

North View Housing Association Equality Impact Assessment Tool



Name of the policy / proposal to be assessed	Data Protection Policy	Is this a new policy / proposal or a revision?	Revision
Person(s) responsible for the assessment	Alison Main		
1. Briefly describe the aims, objectives and purpose of the policy / proposal	The Association needs to gather and use certain information about individuals. These can include customers (tenants, factored owners etc.), employees and other individuals that the Association has a relationship with. The Association manages a significant amount of data, from a variety of sources, which contains personal data and special categories of personal data. This policy sets out the Association's duties as data controller in processing that data.		
2. Who is intended to benefit from the policy / proposal? <i>(e.g. applicants, tenants, staff, contractors)</i>	All customers (including tenants, residents, factored owners, housing applicants), employees, Management Committee members and other individuals with which the Association has a relationship.		
3. What outcomes are wanted from this policy / proposal ? <i>(e.g. the benefits to customers)</i>	The intended outcome is to ensure that the Association processes all personal data in accordance with the data protection principles contained in the data protection legislation.		

4. Which **protected characteristics** could be **affected** by the proposal? (*tick all that apply*)

- Age Disability Marriage & Civil Partnership Pregnancy/Maternity Race
 Religion or Belief Gender Gender Reassignment Sexual Orientation

5. If the policy / proposal is not relevant to any of the **protected characteristics** listed in part 4, state why and end the process here.

6. Describe the **likely positive or negative impact(s)** the policy / proposal could have on the groups identified in part 4

Positive impact(s)

Negative impact(s)

Race:
Any person for whom English is not their first language may require appropriate support to ensure they understand how the Policy affects them.

Disabilities:
Any person with specific needs may require additional support to understand how the Policy affects them.

7. What **actions** are **required** to address the impacts arising from this assessment? (*This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts*).

The Association, in accordance with its Equal Opportunities and Human Rights Policy, which will ensure the following:

Race:
any person affected by the Policy and for whom English is not their first language is given the appropriate support. This may include translated documents, access to translators etc.

Disabilities:

appropriate support is arranged for any person with identified support needs (including learning difficulties, physical disabilities, mental health issues).

Signed: Auson Main

Job title: Director

Date the Equality Impact Assessment was completed: 2nd August 2022

Please attach the completed document as an appendix to your policy / proposal report