

## Initial Equality Impact Assessment

### Stage One

This document is designed to identify if the service, strategy, policy, procedure or working practice in question is discriminatory against any particular social group.

<b>Name of service, strategy, policy, procedure or working practice</b>	<b>Landlords Gas Safety Inspection No Access Procedure</b>
<b>Manager completing Assessment</b>	<b>Graham French</b>
<b>Date of EIA</b>	<b>19/9/2008</b>

#### Part 1

#### About the service, strategy, policy, procedure or working practice

**1. What are the aims, objectives and purpose of the policy / procedure / strategy / working practice or service?**

To ensure a standard approach is taken to achieve access to domestic properties for the completion of legislative inspection of council owned gas appliances and installations.

**2. What is the policy / procedure / strategy / working practice or service going to achieve?**

Create a significant reduction in both the timescale and the documentation required to complete the access procedure.

**3. Who will be the main beneficiaries of the policy/ procedure/ strategy / working practice or service?**

The organisation will benefit through both the increased control maintained during the procedure. Customers will benefit from a reduction in the confusing array of paperwork.

**4. Who are the main interested parties in the policy/ procedure/ strategy/ working practice or service? (I.e. stakeholders / Board Members / Staff?)**

All parties will be interested in the procedure.

**5. Who will the service, strategy, policy, procedure or working practice affect?**

The service will affect customers, STH R & M Gas Section staff, ASB Team and the gas contractor.

**6. Has the service, strategy, policy, procedure or working practice been explained to those that it may affect directly or indirectly?**

Yes, the changes have been communicated to STH staff affected, ASB Team, Gas Contractor and Customers.

**7. Has consultation occurred?**

Yes. Consultation has occurred with the ASB team and the whole systems review team.

**Please complete the following table.**

Where appropriate please comment on the following situations if or how they apply to the particular social groups outlined.

**a)** The service, strategy, policy, procedure or working practice could have a **positive impact** on any of the social groups listed. Or promotes equality and improves relations within a particular social group or across a number of them.

**b)** The service, strategy, policy, procedure or working practice could have a **negative impact** on any of the social groups listed. By this we mean discriminatory towards them.

**Please note:** if the negative impact is high then a Full Equality Impact Assessment should be carried out.

<b>Equality strand</b>	<b>Any Impact?</b>	<b>Positive Impact? High / Low</b>	<b>Negative Impact? High / Low</b>	<b>Justifiable? i.e. Positive Action</b>	<b>Evidence</b>	<b>Reason/Comments</b>
<b>RACE &amp; RELIGION</b>						
Any Particular Race or Ethnic Minority	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on all customers including those from ethnic backgrounds, due to increased personal contact measures
Any Particular Religion or belief	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on all customers including those from all religious backgrounds due to increased personal contact measures,
New and Emerging groups (travellers and Eastern European communities)	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on all customers including those from travellers and eastern European backgrounds, due to increased personal contact measures
<b>DISABILITY</b>						
People with disabilities	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on all customers with disabilities, due to increased personal contact

						measures
<b>GENDER (Inc. Transgender)</b>						
Women	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on women customers, due to increased personal contact measures
Men	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on women customers, due to increased personal contact measures
<b>AGE</b>						
Younger People (16-25)	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on women customers, due to increased personal contact measures
Older People (50+)	Yes	Low	N/A	N/A	N/A	The procedure will impact positively on women customers, due to increased personal contact measures
<b>SEXUAL ORIENTATION</b>						
Gay men	Yes	Low	N/A	N/A	N/A	The procedure will impact positively

Lesbian Bisexual						on women customers, due to increased personal contact measures
<b>OTHER</b>						
People with caring responsibilities	<b>Yes</b>	<b>Low</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	The procedure will impact positively on women customers, due to increased personal contact measures
Other	<b>Yes</b>	<b>Low</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	The procedure will impact positively on women customers, due to increased personal contact measures

**8. Please give a general overview of how the service, strategy, policy, procedure or working practice has a positive impact on the social groups identified.**

The change in policy will ensure all vulnerable tenants or ethnic needs are considered prior to delivery of documentation from STH.

**9. Please give a general overview of how the service, strategy, policy, procedure or working practice has a negative impact on the social groups identified.**

N/a

**10. If negative impact was found, is the impact intended i.e. through positive action?**

N/a

**11. Or was it unintended? (N.B If Negative Impact is high a full assessment must be undertaken.)**

N/a

**12. If low impact was found, please summarise the actions that can be taken to minimise this impact? (N.B These actions can be documented in the Equality Impact Assessment Improvement Plan)**

N/a

**13. What amendments can be made to the service, strategy, policy, procedure or working practice in order to promote equality rather than just limit negative impact? (N.B These actions can be documented in the Equality Impact Assessment Improvement Plan)**

N/a

**14. Please give a brief description of how the service, strategy, policy, procedure or working practice will be implemented following the amendments, including necessary training.**

The policy has already been implemented and is operating satisfactorily

**Is a Full Impact Assessment necessary?**  
(i.e. has there been a high negative impact?)

**NO**

If yes, please ensure that any actions from this initial Equality Impact Assessment are included in the Full Equality Impact Assessment Report. (Appendix 3).

Date Completed: 24<sup>th</sup> September 2008

Signed by Manager undertaking the Assessment: Graham French

Approved by EMT Member: John Bowker

Approved by Equality Action Group: