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**Multi-Equality
Impact Assessment**

Partial MEIA Form

Name of Policy: Garden Maintenance Scheme

Date of Assessment: 20th May 2011

Section 1: Function / Policy Details

Name of Function / Policy	Garden Maintenance Scheme
Lead Service / Partnership	Housing
Policy Officer (Name / Position)	Norman Landels (Estate Management)
Impact Assessment Team (Names / Positions)	Norman Landels Policy Officer (Estate Management) Liz Hamilton Strategic Development Officer (Customer Service)

Is this function / policy...

New? (✓)	Existing? (✓)
	✓

What are the main aims of the policy?	To provide assistance to tenants who are physically unable to maintain their gardens.
Who are the main target groups / beneficiaries?	Tenants who are physically unfit to maintain their gardens.
What are the intended outcomes of the policy?	To ensure that gardens are maintained to an acceptable standard.

Section 2: Equality Target Groups & Cross Cutting Issues

2.1 Identify which equality target groups there are concerns that the policy could have a differential impact.

Equality Strand	Equality Target Group	Please tick
Race	Includes skin colour, nationality, ethnic origin and national origin. For example English, Black/white, Gypsy Travellers and migrant workers.	
Disability	Disabled: substantial, adverse and long-term physical or mental impairments such as physical mobility difficulties, hearing & visual impairment, learning difficulties, mental illness, diabetes, HIV, epilepsy, cancer, etc.	✓
Gender	Women, men, girls, boys or transsexuals/ transgender	
Sexual Orientation	Lesbian, gay, bisexual	
Belief	Religious beliefs or other philosophical beliefs similar to a religion/no religion.	
Age	Older people and young people, children	✓

2.2 Are there any cross cutting issues to consider?

Possible cross cutting issues you should consider for the purpose of this MEIA are employees, health problems, access (including rural isolation), low income, unemployed, literacy difficulties, homelessness and caring responsibilities, or any other relevant issue(s).

Disabled, potentially older tenants, tenants on low income and tenants with health issues

Section 3: Assessing the Impacts

3.1 What are the potential differential impacts for the equality target group(s) and what evidence is there to suggest this?

Positive Impact	Negative Impact
To provide a service for tenants in receipt of various disability benefits.	May exclude some tenants on the basis of age as age is no longer a requirement. Health problems are a consideration.

3.2 Given the differential impact(s) identified, what are the risks associated with introducing/ amending the policy?

A small number of tenants previously on the scheme may be excluded.

3.3 What are the benefits associated with introducing/ amending the policy?

The benefits will be that the number of referrals to NHS Grampian should be reduced and more assessments can be carried out in-house. There are also now distinct, recognised criteria in order to qualify for garden maintenance. These set criteria (receipt of specific benefit/s) will help in assessing a tenant's eligibility at the outset to qualify for the service, without having to make a referral to NHS Grampian to ascertain if the tenant qualifies on other grounds for assistance with the garden.

3.4 Are there any experts and/or relevant groups that you can approach to explore their views on the issues? If yes, please list the groups and detail how their views will be obtained.

The scheme has been referred to and discussed at the Estate Management Officers' Group and the Estate Management Tenant/Officer Group. It has also been discussed with Dr. Stirling, the GP with special interests at NHS Grampian. Tenants on the Estate Management Tenant Working Group generally supported the proposals as they agreed that age is no longer necessarily a factor as there are many tenants across the Aberdeenshire who are over 70 and can maintain their gardens to a high standard.

3.5 What are the views of the experts and/or relevant groups?

They are in agreement with the proposed changes to the scheme.(See above)

3.6 Taking into account all of the above, please clearly state the risks associated with the policy, weighed against the benefits of the policy, and whether any additional information/ evidence is required.

The risks are minimal although some tenants who no longer qualify for admission to the scheme may not agree with the new criteria.

3.7 As a result is a full Multi-Equality Impact Assessment necessary?

Yes

No

Section 4: Publishing the Results of the Assessment

Prior to publication, the MEIA need to be agreed and signed off by your Head of Service and Quality Assured by an MEIA Lead officer.

1. Head of Service or Service Representative

Signed:..... Name: Douglas Edwardson. Date: January 2011

2. Quality Assurance

Signed:..... Name: Carol Simmonds Date: January 2011

Multi-Equalities Impact Assessment Partial MEIA Quality Assurance Form

The quality assurance role is to ensure that the **process** of impact assessment has been followed, as detailed in the Partial MEIA Guidance Notes.

Quality Assurance should be undertaken by a 'buddy' who has been trained in MEIA. The 'buddy' should not be from the assessing Service, or a member of the MEIA team.

A copy of the completed Partial MEIA form must be made available, and questions may be asked of the policy author, to clarify any areas if necessary.

Name of policy: _____

Service of MEIA: _____

Section 1: Function / Policy Details

1. Are you satisfied with the MEIA team membership?
(Number and relevance) YES NO
2. Are you satisfied with the **outcome** of the policy / function?
(The 'effect' or 'result' of the policy / function) YES NO

Section 2: Equality Target groups

1. Are you satisfied that all 6 strands have been considered?
(race, gender, disability etc) YES NO
2. Are you satisfied that any cross cutting issues have been explored?
(Health, unemployment etc) YES NO

Section 3: Assessing the Impacts

1. Are you satisfied that consideration has been given to the potential differential impact and associated risks/benefits? YES NO
2. Are you satisfied that expert views have been sought and considered where necessary? YES NO
3. Are you satisfied with the decision as to whether a full MEIA is required? YES NO

Additional information

Please detail below any points for clarification and recommended actions.

Point for clarification/ Recommendation	Action	When	Who

Signed by officer completing QA: _____

Print name: _____

Service: _____

Date of QA: ____/____/____