

## North View Housing Association Equality Impact Assessment Tool



<b>Name of the policy / proposal to be assessed</b>	Data Protection Policy	<b>Is this a new policy / proposal or a revision?</b>	Revision
<b>Person(s) responsible for the assessment</b>	Julie Roy		
<b>1. Briefly describe the aims, objectives and purpose of the policy / proposal</b>	The aim of the policy is to set out the Association's duties as a data controller in processing a living individual's personal data. The purpose of the policy is to assist the Association to meet its legal obligations under UK GDPR. The objective of the policy is to ensure the protection of personal data.		
<b>2. Who is intended to benefit from the policy / proposal? (e.g. applicants, tenants, staff, contractors)</b>	All living individuals that the Association hold the personal data of (e.g., housing applicants, tenants, owners, visitors, contractors, employees, shareholders, external agencies)		
<b>3. What outcomes are wanted from this policy / proposal ? (e.g. the benefits to customers)</b>	The policy sets out; <ul style="list-style-type: none"> <li>how the Association safely and securely processes personal data and;</li> <li>what the Association does to make sure personal data is processed and stored properly and fairly.</li> </ul>		
<b>4. Which protected characteristics could be affected by the proposal? (tick all that apply)</b>			
<input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> Marriage & Civil Partnership <input type="checkbox"/> Pregnancy/Maternity <input type="checkbox"/> Race <input type="checkbox"/> Religion or Belief <input type="checkbox"/> Gender <input type="checkbox"/> Reassignment <input type="checkbox"/> 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.

There is no adverse impact on any of the nine protected characteristics. Personal data regarding 'religion or belief'; 'disability' 'sexual orientation'; 'race'; 'pregnancy/maternity'; and 'reassignment' are 'special categories of data' which requires 'sensitive processing' and must only be processed by the Association if there is a legal reason to do so.

	Positive impact(s)	Negative impact(s)
6. Describe the <b>likely positive or negative impact(s)</b> the policy / proposal could have on the groups identified in part 4		
7. What <b>actions</b> are <b>required</b> to address the impacts arising from this assessment? ( <i>This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts</i> ).		

Signed:  \_\_\_\_\_ (Job title): Data Protection Officer

Date the Equality Impact Assessment was completed: 09/05/2023