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| **TITLE***Name / description of the issue being assessed* | Succession Policy |
| **DATE** *Date the DIA is completed* | Published: December 2018Reviewed: July 2020 |
| **LEAD OFFICER***Name, title and dept of person responsible for carrying out the DIA*. | Aisling Sims – Policy and Partnerships Manager |
| 1. **Summary description of the proposed change**
* *What is the change to policy / service / new project that is being proposed?*
* *How does it compare with the current situation?*
 |
| Succession is the process by which a tenancy is passed to another person on the death of the original tenant of joint tenant. The Succession Policy outlines the process for how the Council will deal with requests for assignment by way of succession and clarifies the circumstances under which a person may succeed to a tenancy.The policy has been subject to a periodic review with no major policy updates.  |
| 1. **Summary of evidence used to support this assessment**
* *Eg: Feedback from consultation, performance information, service user records etc.*
* *Eg: Comparison of service user profile with Medway Community Profile*
 |
| Since 1st April 2018 there have been a total of 37 successions. 2018/19 – 11 cases2019/20 – 21 cases2020 year to date – 5 cases.  |
| What is the likely impact of the proposed change?*Is it likely to :** *Adversely impact on one or more of the protected characteristic groups?*
* *Advance equality of opportunity for one or more of the protected characteristic groups?*
* *Foster good relations between people who share a protected characteristic and those who don’t?*
 |
| **Protected characteristic groups** | **Adverse impact** | **Advance equality** | **Foster good relations** |
| **Age**  |  |  |  |
| **Disabilty** |  |  |  |
| **Gender reassignment**  |  |  |  |
| **Marriage/civil partnership** |  | *✓* |  |
| **Pregnancy/maternity** |  |  |  |
| **Race** |  |  |  |
| Religion/belief |  |  |  |
| **Sex** |  |  |  |
| **Sexual orientation** |  |  |  |
| **Other (eg low income groups)** |  |  |  |
| 1. **Summary of the likely impacts**
* *Who will be affected?*
* *How will they be affected?*
 |
| It has not been identified that this policy will have a negative impact on any protected characteristic, as the policy will be applied universally to all tenants. If the tenancy started after 1 April 2012, a spouse or cohabitee now has the right to succeed, provided they were living with the tenant at the time of their death. There is no requirement for a 12 month residence period. This may be perceived as a negative impact for tenants whose tenancy started before 1 April 2012.  |
| 1. **What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?**
* *Are there alternative providers?*
* *What alternative ways can the Council provide the service?*
* *Can demand for services be managed differently?*
 |
| Where the death of a sole tenant leaves someone in the property without an automatic right to succeed to the tenancy, Housing Services will consider granting a tenancy in certain circumstances (or the tenancy of an alternative property through the allocation process if the current property would be under-occupied or not be suitable to meet the need of the household) at the discretion of the Head of Housing. The decision to grant a succession in these circumstances will be made by taking into account the needs of the household and the local housing demand. Consideration will also be given to the Code of Guidance on the Allocation of Accommodation for Local Authorities 2002.  |
| Action plan* *Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence*
 |
| **Action** | **Lead** | **Deadline or review date** |
| Monitor complaints to identify any negative trends with regards to the Succession Policy | Housing Manager | Ongoing |
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| Recommendation*The recommendation by the lead officer should be stated below. This may be:** *to proceed with the change, implementing the Action Plan if appropriate*
* *consider alternatives*
* *gather further evidence*

*If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.* |
| To continue to implement the reviewed Succession Policy.  |
| Authorisation *The authorising officer is consenting that:** *the recommendation can be implemented*
* *sufficient evidence has been obtained and appropriate mitigation is planned*
* *the Action Plan will be incorporated into the relevant Service Plan and monitored*
 |
| **Authorising Officer** |  **Mark Breathwick****Head of Housing** |
| **Date**  | **July 2020** |