

# EQUALITY IMPACT

# ASSESSMENT

## Full Assessment Form



**South  
Cambridgeshire  
District Council**

**This form is for use in undertaking a full equality impact assessment of a policy following the findings from an equality screening.**

|  |  |
|--|--|
| <b>Name of Policy being assessed</b>         | <b>Homelessness strategy</b>                         |
| <b>Service Area</b>                          | <b>Affordable Homes – Housing Advice and Options</b> |
| <b>Lead Officer</b>                          | <b>Sue Carter/ Heather Wood</b>                      |
| <b>Team</b>                                  | <b>Housing Advice</b>                                |
| <b>Completion date of equality screening</b> |  |

|   |  |
|---|--|
| <b>Start date of assessment</b>   |  |
| <b>Completion of assessment</b>   |  |
| <b>A. STATUS AND SCOPE OF THE POLICY BEING ASSESSED</b>   |  |
| For the purposes of this assessment, the term 'Policy' refers to a Policy, Strategy, Programme, Procedure, Function or Decision.  |  |
| <b>A1. What are main aims, objectives, purpose and intended outcomes of the Policy?</b>   |  |
| How to tackle homelessness over the next five year period including homeless prevention and the provision of accommodation and support.   |  |
| <b>A2. What is the status of this Policy? (New, existing or under review)</b>   |  |
| Homeless strategies have been a legal requirement since 2002, and should be reviewed at least every five years. Following a review of homelessness in the district this homeless strategy covers 2018-23.                     |  |
| <b>A3. What is the timescale and decision-making route for approval of the Policy?</b>  |  |
| Document has been consulted on and is a working document – policy to be approved by Cabinet April 2019.   |  |
| <b>A4. Is this policy associated with the Council's strategic Aims, Approaches and Actions (The Three 'A's')? If so, please state the relevance and association to The Three 'A's'.</b>                                       |  |
| Housing that is affordable to live in:-<br>We will prevent homelessness and provide support for vulnerable people.  |  |
| <b>A5. Who are the intended beneficiaries/stakeholders of the policy or function? How many people are affected and from what sections of the community?</b>   |  |
| The strategy will be applicable to any resident of the district who is homeless or at risk of homelessness. (Duties could also be owed to some people outside of the district, if they fulfil local connection requirements). |  |
| <b>A6. Are external partners involved in delivering this policy? If so, what are their roles, and level of involvement/influence?</b>   |  |
| Joint working with partner agencies in relation to the Trailblazer project, homeless prevention initiatives and joint protocols for vulnerable groups.  |  |

## **B. EVIDENCE, DATA AND CONSULTATION**

It is important to consider all information that is available in determining whether the Policy could have a differential impact. Please include examples of monitoring information, research or consultation reports.

### **B1. What monitoring or other information do you have about relevant target groups, which will show the impact of the Policy?**

See homelessness review.

Data shows acceptances (those accepted as statutorily homeless) by age ( 25-44 year olds account for around 50% of all applicants followed by the 16-24 age group), household type (lone parent female represents the higher household type, followed by couple with children), reason for priority need (households with dependent children account for around 60% of homeless acceptances, followed by mental health) and ethnicity (86.2% of applicants are white compared to 93.3% of population).

### **B2. Have you compared the data you have with the equality profile of the local population? What does it show?**

Yes – see Homeless review. Similar proportions for ethnicity.

### **B3. Have you identified any improvements or other changes that could be made from monitoring the data?**

Data shows key areas of concern – i.e. private rented sector market, and a number of homeless prevention options are targeted at addressing this.

### **B4. Have you consulted or involved external stakeholders about the policy or function? If so, what were their views?**

Consulted during review of homelessness and on the draft strategy document – partner agencies in agreement with main priorities.

### **B5. Have you undertaken any consultation with staff to assess their perception of any impacts of the policy or function? If so, what has been learnt from them?**

Yes as part of the consultation. Staff are given the opportunity to input and comment on issues/impact related to service delivery and these are constantly discussed within team meetings and individually, in an informal rather than structured way

### **B6. Please provide information about any other consultation, research, or involvement undertaken in relation to this impact assessment.**

As above

Based on the evidence and information you have gathered, and any consultations you have carried out, you should:

- Identify any **opportunities to advance equality of opportunity or foster good relations** for people with different protected characteristics (Section C) and;
- **Assess the likely differential impact** – positive or negative - of the policy on people with protected characteristics (Section D).

