tell you about diverse groups? If you do not hold or have access to any data/information on certain/all diverse groups, what do you need to begin collating/monitoring? (please list)
The age and gender profiles have not highlighted any specific diverse group that may impacted, however, this is in the assumption that all properties maybe affected by this proposals, as this is not the case impacts have been identified in section 4

The revised application forms and the way the council records contact with the council will progressively increase the information we hold around diverse groups.

3. Do we need to seek the views of others and if so, who?

A. In light of the answers you have given in question 2, do you need to consult with specific groups? If not please explain why.

There will be a number of vulnerable tenants due to age and disability who will not receive the benefits from this proposal and further consultation will be required.

4. Assessing the impacts

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative on the groups specified and whether there is evidence of discrimination. Provide an explanation for your decisions. (please refer to the general duties on the front page)				
<u>Diversity Groups</u>	<u>Positive impacts</u> Intentional / Unintentional	<u>Negative impacts</u> Intentional / Unintentional	Is there evidence of direct/indirect discrimination?	<u>Comments/explanation</u> Use data to evidence
Age		As the proposals are property related the current 'list' of properties that may benefit from this are mainly from the 'general need' category, therefore do not include sheltered schemes and other supported housing, which vulnerable tenants with disabilities or due to their fragility and age reside in.		
Disability (physical, visual, hearing, learning disability, mental health)		As the proposals are property related the current 'list' of properties		

		that may benefit from this are mainly from the 'general need' category, therefore do not include sheltered schemes and other supported housing, which vulnerable tenants with disabilities or due to their fragility and age reside in.		
Gender / Sex			No evidence has been identified	
Religious Belief			No evidence has been identified	
Racial Group			No evidence has been identified	
Sexual Orientation			No evidence has been identified	
Transgender			No evidence has been identified	
Other protected groups (pregnancy & maternity, marriage & civil partnership)			No evidence has been identified	
Other socially excluded groups (low literacy, offenders, priority neighbourhoods, etc)				
All				

5. Action Plan

Please include any identified concerns/actions/issues in this action plan: <i>The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan</i>			
Question Number (Ref)	Action	Responsible Officer	Target Date
3 & 4	To look at other energy initiatives that is not dependant on the property, so that vulnerable tenants can also benefit from initiatives looking to tackle fuel poverty.	Martyn Bowen	June 2012

6. Who needs to know about the outcomes of this assessment and how they will they be informed

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Internally (employees & EIA Scrutiny group)	Housing Repairs Contract task group/CSA committee	Published on the council's internal drive and website
Externally (service users, stakeholders etc)	TFEC	Published on the council's internal drive and website
Others		
To ensure ease of access, what other communication needs/concerns are there?		

7. Conclusion (to be completed and signed by the [Head of Service](#))

Please delete as appropriate
I agree / disagree with this assessment / action plan
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Head of Service):
Date:

8. Internal Scrutiny (to be completed and signed by an independent [member of the third tier manager group](#))

Please delete as appropriate
I agree / disagree with this assessment
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:
Signed (third tier manager):
Date:

[Please ensure that this EIA is publicised on the Internet](#)