

North View Housing Association Equality Impact Assessment Tool



Name of the policy / proposal to be assessed	Void Management Policy	Is this a new policy / proposal or a revision?	Revised
Person(s) responsible for the assessment	Yvonne Rooney		
1. Briefly describe the aims, objectives and purpose of the policy / proposal	<ul style="list-style-type: none"> • Minimise void period and rental loss; • Effectively assist in meeting housing need through allocating flats to an appropriate applicant within the shortest possible timescale; • Ensure flats are brought up to a lettable standard in a cost effective manner; • Ensure that tenants are aware of their end of tenancy obligations, including the requirement to provide 28 days' notice, to carry out repairs as identified at the end of tenancy inspections and to hand in keys no later than the termination date; • Monitor performance in respect of void management to establish day to day control, measure and compare performance over a period of time and compare performance against appropriate benchmarks; • Comply with legislative requirements, regulatory requirements and best practice guidance as they apply to the management of void properties. 		
2. Who is intended to benefit from the policy / proposal? <i>(e.g. applicants, tenants, staff, contractors)</i>	To provide staff with a framework for the effective, efficient control and management of the Association's void properties, in addition to meeting our legislative, contractual and regulatory requirements.		
3. What outcomes are wanted from this policy / proposal ? <i>(e.g. the benefits to customers)</i>	<ul style="list-style-type: none"> • To ensure empty properties are maintained to a high standard and comply with our legislative and health and safety requirements as a social landlord • To minimise the time taken to re-let an empty property and maximise rental income to the association, thus retaining income for maintenance and management of the properties. 		

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.

The policy is concerned with the re-let of empty properties so will not directly impact any of the protected characteristics, apart from possibly issues with English not being a first language when communicating with tenants at the pre-termination of tenancy stage. We overcome this by applying the principles in our Equalities Policy.

	Positive impact(s)	Negative impact(s)
<p>6. Describe the likely positive or negative impact(s) the policy / proposal could have on the groups identified in part 4</p>	<p>It is likely to have a positive impact by improving consistency across all areas of void management and deliver efficiencies to new or transferring tenants. This fits with our wider policy initiatives to improve and maintain the quality of our housing stock and improve levels of tenant satisfaction in the quality of the housing we provide.</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*).

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

Date the Equality Impact Assessment was completed: _____ 18/08/23 _____