



**EQUALITY IMPACT ASSESSMENT
Housing Allocation Scheme**

Equality Impact Assessments

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Equality Impact Assessment

APPENDIX 1 STAGE 1 - INITIAL SCREENING DETAILS ASSESSING POLICIES AND ACTIVITIES - GUIDANCE FOR STAFF

Notes:

1. As a result of this exercise, you will have checked that your policy or activity does not have adverse impact on equality groups and you will have identified relevant action that you need to take, and the likely costs/resources associated with any improvement. The equality groups covered are at present: Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion or Belief, Sex, Sexual Orientation, Age & Marriage or Civil Partnership.

Note. This is not simply a paper exercise - it is designed to make sure that your policy or activity is delivered fairly and effectively to all sections of our local community.

2. Please note that the Council is required to publish the results of these assessments, and updates, therefore **your completed Appendices may be public documents.**

3. Appendix 1 questionnaire (**to be completed for each relevant Strategy, Policy or Service Development**) is for use regardless of whether your policy or activity is aimed at external customers or internal staff.

Please tick/delete as appropriate: Is this EIA for a :

Strategy	<input type="checkbox"/>	New/Existing	<input type="checkbox"/>
Policy	<input checked="" type="checkbox"/>	Existing	<input type="checkbox"/>
Service Development	<input type="checkbox"/>	New/Existing	<input type="checkbox"/>

Name of Strategy, Policy or Service Development:

AIMS, OBJECTIVES & PURPOSE OF THE POLICY OR ACTIVITY:

The Housing Allocation Scheme sets out how the Council prioritises applicants for affordable housing in the district.

PLEASE LIST THE MAIN STAKEHOLDERS/BENEFICIARIES IN TERMS OF THE RECIPIENTS OF THE ACTIVITY OR THE TARGET GROUP AT WHOM THE POLICY IS AIMED:

Housing Register Applicants, Registered Providers, Advice and Support Agencies

IF THE ACTIVITY IS PROVIDED BY ANOTHER DEPARTMENT, ORGANISATION, PARTNERSHIP OR AGENCY ON BEHALF OF THE AUTHORITY, PLEASE GIVE THE NAMES OF THESE ORGANISATIONS/AGENCIES:

No

LEAD OFFICER: Gillian Spencer
SERVICE AREA: Housing
ASSESSMENT DATE: 26/09/2018

TEL: Ext 2161
DIRECTORATE: Wellbeing
ASSESSMENT REVIEW DATE: October 2019

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STAGE 1 – INITIAL SCREENING ASSESSMENT

Q	Screening Questions	Y/N
1.	Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	N
2	Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	N
3	Is there any evidence that information about the policy or activity is not accessible to any equality groups?	N
4	Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	N
5	Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	N
6	Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	N
7	This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	N
8	Will there be a negative impact on any equality groups? If so please provide brief details below.	N
	Equality Impact: Evidence:	
	Disability	
	Gender Reassignment	
	Pregnancy & Maternity	
	Race	
	Religion or Belief	
	Sex	
	Sexual Orientation	
	Age	
	Marriage & Civil Partnership	
	Vulnerable Persons – Homelessness and Move On from Supported accommodation.	Y
9	Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community? If so please explain.	N
10	There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with: No specific equality groups have been targeted but we have consulted with support providers and have received responses from BYHP, Salvation Army, Connection Support, and Citizens Advice.	Y
11	Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	N

Proceed to In Depth (Full) Assessment (complete **Appendix 2) if the answer is YES to more than one of the above questions.**

For any YES answers include an improvement action in your Equality Improvement Plan.

Declaration

I am satisfied that an initial screening has been carried out on this policy or activity and an In Depth (Full) Equality Impact Assessment is not required. I understand that the EIA is required by the Council and take responsibility for the completion and quality of this assessment.

Completed by: Gillian Spencer

Date: 26/09/2018

Countersigned by Assistant Director: Gillian Douglas

Date: 9/10/18

Equality Impact Assessment

Please detail below your evidence which has determined whether you have answered either Yes or No to the initial screening questions.

Screening Questions	Screening Narrative
Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	No, this policy ensures that the allocation of affordable housing is prioritising those in the greatest need across all equality groups. The policy actively contributes to the promotion of equality and to tackling disadvantage by enabling access to affordable housing for low income households in the greatest housing need.
Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	No, In reviewing this policy we have followed all Central Government Guidance
Is there any evidence that information about the policy or activity is not accessible to any equality groups?	No, the policy will be published on the Council's website and communications on policy changes will be targeted at the local Support Providers
Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	No, however we do receive a number of customer complaints regarding waiting time to be re-housed and from applicants who are unsuccessful when bidding for accommodation. We have had no formal complaints about the content of the Housing Allocation Scheme
Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	No
Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	No

This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	No, the changes to the policy could result in an increase in contact via Customer Services. Team Leaders have been notified.
Will there be a negative impact on any equality groups?	<p>Yes, however we are noting and will monitor impact on vulnerable people which is outside of the protected characteristics within the Equality Act 2010.</p> <p>The policy change has reduced the priority awarded to 'Move On' from supported accommodation cases; however they now have parity with homeless applicants.</p> <p>Currently there are 2 active 'Move On' cases that this would affect. It has been agreed that these cases continue to stay on Band 1 priority. Any new cases will be awarded band 2 priority but we will work closely with the supported accommodation provider to ensure early access to the housing register and effective exit planning so that no vulnerable person who is tenancy ready is prevented or delayed from moving on.</p>
Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community? If so please explain.	No
There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with:	No specific equality groups have been targeted but we have consulted with support providers and have received responses from BYHP, Salvation Army, Connection Support, and Citizens Advice. There has been no public consultation as the changes are minor.
Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	No

The results of the Stage 1 Assessment confirm that a Stage 2 Assessment is not required. This Equality Impact Assessment to be monitored and reviewed one year after Policy implementation.

Equality Impact Assessment

Notes:

1. The in-depth (full) assessment must consider all available data and research. This could include the results of employee or stakeholder surveys, the results of consultation, audits, service reviews, employment monitoring data, population data, research findings, and data collected through monitoring the implementation of the policy or activity and evaluations of projects/programmes, data about the performance of local services.
2. The assessment above must also state how the policy was assessed and the details of the methods of involvement of appropriate people, for example, staff networks, external stakeholders and equality groups.

Completed by: Gillian Spencer

Date Started: 26/09/2018

Role: Team Leader Housing Strategy & Partnerships

Date completed: 26/09/2018

Declaration

I am satisfied that an In Depth (Full) Assessment has been undertaken.

I understand that this EIA is required by the Council and take responsibility for its completion and quality.

Countersigned by Assistant Director:

Gillian Douglas

Date: 9/10/18