

**Equality Analysis Action Plan** - See page 9 of guidance step 6 and 7

**Time Period 31 March 2017 to 31 March 2018**

Manager: Sandra Tolley

Service Area: Housing Options

Tel: 01709 255619

**Title of Equality Analysis: Housing Allocation Policy**

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
We will be monitoring the effect of changes of the policy on areas such as: <ul style="list-style-type: none"><li>• Number of households on the Housing register</li><li>• Reduction in evictions due to affordability</li><li>• Termination reasons</li><li>• Number of empty homes</li><li>• Void turnaround times</li><li>• Void Rent Loss</li><li>• Expenditure on rent allowances</li><li>• Ethnic origin and Nationality of households on the register</li><li>• Homeless Preventions</li><li>• Number of applicants completing the pre tenancy workshops</li><li>• Number of applicants completing e-learning pre tenancy workshops for people who live out of the Borough eg people leaving the armed forces</li></ul>	All	Base line 31 March 2017 Review 31 March 2018
We will be offering assistance to those in difficulty by: <ul style="list-style-type: none"><li>• Signposting to advice agencies and money advice</li><li>• Supporting vulnerable people to attend workshops</li><li>• Referrals to Housing Assessment Panel to consider rehousing</li></ul>	All	Ongoing

<b>Name Of Director who approved Plan</b>	<b>Tom Bell</b>	<b>Date 18 January 2017</b>	

**\*A = Age, C= Carers D= Disability, G = Gender, GI Gender Identity, O= other groups, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage.**

**Website Summary – Please complete for publishing on our website and append to any reports to Elected Members, SLT or Directorate Management Teams**

Completed equality analysis	Key findings	Future actions
<p>Directorate: Adult Care and Housing Function, policy or proposal name: Housing Allocations Policy</p> <p>Function or policy status: Changing the policy</p> <p>Name of lead officer completing the assessment:</p> <p>Sandra Tolley</p> <p>Date of assessment: 17 January 2017</p>	<p>Until 2014 the Council operated an open Housing Register meaning that anyone could apply, and bid for properties through the Choice Based Lettings system, with properties being allocated in accordance with priority need.</p> <p>On 29th October 2014 the Policy was changed so that only those in housing need could join the Housing Register, reducing the list by over 10,000. On 24th July 2015 – creation of a new band 4 to allow people who are not in housing need to bid for these low-demand properties.</p> <p>February 2017 – report to Cabinet proposing a further 6 changes, which aim to increase tenancy sustainability, reduce expenditure in respect of void costs and rent allowances. The will also help to prepare for changes brought about by the Welfare Reform and Work Act 2016 and the pending Homelessness Reduction Bill which will amend the Housing Act 1996 to make provision about measures for reducing homelessness.</p> <p>The changes will provide more pre-tenancy support to vulnerable people to therefore sustain their tenancy Through this approach we will pick up issues of vulnerability e.g. mental health, disabilities</p>	<p>We will be monitoring the effect of changes of the policy on areas such as:</p> <ul style="list-style-type: none"> <li>• Number of households on the Housing register</li> <li>• Reduction in evictions due to affordability</li> <li>• Termination reasons</li> <li>• Number of empty homes</li> <li>• Void turnaround times</li> <li>• Void Rent Loss</li> <li>• Expenditure on rent allowances</li> <li>• Ethnic origin and Nationality of households on the register</li> <li>• Homeless Preventions</li> <li>• Number of applicants completing the pre tenancy workshops</li> <li>• Number of applicants completing e-learning pre tenancy workshops for people who live out of the Borough eg people leaving the armed forces</li> </ul> <p>Exceptions will be made for the mandatory interviews and workshops for groups where this would be prohibitive e.g. housebound, in hospital (this is not an exhaustive list). There will alternative delivery mechanisms to cater for people's needs e.g. online workshops for those who live outside the Borough such as people leaving the armed forces.</p> <p>In exceptional circumstances rent allowances will be issued. The criteria for this would be applicants who are placed in Band 1 in financial difficulties, or homeless applicants living in temporary accommodation, or safeguarding cases.</p>

Signed:

A handwritten signature in black ink, appearing to read "Russell". The signature is written in a cursive style with a large, stylized 'R' and a long, sweeping underline.

19 January 2017