

Appendix 4

INTRODUCTION

1 Identify the aims of the policy/service/function and how it is implemented.			
	Key questions	Answers / Notes	Actions required
1.1	Is this an existing or a new policy / function?	Review and renewal of an existing Strategy	
1.2	Who defines or defined the policy/function?	Corporate as the requirement for a homeless strategy is a statutory function set out in the Housing Act 1996 (as amended 2017)	
1.3	Who is the policy/function being aimed at?	Housing, members of the public, members, key stakeholders with an interest in homelessness, those who are homeless or threatened with homelessness	
1.4	Who implements the policy/function?	Housing Services	
1.5	What is the objective or purpose of the policy/service/function?	To meet the statutory requirement for authorities to have a homelessness strategy which reviews the circumstances in the district, identifies challenges and sets out priorities for addressing how they will work to prevent and reduce homelessness in the district.	
1.6	What outcomes do you want to achieve with this policy / function and for whom?	<p>A comprehensive evidence base which sets out the issues relating to homelessness in the district</p> <p>A new strategy which clearly identifies the priorities relating to Homelessness for the lifetime of the Strategy and sets out the authorities approach to the prevention of homelessness which is fit for purpose and meets the requirements of the Homeless Reduction Act</p> <p>An action plan which can be reviewed annually which sets out clear SMART actions that will enable the council to meet the priorities contained within the strategy</p>	
1.7	Do these outcomes complement or hinder other policies, values	<p>Complement</p> <ul style="list-style-type: none"> Will aim to support Corporate objectives set out in the Councils 	

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	or objectives of the organisation?	<p>Corporate Plan</p> <ul style="list-style-type: none"> • Supports other policies such as the Rent Deposit Assistance Scheme which is a key prevention tool used to prevent homelessness • Supports the Allocations Policy as it seeks to prevent homelessness and minimise numbers who may otherwise access the Housing Register and place more demand on social housing • Supports financial strategies as the prevention of homelessness is more cost effective and provides value for money for the Council <p>Hinder</p> <ul style="list-style-type: none"> • 	
1.8	What factors or forces are at play that could contribute or detract from the outcomes identified earlier?	<p>Contribute</p> <ul style="list-style-type: none"> • The requirement to have a homelessness strategy is a legal one set out in the Housing Act 1996 (as amended 2002) <p>Detract</p> <ul style="list-style-type: none"> • Lack of corporate buy in for the Strategy (This issue is addressed via the Risk Assessment) • Lack of future investment in the service • Lack of funds to meet service delivery and demand 	
1.9	How does the organisation interface with other bodies in relation to the implementation of this policy / function?	<p>It is essential that the authority works closely with key partners to implement and deliver this function. This Strategy cannot be delivered without key partners such as Housing Management, The Community Safety Unit, Benefits, and external agencies such as those operating in the Community and Voluntary Sector. Partners could take responsibility for delivering actions contained within this strategy.</p>	

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1.10	Taking the nine protected characteristics is there anything in the policy or how the service is delivered that could discriminate or disadvantage any of these groups?	<p>Age</p> <ul style="list-style-type: none"> The Strategy does not discriminate or disadvantage anyone due to their age. <p>Marriage and Civil Partnership</p> <ul style="list-style-type: none"> The Strategy does not treat anyone any differently due to their marital status <p>Race</p> <ul style="list-style-type: none"> The Strategy does not disadvantage on the grounds of race <p>Pregnancy and maternity</p> <ul style="list-style-type: none"> The Strategy does not discriminate if someone is pregnant or has a child or children <p>Religion and belief</p> <ul style="list-style-type: none"> The Strategy does not discriminate on the grounds of religion <p>Sexual Orientation</p> <ul style="list-style-type: none"> The Strategy does not discriminate on the grounds of Sexual Orientation <p>Gender</p> <ul style="list-style-type: none"> Regardless of a person's gender they will receive the same level of service <p>Gender Reassignment</p> <ul style="list-style-type: none"> Where a person has had Gender Reassignment they will receive the same level of service <p>Disability</p> <ul style="list-style-type: none"> The Strategy does not discriminate if someone approaches the service and they have either a visible or invisible disability 	

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1.11	From your perspective, how is the policy actually working in practice for each equalities group?	The Strategy is the overarching document for the Housing Needs Service and sets out the high level priorities for the service, alongside an action plan which will set out the actions that will be delivered to ensure the priorities are achieved. The service delivered is needs based and the level of service received is based on this rather.	

2 Consideration of available data, research and information			
	Key questions	Answers / Notes	Actions required
2.1	What do you already know about who uses and delivers this service?	Those who use the service need housing advice or are threatened with homelessness, or they are already homeless. Service users accommodation will not be settled, or there will be no accommodation available to them. Those who use the service often have multiple or complex needs, may have slept rough or maybe fleeing issues such as domestic abuse, or other forms of abuse (this list is not exhaustive) Most have a need for some housing advice, or accommodation and we may refer to other support services.	
2.2	What additional information is needed to ensure that all equality groups' needs are taken into account?	Information about the service from service users directly. Currently the only feedback gathered from those who use the service is via the complaints and compliments route. However it may be useful to introduce customer feedback as a way of gathering information that tells us how we are doing and we can then utilise this to develop and improve services and inform staff training.	
2.3	How are you going to go about getting the extra information that is required?	One off information gathering via a survey or focus group The use of feedback forms for those who drop in and use the service Mailouts to those who have used the service	

3 Formal consultation			
	Key questions	Answers / Notes	Actions required
3.1	Who do we need to consult with?	Service Users Internal Departments within the Council Corporate Management Team Councillors Other key Partners and Stakeholders such as private landlords Other statutory bodies such as Job Centre Plus	

4 Assessment of impact			
	Key questions	Answers / Notes	Actions required
4.1	Have you identified any differential impact and does this adversely affect any equalities groups?	I have identified no differential impact as the services that this Strategy sets out to deliver are based on need	
4.2	If there is an adverse impact can it be avoided, can we make changes, can we lessen it etc?	None	
4.3	If there is nothing you can do, can the reasons be fairly justified?	None	

5 Assessment of impact			
	Key questions	Answers / Notes	Actions required
5.1	Do any of the changes in relation to the adverse impact have a further adverse affect on any other group?	N/A	