

EQUALITY AND DIVERSITY IMPACT ASSESSMENTS
On grounds of age, disability, gender, race, religion, sexual orientation

YOUR FUNCTION OR POLICY AREA.....Landlord Accreditation.....
OFFICER COMPLETING
THE ASSESSMENT.....Claire Truscott & Carl Wyard.....TEL.....8069.....
BUSINESS UNITHousing Services.....DATE.....3/8/07.....

Part One	GENERAL
1	Please provide a brief description of the main function and/or policy(ies) including its aims and objectives Landlord Accreditation is a new project aimed at improving standards in the private rented sector. Landlords will be encouraged to sign up to a code of practice which has been developed with local landlords/agents. Landlord Accreditation is self-certifying and property inspections will take place for each accredited property. This scheme will promote good landlords and provide reassurance to tenants about the quality of the property and the management of the tenancy and that landlord is fit and proper.
2	Please list the main stakeholders/beneficiaries in terms of the recipients of the function or the target group at whom the policy is aimed Target group is Letting Agent and Landlords. This will also impact upon tenants
3	If the function is provided by another partner, organisation, contractor or agency on behalf of the Authority, please give the names of these organisations/agencies (see question 19) n/a
4	Do you have any research data, about traditionally excluded groups? Does this research highlight any disparities or adverse impact? No because this project is aimed at a specific market, namely landlords and agents We have consulted extensively on this project discussing with the local landlord group, other non-affiliated landlords and local letting agents. The consultation has considered whether the project should be developed and what code of practice could be implemented in Torbay. No such similar tenant group(s) exist.
5	Have you compared your policy/function with similar local authorities, if so with what results? The development of this project has involved desk top research of other authorities accreditation schemes. As this scheme is not mandatory most schemes differ. We did however use a model developed by the London authorities.
6	Does this policy area have high medium or low potential impact on traditionally excluded groups.?

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Medium.

Landlord accreditation is not mandatory. It may be possible that certain landlords who may have inferior properties and may not wish to become accredited, may house certain low income groups. Over time, with continual promotion and awareness raising of the scheme, such landlords may be encouraged to join, but only if the scheme continues to be resourced. This will work if tenants ask if a landlord is accredited. Consideration must be given to promoting the scheme to such groups.

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	IF THE POLICY OR FUNCTION HAS A HIGH OR MEDIUM POTENTIAL IMPACT ON RACIAL MINORITIES OR OTHER TRADITIONALLY EXCLUDED GROUPS PLEASE CONTINUE WITH Part 2 of the assessment
Part Two	CONSULTATION
7	Please list any consultation activity with internal or external customers carried out over the last year or two: e.g. satisfaction surveys, focus groups, Citizens Panel exercises etc and how the results are publicised? Survey conducted with 2,500 landlords on whether a landlord scheme for Torbay should be developed. Follow up survey conducted with 2,500 landlords on the code of practice Presentation and discussion with key local Agents Discussion with South Devon Residential Landlords Committee
8	Please list any alternative arrangements you have made or are planning for consulting with hard-to-reach groups within the community Discussion to take place with BME Project Officer to look at how we promote landlord accreditation to tenants in hard to reach groups
9	Please state how you consult with members of your staff about your function/policy By attending regular meetings and giving updates. Engage appropriate staff regularly and this will involve Housing Standards. Promotion through Housing News Newsletter and In-house newsletter.
10	Please list any changes to your function or policy that you have made, or you plan to make as a result of consultation with different groups (Include future ones in your improvement plan summary attached) To be determined following discussion with BME Project Officer
	DISCRIMINATION
11	Please list any evidence you have of the function or policy having an adverse impact on different groups or relations between groups – this can be internal or external Refer to 6
12	Have you received any complaints about your function/policy in respect of equality issues? If so, please give a brief description No

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SERVICE DELIVERY	
13	Please list any alternative ways designed to improve access to or use of your service by different groups, (and include this in your improvement plan summary attached)
	Scheme promoted by weekly adverts in letting section of local paper; posters in all council front-line buildings; consultation caravan; Promoting scheme to landlords/agents/voluntary agencies such as Disability Information Service. Will be sending information to a wide range of Agencies once the scheme has been officially launched. Other avenues may be identified by BME project officer.
14	Please list any alternative ways designed to improve access to information about your service by different groups (and include this in your improvement plan summary attached)
	Information booklet produced (available in alternative formats); website
MONITORING	
15	Please describe how you carry out monitoring of take up of your function/policy by equality group?
	Regular (frequency tbc) surveys to be conducted of landlords and tenants. In addition, the FLARE system will record and monitor the geographic spread of the accredited properties. This can be analysed against indices of deprivation.
16	How are the results of any monitoring analysed, reported and publicised?
	Project is managed by FLARE so reports will be produced regularly. In addition see above answer.
17	Does an analysis of your customer base against baseline population figures for the borough show that you are reaching all groups within your remit? If not, which groups are adversely affected? —
	Unknown at this point
18	Please list any changes to your function or policy that you have made or plan to make as a result of monitoring
	Unknown at this point until monitoring has been conducted.
MISCELLANEOUS	
19	If your function is provided by a private sector or voluntary sector organisation on a contract basis, (see q 3) please list any arrangements

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	have you made or plan to make to ensure that these comply with equality
	n/a
20	Does your function or policy result in any financial support being given to community groups within the voluntary and community sector. If yes, please list organisations and amounts, including the equality monitoring on nature of the groups
	n/a

IMPROVEMENT PLAN List any recommendations for action as a result of this impact assessment. **INCLUDE IN BUSINESS PLANS**

ISSUE	ACTION REQUIRED	LEAD	TIMESCALE	COSTS	COMMENTS
Promoting scheme to hard to reach groups	Discuss with BME Project Officer	Carl Wyard	Immediate	tbc	