



SOUTH KESTEVEN DISTRICT COUNCIL

Equality Impact (Initial Analysis)

Allocations Policy

Service Area: Housing	Lead officer: Housing Options Manager	Date of Meeting 02/02/22
	Assessors: Senior Housing Policy and Strategy Officer	
	Neutral Assessor: Facilities Officer	

1. Name and description of policy/service/function/strategy

Allocations Policy

Adopting a new allocations policy to enable a change of approach from direct lettings to choice based lettings of Council and other social housing register provider properties in the South Kesteven District.

Current approach - properties are allocated to households based on the housing register band they are in (the highest band being for those with the highest housing need); areas of the district they would like to live, and the type and size of property only.

Proposed approach – properties are still allocated to households based on the housing register band they are in (the highest band being for those with the highest housing need), how the new proposed approach allows applicants to express an interest (bid) for a specific property that meets their housing need. The bid would be made online. Properties are advertised on a regular cycle (eg. weekly) with appropriate information (for example, rent and heating type). The applicant with the highest housing need and registered the earliest in that housing band, is assessed on whether or not they are suitable for the property and if they are, the property is then allocated to them.

A review of the banding ensuring that we meet housing need and this is reflected within the banding.

Is this a new or existing policy? **New**

2. Complete the table below, considering whether the proposed policy/service/function/strategy could have any potential positive, or negative impacts on groups from any of the protected characteristics (or diversity strands) listed, using demographic data, user surveys, local consultations evaluation forms, comments and complaints etc.

Equality Group	Does this policy/service/function/strategy have a positive or negative impact on any of the equality groups? Please state which for each group	Please describe why the impact is positive or negative. If you consider this policy etc is not relevant to a specific characteristic please explain why
Age	Negative impact Some people of any age do not use online services	This negative impact will be mitigated by allowing auto bidding (whereby the computer system bids based on the

	because either they do not have access to technical facilities (a computer, tablet or smartphone) and/or they do not have the capability of using them.	person's preferences) and proxy voters (whereby someone eg. a relative or carer, bids on the housing register applicant's behalf). In addition, we will work with partner agencies who provide support, to ensure that applicants can access the system and be supported in doing so.
Disability	Negative impact Some people with a disability may find using the Choice Based Lettings system difficult to use. Also, if they do not have a computer, tablet or smartphone and have to use someone else's or public available facilities, they may be unable to access them.	This negative impact will be mitigated by allowing auto bidding (whereby the computer system bids based on the person's preferences) and proxy voters (whereby someone eg. a relative or carer, bids on the housing register applicant's behalf). In addition, we will work with partner agencies who provide support, to ensure that applicants can access the system and be supported in doing so.
Race	Negative impact on people who do not speak English as their first language.	This negative impact will be mitigated by allowing auto bidding (whereby the computer system bids based on the person's preferences) and proxy voters (whereby someone eg. a relative or carer, bids on the housing register applicant's behalf). In addition, we will work with partner agencies who provide support, to ensure that applicants can access the system and be supported in doing so.
Gender Reassignment	No identified negative impact	

Religion or Belief	No identified negative impact	
Sex	No identified negative impact	
Sexual Orientation	No identified negative impact	
Pregnancy and Maternity	No identified negative impact	
Marriage and Civil Partnership	No identified negative impact	
Carers	Negative impact If a carer is needed to spend time bidding on properties on someone's behalf.	This negative impact will be mitigated by allowing auto-bidding if the time bidding for properties becomes too onerous and not possible. In addition, we will work with partner agencies who provide support, to ensure that applicants can access the system and be supported in doing so.
Other Groups (e.g. those from deprived (IMD*) communities; those from rural communities, those with an offending past) *(IMD = Indices of multiple deprivation)	Negative impact Some people may not have access to online services and have to use someone else's or public available facilities. If this is the case, they may be unable to access them. Some people may also not have the capability of using online services.	This negative impact will be mitigated by allowing auto bidding (whereby the computer system bids based on the person's preferences) and proxy voters (whereby someone eg. a relative or carer, bids on the housing register applicant's behalf). In addition, we will work with partner agencies who provide support, to ensure that applicants can access the system and be supported in doing so.

General comments	
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3. What equality data/information did you use to inform the outcomes of the proposed policy/service/function/strategy? (Note any relevant consultation who took part and key findings)

A full consultation has taken place, consulting all current housing register applicants; new tenants who have become tenants in the last 12 months; all social housing registered providers operating in the South Kesteven district; partner agencies and all known advocates and support workers to housing register applicants. Demographic data from this consultation has been used.

If there are any gaps in the consultation/monitoring data, how will this be addressed?

No gaps identified.

4. Outcomes of analysis and recommendations (please note you will be required to provide evidence to support the recommendations made): Please check one of the options.

a)	No major change needed: equality analysis has not identified any potential for discrimination or for negative impact and all opportunities to promote equality have been taken	<input type="checkbox"/>
<i>If you have checked option a) you can now send this form to the Lead Officer and your Neutral Assessor for sign off</i>		
b)	Adjust the proposal to remove barriers identified by equality analysis or to better promote equality.	<input type="checkbox"/>
<i>If you have checked option b) you will need to answer questions b.1 and b.2</i>		
c)	Adverse impact but continue	<input checked="" type="checkbox"/>

<i>If you have checked option c) you will need to answer questions c.1</i>		
d	Stop and remove the policy/function/service/strategy as equality analysis has shown actual or potential unlawful	<input type="checkbox"/>

b.1 In brief, what changes are you planning to make to your proposed policy/service/function/strategy to minimise or eliminate the negative equality impacts?

b.2 Please provide details of whom you will consult on the proposed changes and if you do not plan to consult, please provide the rationale behind that decision.

If you have checked option b) you will need to complete a Stage 2 equality analysis

c.1 Please provide an explanation in the box below that clearly sets out your justification for continuing with the proposed policy/function/service/strategy.

Potential negative impacts will be mitigated by allowing auto bidding (whereby the computer system bids based on the person's preferences) and proxy voters (whereby someone eg. a relative or carer, bids on the housing register applicant's behalf).

Partner agencies providing support will be given training in order for them to assist applicants with applying and bidding for properties. In addition staff from the housing options team and customer services will be able to offer assistance over the phone or in person when our offices are open to the public.

If you have checked option c) you will need to complete a Stage 2 equality analysis. You should consider in stage 2 whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact.

Signed (Lead Officer): Housing Options Manger

Date completed: 17/11/21

Signed (Neutral Assessor): Facilities Officer

Date signed off: 03/12/21