

Part 1: Equality Impact Screening/Pre-Assessment*

Name of Policy/Function/Strategy to be assessed: Housing Register and Nomination Policy	Section/Directorate: Homes and Health
Name of person responsible for assessment: Sarah Elvin	Date of Screening: 25 th October 2024

Policy Aims

What is the purpose of the policy/function/strategy? What are its intended outcomes?

This policy is the allocation scheme (as required by the Housing Act 1996, as amended by the Homelessness Act 2012 and Localism Act 2011) for West Lindsey District Council. It sets out the framework within which West Lindsey District Council operates in the assessment of housing need on the common housing register and the nomination from that register to social rented properties.

The main objectives of the Policy are to:

- Provide a fair, open and accountable framework in which everyone has equality of access when seeking an affordable home
- Prevent homelessness and reduce the use of temporary accommodation
- Assist applicants in the greatest housing needs, whilst ensuring the best use of limited housing resources and that balanced and stable communities are maintained
- Ensure quality and accessible advice and assistance about the scheme is freely available, to ensure applicants understand and can participate
- Take account of the relevant legislation and statutory guidance
- Have due regard to the Lincolnshire Homelessness and Rough Sleeping Strategy

Who are the main stakeholders in relation to the policy/function/strategy?

Registered Providers
Residents

Do the identified stakeholders stand to be positively or negatively affected by the policy/function/strategy?

Neither positive or negatively affected, this policy sets out an equitable way in which we determine housing priority across the district and does not take into account any protected characteristic when doing those assessments of need.

Does this policy/function/strategy support the Council’s stated equality objectives? (see overleaf.) Does it serve to impede them? Please explain.

It does support the councils equality objectives and it does not stand to impede them.

Preliminary Impact Assessment

	Yes	No	Unsure
1. Will this policy or function have an impact on: a. How services are delivered to the public?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Part 1 should be completed by the Lead Officer and signed by the Service Manager. Refer to the [Internal EIA Guidance](#) for more information on what EIAs are, why they are important, when they should be completed, who should be involved, and how they should be done.

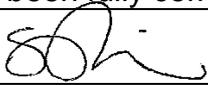
b. Human Resources Policies?

2. Have any aspects of your policy/strategy already been covered by other EIAs?

a. If yes, please indicate which ones and the dates. Also indicate which new/additional aspects would be covered under this EIA.

If you answered Yes or Unsure for question1 please proceed to Part 2 of the EIA, which is to be completed with a small team of people.

Otherwise, if you are satisfied that there would be no additional benefit to completing a full impact assessment (noting that many issues with no apparent relevance may have hidden impacts) then please have your Service Manager sign and date this sheet to indicate that the EIA has been fully completed at this stage.

Manager's Signature: 

This document may be published on the website

Equality Objectives

1. Review Corporate Plan and Equality objectives to ensure links are clear and objectives are evidence based
2. Ensure that all our staff, elected members and volunteers are aware of our responsibilities under the Equality Act 2010 and the Public Sector Equality Duty
3. Engage our communities to participate in the determination of our priorities and decision making
4. Ensure we are transparent in decision making

Part 2: Equality Impact Assessment†

Identifying Potential Equality Issues

Use the information in Part 1, any other supporting documents, and the questions below to aid the group's discussion on the presence of potential equality issues.

- What do you know already about equality impact or need?
- Is there any indication that particular features of this policy/function will create problems for specific groups?
- Is there any indication that particular features of this policy/function will benefit specific groups or advance equality between different groups of people?

Evidence‡

It is difficult to achieve an effective EIA without good evidence. Answer the questions below about the evidence relating to the project/policy/function.

What are the existing sources of evidence and mechanisms for gathering data?

Data is held on the housing register that includes, names, addresses, how long someone has been on the housing register and data on protected characteristics. Housing needs assessments hold data that is used to shape the S106 agreements

Is there any evidence that different groups have different needs, experiences, issues and priorities in relation to the particular policy or function?

There are many different reasons that someone will apply to the housing register.

The policy details who is eligible, what type of accommodation people are eligible for and how their application will be assessed and what priority will be awarded.

This policy enables us to prioritise housing applications based on different needs and household circumstances.

† Part 2 should be completed by the Policy/Project Lead with the help of a team of people invited to assist.

‡ See the "Evidence Collection and Data Use" section of the [Internal EIA Guidance](#).

Does this policy/project impact a particular area of the District? Have there been any demographic changes or trends locally?

Anyone in the district (or outside of the district) can apply to the housing register.

Availability of housing varies in different areas of the district and this affects waiting times for accommodation in those areas but does not impact on how the policy is applied.

Services are accessible regardless of location including telephone contact and face to face visits including outreach services.

Is there any informal feedback from managers, staff or voluntary organisations?

Consultation has been undertaken for the policy and some changes have been made as a result.

We held a member workshop on proposed changes which also ensured we had comments from our elected members representing their constituents.

Are there gaps in the data or our knowledge? What further evidence is needed to understand the impact upon equality?

The data that held is always under review, if there are any emerging issues identified these would be addressed.

We have included a section in the policy to show how the policy is applied for exceptional cases which will be updated as and when new circumstances arise.

Impact

Based on the identification of potential equality issues and the supporting evidence, the team can try to determine the impact of the policy/project/service/function on different groups.

Does the data show different impact upon different groups?

Yes No

If yes, which groups are affected?

Group	May particularly benefit	May adversely impact	No impact anticipated
People from different ethnic groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Women	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Men	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maternity/pregnancy impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disabled people or carers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People from different faith groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older or younger people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
People in rural locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Married people or people in civil partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group cont'd	May particularly benefit	May adversely impact	No impact anticipated
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain the potential benefits or adverse impacts listed above.

Everyone is able to access support with their housing situation regardless of their protected characteristics.
 Some aspects of eligibility are set in law and some are set out in this policy.
 Pathways are set for certain groups including single people, families, those with complex or specific needs, prison leavers, care leavers and of the armed forces community.
 However, these pathways are only identified to allow access to services specific to the needs of these groups but any provision and support to tailored to individual needs regardless of any group or protected characteristics that they may fall into.

Recommendations

Please select a recommended course of action and, where appropriate, explain your choice.

- No major change needed
- Adjust the policy
- Adverse impact but continue
- Stop and remove the policy

Future actions:

None required at this time

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Lead Signature:

Date[§]: 19/12/2024

[§] What happens next? – See the “Understanding the EIA process” section of the [Internal EIA Guidance](#).