

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.

Name of service, strategy, policy, procedure or working practice	Learning and Development Strategy
Manager completing Assessment	Colin Eddy
Date of EIA	27/03/09

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?

The purpose of the strategy is to describe the commitment of the Board Members to Learning and Development for all employees in Six Town Housing.

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

The strategy has been set out to help the organisation provide a high quality service, meet customer expectations and demands by constantly developing staff through ongoing learning and training.

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

All Staff, Board Members and ultimately Customers.

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

Board Members and Staff.

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

Board Members and Staff.

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

The strategy was introduced and communicated to all staff via briefings to Service Managers/Team leaders. Communicated to customers via the Six Town Housing Business Plan.

7. Has consultation occurred?

Yes with the Chief Executive and Board of Six Town Housing.

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.

Equality strand	Any Impact?	Positive Impact? High / Low	Negative Impact? High / Low	Justifiable? i.e. Positive Action	Evidence	Reason/Comments
RACE & RELIGION						
Any Particular Race or Ethnic Minority	N	H	None	Positive	The strategy describes that the commitment for learning and Development is for <u>all</u> employees.	To meet changing requirements and expectations of Customers and any changes to legislation.
Any Particular Religion or belief	N	H	None	Positive	As above	As above
New and Emerging groups (travellers and Eastern European communities)	N	H	None	Positive	As above	As above
DISABILITY						
People with disabilities	Y	H	None	Positive	The strategy describes that the commitment for learning and Development and aims to provide a diverse workforce able to meet the needs of customers	This ensures that disabled employees receive the same equal opportunities for Learning and Development within the organisation. Therein providing equal career opportunities.

GENDER (Inc. Transgender)						
Women	Y	H	None	Positive	As above	Learning and development opportunities are available to all employees.
Men	Y	H	None	Positive	As above	As above
AGE						
Younger People (16-25)	Y	H	None	Positive	Apprenticeships, traineeships and work experience.	To provide career and training opportunities and aid succession planning for the organisation.
Older People (50+)	Y	H	None	Positive	The strategy describes the commitment for Learning and Development and aims to provide a diverse workforce able to meet the needs of customers.	The Learning and Development opportunities within the organisation are available to all employees.
SEXUAL ORIENTATION						

Gay men Lesbian Bisexual	Y	H	None	Positive	As above	As above
OTHER						
People with caring responsibilities	Y	H	None	Positive	As above	As above
Other						

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 strategy sets out the commitment from the Board Members to all employees and states within the key principles that the organisation provides an equality of opportunity to develop a diverse workforce able to meet the needs of customers.

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.

There is no identified negative impact.

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

No unintended negative impact was identified.

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

No unintended negative impact.

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).

No low negative Impact.

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).

The Learning and Development strategy will be reviewed in due course (Service Improvement Plan). the new strategy will then be presented to the Board and EMT for approval. The strategy will continue to reflect the key principles and practices already in place and will also be more receptive to innovative development options and technologies as they arise.

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 new strategy will be briefed to Service Managers/Team Leaders and to all staff via the FACT sessions. Thereafter the Strategy will be available on the Six Town Housing Intranet.

Is a Full Impact Assessment necessary? **NO**
(i.e. has there been a high negative impact?)

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: 27/03/09

Signed by Manager undertaking the Assessment:

Approved by EMT Member:

Approved by Equality Action Group: