



**EQUALITY IMPACT ASSESSMENT**

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Housing & Social Work
Section	Housing Options and Homelessness
Title of the activity etc.	Homelessness Budget
Aims of the activity	The aim of the activity is to put funding into projects to develop and support the Homelessness Service and deliver the actions within the Homelessness Action Plan. Service Level Agreements are in place with Aberdeen Foyer and Turning Point Scotland for the provision of supported accommodation. There are also Service Level Agreements with Grampian and Langstane Housing Associations for the provision of support services for resettlement and tenancy sustainment. Further funding will be used in the prevention of homelessness and housing and homelessness promotions. Other projects include the Rent Deposit Guarantee scheme, Domestic Abuse safety measures, private lets deficit funding, Looked after Children Social Work payment, furniture projects and emergency support packs. The activities and actions that are identified in the Homelessness Action Plan relate to our desired priority outputs identified in the homeless strategic outcome Statement
Author(s) & Title(s)	<input type="text"/> Housing Manager (Options & Homelessness) Vacant, Service Development Officer (Homelessness)

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Local Housing Strategy 2012-2017 Homelessness Strategic Outcome Statement & Homelessness Action Plan which was developed through an extensive consultation programme and data gathering exercises. Minutes of Options and Homelessness Management Team Minutes of Homelessness Strategic Outcome Group Independent feedback from Service Exit Questionnaires Service Key Performance Indicators (KPI's) Homeless Services Performance Management Information; Aberdeenshire’s Homelessness Statistics summaries (monthly) Homeless Prevention monitoring General equalities monitoring (information on Arcadia)

<p>Internal consultation with staff and other services affected.</p>	<p>Consultation is an ongoing process and we aim to make best use of the corporate planning framework in order to address the root causes of homelessness</p> <p>An Options and Homelessness Event took place in May 2013 involving all partners and stakeholders to review current practices and allow input into service development. Attendance on the day saw representation and contribution from other Local Authorities with representatives from Highland Council, Aberdeen City Council and Moray Council. A broad cross section of staff from Aberdeenshire Council also attended with representation from Education, Social Work, Community Planning and Housing services. The Head of Housing, Vice Chair of the Social Work and Housing Committee and a Policy Officer from the Homeless Division at the Scottish Government were also in attendance. Further representation came from Grampian, Langstane, Castlehill and Tenants First Housing Associations. A large third sector input came from various organisations including Aberdeen Foyer, Turning Point Scotland, Blue Triangle Housing Association, The Rock Trust, Crisis Scotland, The Bethany Christian Trust, Aberdeenshire Drug and Alcohol Partnership/National Health Scotland and the Chartered Institute of Housing.</p> <p>Practice and Network Forums have been established to address and develop specific areas which have been identified and to share good practice.</p> <p>Minutes of Homelessness Strategic Outcome Group  Minutes of Options and Homelessness Management Team  Local Area Team meetings  Lead Role Team meetings  Other Strategic Outcome Groups and internal partnership groups which directly link to Homelessness.  Planning for the Future Tenants Group  Options &amp; Homelessness Tenant/Officer Group  Single Outcome Agreement  Community Planning Partnership</p>
<p>External consultation (partner organisations, community groups, and councils).</p>	<p>Scottish Government/Convention of Scottish Local Authorities (COSLA) 2012 Steering Group: Replaced by the Scottish Government/Convention of Scottish Local Authorities (COSLA)  Homelessness Prevention Group  Regional Housing Options Hub  Homelessness Statistics Users Group  Cross Sector Supported Accommodation Working Group (SAWG)  Service Level Agreements – reporting, monitoring and review meetings.  Aberdeenshire Health Improvement Group.  Service User Involvement in the Rock Trust Beyond Homelessness Research</p>

External data (census, available statistics).	Statutory Key Performance Indicators (KPI's) and statistical returns (HL1) Feedback from Care Inspectorate inspection Feedback from Self Submission to Care Inspectorate Feedback from Self Submission to Scottish Housing Regulator Service User involvement in the Rock Trust Beyond Homelessness Research Operation of the Homeless Persons Legislation in Scotland: Quarterly Updates Youth Homelessness Analysis 2013-14 Health and Homelessness/Care Standards Scottish Housing Best Value Network Housemark Census
Other (general information as appropriate).	Committee/Scrutiny/Audit Reports

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	A more robust Housing Support Outcome Monitoring system is required to monitor the direct impact of service delivery on Homelessness.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:
	Work is progressing with the introduction of a Housing Support Outcome Monitoring system, an additional module on the present Northgate System.	April 2015

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger			Yes	
Age – Older			Yes	

Disability			Yes	
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.		

