



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Infrastructure Services
Section	Housing (Options & Homelessness)
Title of the activity etc.	Housing
Aims of the activity	Out of area clients are service users with high support needs who have been housed in Aberdeenshire by another authority. The funding responsibility lies with these authorities, however historically some of the housing support costs have been paid by Aberdeenshire Council housing team. This is now being reviewed to ensure the best use of the homeless budget to maintain services with as little impact as possible whilst meeting the requirements of the service to review general fund budgets. The intention will be to cap the amount of housing support being offered in line with all other clients and pass on the remaining funding responsibility to the placing authority.
Author(s) & Title(s)	Allan Jones (Acting Housing Manager Options & Homelessness)

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Housing Performance & Continuous Improvement information; Scottish Government statistics; Care Inspectorate; Commissioning team
Internal consultation with staff and other services affected.	Housing staff; Commissioning Team; Finance
External consultation (partner organisations, community groups, and councils).	Other authorities

External data (census, available statistics).	Scottish Government statistics
Other (general information as appropriate).	Scottish Social Housing Charter PI's; SHELTER

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No

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:

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?	Each out of area placement will be reviewed to ensure the number of housing support hours is in line with current needs. If the need is in excess of the maximum 10 hours that can be provided under housing support this will be discussed with the placing authority with a view to them taking over the costs or to consider the best place for the client to stay in the future.

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
	Mitigating Steps	Timescale
These should be included in any action plan at the back of this form.	A review of each out of area case is taking place to ensure the tenant and placing authority are aware of the decision to lower support to match in area clients. This will enable the placing authority to ensure that suitable support is provided for their client.	Active & Ongoing

Stage 9: What steps can be taken to promote good relations between various groups?
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These should be included in the action plan.

Continue to work with other authorities in Scotland to ensure particular vulnerable groups and individuals have well managed and supported accommodation requirements met

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

Aberdeenshire Council housing policies and procedures provides positive advise, support and accommodation to those affected by any changes.

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).

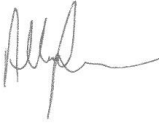
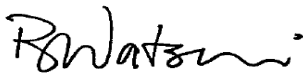
Ongoing currently and monitored

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 responsibility for the client lies with the placing authority. If the client has a need for support in excess of the maximum that can be offered under housing support the placing authority would be expected to pay for this need or alternatively ensure they are placed somewhere suitable for their needs.	
	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.

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Infrastructure Services (Housing)	
	2) Title of Policy/Activity	Housing	
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: Allan Jones Position: Acting Housing Manager (Options & Homelessness) Date: 12 th August 2016 Signature: 	Name: Position: Date: Signature:
		Name: Position: Date: Signature:	Name: Position: Date: Signature:
	4) Consultation with Service Manager	Name: Date:	
	5) Authorisation by Director or Head of Service	Name: Brian Watson Position: Acting Head of Housing Date: 12/08/2016 Signature: 	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: N/A	
	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
A review of each out of area case is taking place to ensure the tenant and placing authority are aware of the decision to lower support to match in area clients. This will enable the placing authority to ensure that suitable support is provided for their client.	April 2016	October 2016	Gail Predell – Team Leader Options & Homelessness	To ensure that all out of area placements are reviewed and are brought into line with in area placements.	None