


Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

1. RESPONSIBILITY

Department	Communities and Wellbeing	
Service	Inclusion	
Proposed policy	Allocations Policy	
Date	14.08.2015	
Officer responsible for the 'policy' and for completing the equality analysis	Name	Harry Downie
	Post Title	Assistant Director
	Contact Number	0161 253 7570
	Signature	
	Date	14.08.2015
Equality officer consulted	Name	Helen Smith
	Post Title	Public Health and Social Care Intelligence Manager
	Contact Number	0161 253 6338
	Signature	 73/2015
	Date	14.08.2015

2. AIMS

What is the purpose of the policy/service and what is it intended to achieve?	<p>The Council is required, under Section 167 of the Housing Act 1996, to have an Allocations Policy for determining the priorities and procedure to be followed in allocating its housing accommodation.</p> <p>The policy was last updated and approved by Cabinet in March 2013 but since then there have been changes in legislation, case law and operational matters which require the policy to be updated.</p> <p>The 2015 version of the policy incorporates those changes and clarifies the Council's position regarding:</p> <ul style="list-style-type: none"> • Right to move for work; • Procurement of properties for homeless households; • Applications for retirement living from existing tenants; • Bidding processes including removing the limits to the
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	<p>number of bids eligible and qualifying persons can make each week;</p> <ul style="list-style-type: none"> • Suspension and removal from the housing register; • Occupation of adapted properties; • Bedroom occupancy and the impact of other welfare reforms
Who are the main stakeholders?	<p>Present and future households applicants for Council housing Potentially any member of the public Housing Assessment Service Other Council departments Six Town Housing and registered housing providers Government departments Courts Community and Voluntary Organisations</p>

3. ESTABLISHING RELEVANCE TO EQUALITY

3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics. If you answer yes to any question, please also explain why and how that group of people will be affected.

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	No	No	The policy applies existing legislative bans on persons who are subject to immigration controls (or who do not satisfy resident requirements) but does not extend beyond this. The policy may indirectly benefit some ethnic groups with larger families by addressing under occupancy of larger family houses.
Disability	Yes	No	The Allocations Policy has a positive impact on disability: <ul style="list-style-type: none"> • Allowing for the direct letting of adapted properties to make best use of this scarce resource and speed up the allocation process. • Authorising the rehousing of tenants of adapted properties who are no longer in need - to free up that house for a disabled applicant. • Giving the highest banding where the relocation of people is required to safeguard an individual or protect somebody who has been subject to harassment or a hate

			crime.
Gender	Yes	No	The policy is largely gender neutral but does allow for the direct letting of property to protect individuals. This includes domestic violence and abuse where over 80% of victims are women.
Gender reassignment	No	No	Neutral Impact.
Age	Yes	No	The policy make special provision for the allocation of retirement living schemes, extra care and properties built specifically for older people.
Sexual orientation	No	No	Neutral Impact
Religion or belief	No	No	Neutral Impact
Caring responsibilities	Yes	No	This policy will have a positive impact as the assessment of property size and banding criteria recognises the needs of dependants and live in carers.
Pregnancy or maternity	Yes	No	This policy will have a positive impact as the assessment of property size and banding criteria will take into account family commitments and/or proof of pregnancy.
Marriage or civil partnership	No	No	Neutral Impact

3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.

General Public Sector Equality Duties	Relevance (Yes/No)	Reason for the relevance
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	Yes	The policy is based on giving reasonable preference to people in housing needs and this is reflected in the banding structure. It addresses incidents of discrimination - in allowing properties to be directly let to people who are subjected to harassment, violence or hate crime and specifies sanctions against tenants or applicants who engage in unacceptable or anti-social behaviour.
Need to advance equality of opportunity between people who share a	Yes	The policy recognises the needs of disabled, homeless and vulnerable people (such as victims of domestic

protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)		violence). These needs are assessed through operational practice which, coupled with reasonable adjustments such as direct letting to disabled applicants, are in place to minimise disadvantage and increase life chances.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	Yes	The criteria for determining who qualified for a Council house was well received when introduced in 2013 and this approach is set to continue. By focusing on housing need, and recognising the specific requirements of older and disabled applicants within that framework, the policy is building a consensus around letting priorities based on a better understanding of how the system works.

If you answered 'YES' to any of the questions in 3a and 3b

Go straight to Question 4

If you answered 'NO' to all of the questions in 3a and 3b

Go to Question 3c and do not answer questions 4-6

3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.

4. EQUALITY INFORMATION AND ENGAGEMENT

4a. For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

Details of the equality information or engagement	Internet link if published	Date last updated
Government legislation and guidance		
Supreme Court judgements		
Housing waiting list data		
Service monitoring data		

4b. Are there any information gaps, and if so how do you plan to tackle them?

[The Service intends to consult with the community and other providers to seek their views on the policy changes.](#)

5. CONCLUSIONS OF THE EQUALITY ANALYSIS

What will the likely overall effect of your policy/service plan be on equality?	The policy will have a positive impact in maintaining a consistent and transparent approach to letting Council housing. In particular it updates policy on allocating adapted properties, tackling unacceptable behaviour and retirement living. The wider role of housing in meeting basic needs, minimising disadvantage and tackling discrimination is understood
If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?	The policy introduces stronger sanctions against tenants or applicants that engage in unacceptable or anti social behaviour. Whilst having a negative impact on those individuals, this approach is a positive step for victims and the community at large. The policy also has to apply nationally prescribed eligibility criteria and determine who will qualify for housing. As a result, certain groups will not be able to join the housing register.
Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.	Information from the housing waiting list will provide registered housing providers and builders intelligence on housing need in the Borough. The Council will promote this data to influence the type and size of properties that are commissioned under the Affordable Homes Programme.

<p>What steps do you intend to take now in respect of the implementation of your policy/service plan?</p>	<p>The policy will be subject to consultation with the community, providers and other interested parties prior to submission to the Cabinet for approval.</p>
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6. MONITORING AND REVIEW

If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.

<p>The policy will be measured through its impact on the housing waiting list, the lettings process and customer feedback.</p> <p>The policy will be kept under regular review to facilitate the smooth running of the allocations process, respond to any changes in legislation, case law or operational practice and address any other concerns that may be identified by customers or housing providers.</p>
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COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX (equality@bury.gov.uk) FOR PUBLICATION.