Stage 7: Have any of the affected groups been consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	The development and production of the Local Housing Strategy 2012-2017 and the Homelessness Strategic Outcome Statement included consultation with Partners, Stakeholders and the wider community. This included groups within the protected characteristics. Further consultation has been undertaken through exit surveys of service users; national surveys; academic research and consultation on policy drivers. Individuals are always consulted on their own journey through the homelessness services and current satisfaction levels from survey returns are high.

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale

Stage 9: What steps can be taken to promote good relations between various groups?	
These should be included in the action plan.	The evidence detailed in stage 2 are multi- agency in nature and focus on the aim to provide holistic and integrated services in the prevention and mitigation of Homelessness.

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?
The Homelessness Service and action plan is aimed at all who fall into this situation irrespective of the presence or absence of protected characteristics.

Stage 11: What equality monitoring arrangements will be put in place?	
These should be included in any action plan (for example customer satisfaction questionnaires).	The elements of the Homelessness Action Plan are addressed on a regular basis at Homelessness Strategic Outcome Group meetings. Individual Equality Impact Assessments will be undertaken on specific projects and initiatives arising from the plan.

Stage 12: What is the outcome of the Assessment?	
Please complete the appropriate box/boxes	1 No negative impacts have been identified –please explain.
	The activity provides the financial resources to support the delivery of the Homelessness Action Plan. The plan takes account of the relevant importance of certain aspects of the Homeless Service including those within the protected characteristic groupings. The need to address, prevent and resolve the impact of Homelessness is a statutory requirement placed on the Local Authority

	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

\* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

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Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Housing and Social Work - Options and Homelessness Team	
	2) Title of Policy/Activity	Homelessness Budget	
	3) <b>Authors:</b> I/We have completed the equality impact assessment for this policy/ activity.	Name: <input type="text"/>	Name: Vacant
		Position: Housing Manager (Options & Homelessness) Date: 30 October 2014 Signature:	Position: Service Development Officer (Homelessness) Date: Signature:
	Name: Position: Date: Signature:	Name: Position: Date: Signature:	
4) Consultation with Service Manager	Name: <input type="text"/> Housing Manager (Options & Homelessness) Date: 30 October 2014		

5) Authorisation by Director or Head of Service	Name: Douglas Edwardson Position: Head of Housing Date: 6/11/14	Name: Position: Date:
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.	Date:
	7) EIA author sends a copy of the finalised form to: eia@abdnshire	Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO		Date:

Action Plan					
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications
Work is progressing with the introduction of a Housing Support Outcome Monitoring system, an additional module on the present Northgate System. The system has been built, tested and staff training provided and will be used for new support cases from November 2014 with full implementation and outcome monitoring reporting by April 2015.	Ongoing	Target – full implementation by April 2015	[ ] Service Development Officer (Homelessness)	To have a more robust Housing Support Outcome Monitoring system to monitor the direct impact of service delivery on Homelessness.	Within existing resources
Monitor the implementation of the Homelessness Action Plan	Ongoing	Ongoing	[ ] Service Development Officer (Homelessness)	Ensure the plan continues to have no negative impact on protected groups.	Homelessness Strategic Outcome Group



<p>Undertake Equality Impact Assessments on specific projects and initiatives arising from the Homelessness Action Plan.</p>	<p>Ongoing</p>	<p>Ongoing</p>	<p><input type="checkbox"/> Service Development Officer (Homelessness)</p>	<p>Ensure the plan continues to have no negative impact on protected groups.</p>	<p>Individual project leads</p>