It is important to **identify whether the Policy could affect some groups of people differently** (a ‘differential impact’). It is particularly important to consider whether the policy would *discriminate against or disadvantage people* on the grounds of any of the protected characteristics, or whether there are *any opportunities to better promote equality or good relations* between different groups of people through modifying the Policy.

Use the table below to summarise the findings of the information and evidence you have gathered. This might include statistical data, external research, or feedback from formal or informal consultations with staff or residents. Consider the information as it relates to the range of protected characteristics (listed in the left hand column) before proceeding to Section D.

If there is no information available about the impact (or potential impact) of the Policy on people with a particular protected characteristic, you should note this in the table.

| <b>C. OPPORTUNITIES TO ADVANCE EQUALITY OF OPPORTUNITY OR FOSTER GOOD RELATIONS</b>   |  |  |  |  |
|---|--|--|--|--|
| <b>You do not need to fill in every single box.</b> The questions are there as a guide, and are prompts to help you consider the way that a policy or decision will impact on people with different protected characteristics before proceeding to Section D. |  |  |  |  |
| <b>Protected Characteristics</b>  | <b>What does the information or evidence we have gathered tell us about the impact of this Policy on different groups of people?</b> |  |  |  |
|   |  | Does the evidence suggest that people with different protected characteristics have different needs or experiences in relation to this Policy? | Could any aspect of the Policy amount to discrimination (either direct or indirect) against people on the grounds of a protected characteristic? | In what ways does this Policy promote <b>opportunities to advance equality of opportunity or foster good relations</b> between people with different characteristics |

|  |   |    |  |  |
|--|---|----|--|--|
|  |   |    | (e.g. male and female; different racial groups)  | different groups of people through <b><i>modifying the Policy</i></b> in some way? |
| <b>Age</b>                             | Housing advice and homeless prevention available to all age groups. Certain age groups i.e. 16/17's and the elderly are more likely to have priority need if homeless by virtue of their age. | No | Partnership work with other key agencies in relation to vulnerable groups i.e. homeless 16/17 year old protocol with social care, and visiting support service for the elderly | Partnership work already a key theme within the strategy.                          |
| <b>Disability</b>                      | Housing advice and homeless prevention available to all, regardless of disability. Homeless applicants with a disability more likely to have a priority need.                                 | No | Partnership work with other key agencies in relation to vulnerable groups, and via lettings policy   | Medical and support needs assessed, as part of assessment process                  |
| <b>Gender Reassignment</b>             | No  | No | Help and support offered to all residents in housing need  | No   |
| <b>Marriage and Civil Partnerships</b> | No  | No | Help and support offered to all residents in housing need  | No   |
| <b>Pregnancy and Maternity</b>         | Housing advice and homeless prevention available to all, however, households  | No | Help and support offered to all residents in housing need  | No   |

|  |  |    |   |    |
|--|--|----|---|----|
|  | with a pregnant woman will be in priority need, by virtue of the pregnancy |    |   |    |
| <b>Race</b>  | No   | No | Help and support offered to all residents in housing need | No |
| <b>Religion/<br/>Belief</b>  | No   | No | Help and support offered to all residents in housing need | No |
| <b>Sex</b>   | No   | No | Help and support offered to all residents in housing need | No |
| <b>Sexual Orientation</b>  | No   | No | Help and support offered to all residents in housing need | No |
| <b>Others e.g. Rurality;<br/>caring responsibility;<br/>working pattern etc.</b> |  |    |   |    |

#### D. DIFFERENTIAL IMPACT OF THE POLICY

Assess the potential differential impact on each of the following protected characteristics. The impact could be negative, positive or neutral. **If you assess a negative impact for any of the groups then you will need to assess whether that impact is low, medium or high.**

| <b>DESCRIPTION OF IMPACT</b>   | <b>Nature of Impact</b><br>(Positive, Neutral, Adverse) | <b>Extent of Impact</b><br>(Low, Medium, High) |
|--|---|--|
| <b>AGE:</b> Identify the potential impact of the policy or function on different age groups.   |   |  |
| There are age restrictions on certain properties (such as sheltered housing for the elderly, and some young persons schemes in the City that we can refer to), however, the front line service | Positive  | Medium   |

