

Appendix B - Equality Impact Assessment (EQIA)

The characteristics protected by the Equality Act 2010 are:

Disability	Age	Sex (gender)
Gender reassignment	Marriage/civil partnership	Pregnancy/maternity
Race	Sexual orientation	Religion/belief

By law we must have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

In effect, this means that we need to ensure that our policies and services are fair, equitable and proportionate and where possible mitigate against any adverse impacts on people from the different protected characteristics.

In addition to the above protected characteristics you should consider the impact of living in a **rural area** as part of this assessment. Where people live is not a characteristic protected by law, but for an organisation such as Babergh and Mid Suffolk District Councils it is good practice to consider carefully how location may affect people's experience of a policy or service.

The Rural-Urban definition, defines the rurality of very small census based geographies. Census Output Areas forming settlements with populations of over 10,000 (which are urban), while the remainder are defined as one of three rural types: *town and fringe, village or hamlet and dispersed*.

Details	
Service or policy title	Homelessness Prevention Fund Policy
Lead officer <i>(responsible for the policy or service/function)</i>	Heather Sparrow, Corporate Manager Housing Solutions
Officers carrying out the EQIA <i>(at least one must have done EQIA training and it is recommended that an officer responsible for the policy or service/function is involved in completion)</i>	Heather Sparrow
Is this new or a revision? <i>(If revision state when previous EQIA undertaken)</i>	New
Is this the first time this policy or function has been assessed?	Yes
Date of completing this EQIA	November 2018

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Description
<p>What exactly is proposed? <i>(Describe the service/policy and the changes that are being planned)</i></p> <p><i>A policy to ensure the fair and accurate assessment of applications for assistance made under the Homelessness Prevention Fund in order to maximise our opportunities to prevent homeless</i></p>
<p>Why? <i>(Give reasons why these changes are being introduced)</i></p> <p><i>The Councils receive grant funding to prevent homelessness within our District. We need a policy to ensure these funds are awarded fairly and consistently.</i></p>
<p>What will the effect of the changes be? <i>(Describe which people, communities, localities etc. will be affected by the changes)</i></p> <p><i>This policy will potentially affect any individual presenting to one of our two Districts who is 'eligible' (within the meaning of Homelessness Legislation) and either 'homeless' or 'threatened with homelessness within 56 days'.</i></p>
<p>How will it be implemented? <i>(Describe the decision making process, timescales, process for implementation)</i></p> <p><i>The Policy will be considered by: - Joint Overview and Scrutiny Committee in November 2018. BDC and MSDC Administrations in December 2018. BDC and MSDC Cabinets in January 2019.</i></p>
<p>When is it due to start? <i>(Planned start of new/revised policy/service)</i></p> <p><i>April 2019</i></p>
<p>Any other relevant details</p> <p><i>None</i></p>

Data about the population
<p>What is the demographic profile or make up of the community you are serving? <i>(A brief overview of quantitative data used and qualitative research undertaken, including customer surveys and focus groups, plus links to reports, local or national data that you have used, suggested sources of information can be found at the end of this document)</i></p> <p><i>We work with clients of all ages, from all tenure types facing a range of housing issues.</i></p>

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<p>What is the profile or make up of your service users by protected characteristics? <i>(Where this data is available. If it is not currently available state any plans to collect this in future)</i></p> <p>Anyone in the Districts is potentially eligible through the scheme as long as meet the eligibility and threatened with homelessness legal tests.</p> <p>BMSDC Districts Population Data</p> <p>Age</p> <p><i>Babergh:</i></p> <ul style="list-style-type: none"> - 16 years or under: 18.14%; - 16 to 64 years: 60.48%; - 65 years and over: 21.38% <p><i>Mid Suffolk:</i></p> <ul style="list-style-type: none"> - 16 years or under: 18.43%; - 16 to 64 years: 61.44%; - 65 years and over: 20.13%

Implications for communities and workforce	
Disability	
What is the impact on people with a disability (including children with additional needs) and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not have an impact on those with a disability. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Age	
What is the impact on people of different ages and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not have an impact on different age groups. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact	N/A

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or further promote positive impact?	
Sex (gender)	
What is the impact on people of different genders and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not have an impact on different genders. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Gender reassignment	
What is the impact on people who have undergone gender reassignment (i.e. transgender people) and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not have an impact on those who have undergone a gender reassignment. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Marriage/civil partnership	
What is the impact on people who are married or in a civil partnership and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not have an impact on those who are married or in a civil partnership. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Pregnancy/maternity	
What is the impact on people who are pregnant women or those with a young child and what evidence do you have?	<i>The policy will not have an impact on those who are pregnant or those who have young children. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute.</i>

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<i>(If you do not believe there is any impact describe why not)</i>	<i>Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Race	
What is the impact on people from different races or ethnic groups and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not have an impact on individuals from other races or ethnic groups. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Sexual orientation	
What is the impact on people according to their sexual orientation and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not consider sexual orientation. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A
Religion/belief	
What is the impact on people according to their religion or belief and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	<i>The policy will not consider religious belief's. The policy will be open to anyone meeting the 'eligibility' and 'homelessness' criteria, both of which are defined in legal statute. Therefore, there will be no positive or negative impact.</i>
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact	N/A

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or further promote positive impact?	
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Rurality	
Where people live is not a characteristic protected by law: but for Babergh and Mid Suffolk District Councils it is good practice to consider carefully how location may affect people's experience of a policy or service.	
What is the impact on people according to whether they live in an urban or rural environment and what evidence do you have? <i>(If you do not believe there is any impact describe why not)</i>	The policy will cover the whole of both Districts. Applicants who apply from within rural areas, will have to meet the same criteria as those in more rural areas.
How does it have a positive or negative impact?	N/A
What could be done to mitigate any adverse impact or further promote positive impact?	N/A

Making Decisions	
Having completed this equality impact assessment indicate which decision is recommended to be taken.	
Should the policy or service be implemented as the correct course of action?	Yes
Should the policy or service be amended as suggested by the report so that mitigating actions are taken to address an adverse or negative impact on any characteristic?	No
Should the policy or service be reviewed and revised more significantly to take into account its impact on different groups?	No
Should the policy or service not be actioned as there are too many negative impacts?	No

Monitoring Impact

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Assessing the impact on equality is an ongoing process that does not end once a policy or service had been agreed or implemented.	
How frequently will the policy or service be reviewed?	The policy will be reviewed after three years, unless there is any legislative changes in the meantime.
Who will be involved?	Housing Solutions, Members
Will there need to be an action plan completed for any amendments?	No
What further evidence or consultation will be needed to check that the policy or service is working well?	Yearly Reviews

Completion	
Authors signature	Heather Sparrow
Date of completion	8 th November 2018

Additional sources of data can be found on the following links:

<http://www.suffolkobservatory.info/Default.aspx>

<http://www.nomisweb.co.uk/>

<https://www.ons.gov.uk/>

<http://suffolkcf.org.uk/publications/hidden-needs-2016/>

<https://www.nao.org.uk/>