

North View Housing Association Equality Impact Assessment Tool



Name of the policy / proposal to be assessed	ALLOCATIONS POLICY	Is this a new policy / proposal or a revision?	REVISION
Person(s) responsible for the assessment	Yvonne Rooney (HOUSING MANAGER)		
1. Briefly describe the aims, objectives and purpose of the policy / proposal	<p>The Allocations Policy aim is to support the Association in providing affordable rented housing of a high quality, and to make Windlaw a thriving, sustainable community. The objectives of the Policy are:</p> <ul style="list-style-type: none"> • To let our houses primarily to people with high levels of housing need, including existing residents and people wishing to move or return to our area; • To support Glasgow City Council in meeting the needs of people who are homeless or who are threatened with homelessness; • To provide access to our houses in a way which is clear and fair to everyone; • To make the Association's area a more sustainable community, by providing rehousing opportunities to existing North View tenants who wish to move within the area; • To comply with all legislation and statutory guidance relating to housing allocations; • To provide all housing applicants with good quality information and opportunities to exercise choice about where they want to live <p>The purpose to</p> <ul style="list-style-type: none"> • To ensure that we address our legal obligations and policy objectives in a fair and open way; • To provide people with different types of needs and circumstances with access to our houses, while making the best use of our housing and helping to make Windlaw a sustainable community 		

2. Who is intended to benefit from the policy / proposal? (e.g. applicants, tenants, staff, contractors)	Tenants, housing applicants, service users, staff and the management committee.
3. What outcomes are wanted from this policy / proposal ? (e.g. the benefits to customers)	To ensure staff allocate houses in line with current legislation by giving reasonable preference to certain categories of housing applicant and housing need, thus ensuring NVHA make the best use of available housing stock and allocate properties in a fair, consistent and transparent way.

4. Which protected characteristics could be affected by the proposal? (tick all that apply)

Age
 Disability
 Marriage & Civil Partnership
 Pregnancy/Maternity
 Race
 Religion or Belief
 Gender
 Gender Reassignment
 Sexual Orientation

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.

All protected characteristic groups must have access to the waiting list, therefore the Policy is relevant to all characteristics. Race and disability protected characteristics could be particularly impacted by access to services and applying for a property, however the Policy refers to the need for supporting applicants to apply for a property and for appropriate assistance to be put in place. The Association will also be sensitive in the treatment of any tenant already in receipt of support as outlined. The policy also states that translation services will be available.

6. Describe the likely positive or negative impact(s) the policy / proposal could have on the groups identified in part 4	Positive impact(s)	Negative impact(s)
	The policy is likely to have a positive effect on the protected characteristics outlined as it provides a framework for staff to allocate properties in a fair, consistent and transparent way. Staff are required to allocate properties to clearly defined categories and allocate points based on housing need.	Pregnancy / Maternity Where an applicant or a member of their household is pregnant this could lead to overcrowding in the immediate future. Gender People who are fleeing domestic violence might not have their needs met through the 'ordinary' letting procedure.

		<p>Disability Lack of information on adaptations made on properties may mean disabled people are disadvantaged in the allocations procedure.</p> <p>People applying for housing with additional support needs may require further assistance to ensure they understand the application and allocation process.</p> <p>Minority Ethnic People applying for housing and for whom English is not their first language, may require additional support to ensure they understand the application and allocation process.</p> <p>Sexual Orientation Individuals who are victims of domestic abuse and in same sex relationships might not have their needs recognised.</p>
<p>7. What actions are required to address the impacts arising from this assessment? (This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts).</p>	<p>Pregnancy/Maternity The Association will reassess a pregnant applicant's application from 20 weeks before the expected date of delivery to ensure the size of any property they are allocated is appropriate.</p> <p>Gender The Association has processes in place to award exceptional social needs points for emergency rehousing in the case of domestic violence. This will include people referred to the Association by specialist agencies.</p> <p>Disability</p>	

The Association will ensure its records about applicant's specific needs and of properties which have been specifically adapted or designed to meet specific needs are up to date. We will ensure these adapted properties are allocated to applicants with appropriate needs. This may also positive impact on elderly tenants with changing support needs.

The Housing Options interview process is carried out on a one to one basis with the Housing Officer. This means that anyone with additional support needs (for example, learning difficulty) are given a detailed verbal explanation of the application and allocation process. The Housing Options interview process can be carried out at home for any applicant who is unable to attend the office due to health reasons. The Association will ensure that appropriate support is in place for visually impaired and hearing impaired applicants. This support includes making documents available in large print and Braille and having the Loop system available in the office.

Minority Ethnic

The Association will ensure that people applying for housing and for whom English is not their first language, are given appropriate support to help them understand the processes. This includes use of interpreter services, arranging for documents to be translated into other languages etc.

Sexual Orientation

The Policy sets out that applicants who are victims of domestic abuse and in same sex relationships are awarded the same priority as any other applicant in these circumstances.

Signed: _____ *Yvonne Rooney* _____ (Job title): Housing Manager

Date the Equality Impact Assessment was completed: 13/07/22