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|--|----------|--------|
| will advise all individuals on the appropriate options available for them. There is more potential for some applicants in the younger age group (i.e. 16/17) or older age groups to have a priority need under the homeless legislation due to their vulnerability on this basis or linked needs.              |          |        |
| <b>DISABILITY:</b> Identify the potential impact of the policy or function on disabled people.   |          |        |
| Potentially more likely to be considered to be in 'priority need' at defined in the homeless legislation and will be awarded appropriate priority on the housing register if their current housing is unsuitable as a result of their disability.  | Positive | Medium |
| <b>GENDER REASSIGNMENT:</b> Identify the potential impact of the policy or function on people that have changed gender identity.   |          |        |
| Legislation and policy applied to all regardless of gender reassignment  | Neutral  |        |
| <b>MARRIAGE AND CIVIL PARTNERSHIPS:</b> Identify the potential impact of the policy or function on people who are married or in a civil partnership.   |          |        |
| Legislation and policy applied to all regardless of marriage or civil partnerships   | Neutral  |        |
| <b>PREGNANCY AND MATERNITY:</b> Identify the potential impact of the policy or function on pregnant or maternal mothers and those women who wish to breastfeed.  |          |        |
| Legislation and policy applied to all regardless of pregnancy or maternity – however, households that include a pregnant woman or dependent children will be in priority need if homeless.   | Positive | Low    |
| <b>RACE:</b> Identify the potential impact of the policy or function on different ethnic groups, including national origins, colour and nationality.   |          |        |
| Information is available in different languages and translation can be arranged. Audio information can also be made available. In all cases, officers will look at the needs of the individual or household, and try to provide for these whilst acknowledging that the ideal solution cannot always be found. | Neutral  |        |
| <b>RELIGION/BELIEF:</b> Identify the potential impact the policy or function on different religious/faith groups.  |          |        |
| Legislation and policy applied to all regardless of religion or beliefs  | Neutral  |        |

|  |         |  |
|--|---------|--|
| <b>SEX:</b> Identify the potential impact of the policy or function on men and women.  |         |  |
| Legislation and policy applied to all regardless of sex  | Neutral |  |
| <b>SEXUAL ORIENTATION:</b> Identify the potential impact of the policy or function on lesbian, gay men, bisexual or heterosexual people.                             |         |  |
| Legislation and policy applied to all regardless of sexual orientation   | Neutral |  |
| <b>OTHER CHARACTERISTIC SPECIFIC TO SOUTH CAMBRIDGESHIRE – RURALITY:</b> Identify the potential impact of the policy or function on people who are rurally isolated. |         |  |
|  |         |  |

## E. ACTION PLAN

You should now be able to identify whether the Council needs to take any action to eliminate discrimination, disadvantage or unfair impact, or to make changes to more effectively promote equality, diversity or good relations. Alternatively, you might have identified that you cannot fully assess the impact of the policy on different groups until you have more information, data or other evidence. Actions that you might identify at this stage could include:

Changes to the policy itself

Collecting and analysing data not currently available

Consulting further with staff, residents and customers in order to find out more about how the policy or decision will affect people

Undertaking surveys or other research.

| Action/change required | Responsibility | Timescale | Resources required | What issue/problem will this action address? |
|------------------------|----------------|-----------|--------------------|--|
|                        |                |           |                    |  |
|                        |                |           |                    |  |
|                        |                |           |                    |  |
|                        |                |           |                    |  |
|                        |                |           |                    |  |

## F. RECOMMENDATION

You should now recommend whether the Council should adopt, modify, pilot or reject the policy (please indicate your proposed recommendation from the options below).

|  |          |
|--|----------|
| <b>Adopt the policy in its originally proposed format (no issues identified)</b>   | <b>X</b> |
| <b>Modify the policy to address any negative impact or to better exploit any potential to promote equality, diversity and good relations</b> |          |
| <b>Continue with the policy despite identifying issues (note: justification must be provided)</b>  |          |
| <b>Reject the policy entirely, due to the findings of the EqIA</b>   |          |
| <b>Pilot the policy and re-evaluate the equality impact after the pilot period</b>   |          |
| <b>Modify the policy to meet separate statutory changes, not linked to equality/diversity</b>  |          |
| <b>Please briefly set out your reasons for this recommendation.</b>  |          |

**SIGN OFF: The officers below confirm that this full assessment has been completed in accordance with the Council's guidance**

|   |  |              |
|---|--|--------------|
| <b>Signature of Lead Officer</b>                |  | <b>Date:</b> |
| <b>Signature of Head of Service or Director</b> |  | <b>Date:</b> |

Please retain the original form in your service area and return an electronic copy of the completed form to the Policy and Performance Team for publication.