


# Tollcross Housing Association Equality Impact Assessment




Name of the policy to be assessed	Access to Information Policy	Is this a new policy or a revision?	New
<p>Person(s) responsible for the assessment</p>	<p>Anne Fitzsimons</p>		
<p><b>1. Briefly describe the aims, objectives and purpose of the policy / proposal</b></p>	<p>The Association is fully committed to the aims and principles underlying FOISA and the EISRs and to the disclosure of information of interest to its service users and the wider public. It will make every effort to promote greater openness and transparency and maximise public trust in its work as a registered social landlord in Scotland. All staff are responsible for creating and maintaining a culture supportive of openness, transparency and accountability and promoting the right to know.</p>		
<p><b>2. Who is intended to benefit from the policy / proposal? (e.g. applicants, tenants, staff, contractors)</b></p>	<p>Staff and Freedom of Information or Environmental Information applicants</p>		
<p><b>3. What outcomes are wanted from this policy / proposal? (e.g. the benefits to customers)</b></p>	<p>Clear guidance on how to efficiently and appropriately manage the 3 duties when handling FOI/EI requests, (i.e. 1 - publish; 2 - provide advice and assistance; 3 – respond to applications</p>		
<p><b>4. Which protected characteristics could be affected by the proposal? (tick all that apply)</b></p>	<p> <input type="checkbox"/> Age    <input type="checkbox"/> Marriage &amp; Civil Partnership    <input type="checkbox"/> Disability    <input type="checkbox"/> Race    <input type="checkbox"/> Pregnancy/Maternity  <input type="checkbox"/> Gender    <input type="checkbox"/> Religion or Belief    <input type="checkbox"/> Gender Reassignment    <input type="checkbox"/> Sexual Orientation         </p>		
<p><b>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.</b></p>	<p>We do not see this policy as having any direct impact upon the protected characteristics contained within the Equality Act 2010.</p>		
<p><b>6. Describe the likely impact(s) the policy / proposal could have on the groups identified in part 4</b></p>			

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<p>7. What actions are required 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></p>	
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Signed:  \_\_\_\_\_ (Job title): CORPORATE SERVICES DIRECTOR  
 (Responsible for Policy Review)

Signed:  \_\_\_\_\_ (Job title): CHIEF EXEC.  
 (Peer Review Confirmation)

Date the Equality Impact Assessment was completed: 14/08/19

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