Herefordshire Council

Equality Impact Assessment (EIA) Form

Please read EIA guidelines when completing this form

1. Name of Service Area/Directorate

Name of Head of Service for area being assessed	Ewen Archibald
Directorate	Community Wellbeing

Individual(s) completing this assessment	**Name**	**Job Title**
	Bob Barnett	Housing Strategy officer
Date assessment completed	25th October 2022	

2. What is being assessed

Activity being assessed (eg. policy, procedure, document, service redesign, strategy etc.)	Temporary Accommodation Policy and Procurement Framework for Herefordshire 2022
What is the aim, purpose and/or intended outcomes of this activity?	The main purpose of the procurement framework is to ensure that Herefordshire Council have an open and transparent procurement policy to secure Bed and Breakfast and Hotel accommodation that is used as Temporary Accommodation. For this purpose, 'procurement framework' means all aspects of the process. Whilst the requirement to source Temporary Accommodation is not a new one, this procurement framework is a new process for Herefordshire Council. This Procurement Framework will ensure that Herefordshire Council meets the recommendations of the Supreme Court judgement in the case of (TN) Nzolameso v Westminster City Council (2nd April 2015). It recommended that all local authorities should have a policy that assesses need for temporary accommodation, explaining how the council will procure sufficient supply and explains the process that is followed to place people into temporary accommodation.
Name of lead for activity	Bob Barnett / Haley Crane
Who will be affected by the development and implementation of this activity?	☒ Service Users ☐ Patients ☐ Carers ☐ Visitors ☒ Staff ☐ Communities ☒ Other __Registered providers, business owners, landlords.
Is this:	☒ Review of an existing activity ☐ New activity ☐ Planning to withdraw or reduce a service, activity or presence?
What information and evidence have you reviewed to help inform this assessment? (name sources, eg demographic information for	Review of Court Recommendations. Understanding Herefordshire 2018 Herefordshire Council does not have its own social housing stock and is reliant on private registered providers (commonly known as housing associations) to fulfil its statutory duties in respect of housing homeless households and those in priority need. An

services/staff groups affected, complaints etc.	average of just under 60 households per month accept an offer. IN order to meet its requirements to provide Temporary Accommodation, Herefordshire Council uses a range of Registered Provider and Private Rental Sector properties. Spot purchasing units of B&B and Hotel rooms from the open market locally augment these. An average of forty units of B&B / Hotel accommodation are required nightly to meet current levels of Temporary Accommodation demand.
Summary of engagement or consultation undertaken (eg. who and how have you engaged with, or why do you believe this is not required)	All local supplies of B&B / Hotel accommodation, that are currently being used for Temporary Accommodation have been consulted. Other suppliers who are not currently offering their properties for use as Temporary Accommodation have not been consulted at this time, as they do not engage with Herefordshire Council in order to supply units of accommodation to people we work with. Should new providers make themselves available, then the Temporary Accommodation Team will undertake consultation and provide support to access this process.
Summary of relevant findings	Providers were concerned about the additional administrative burden this may place upon them in order to access this process. Reassurance has been provided by the Temporary Accommodation Team that assistance will be given to navigate and access this framework provisions and processes. The Framework is an electronic application process where by a form is filled in. Where required this form could be printed and filled in. In addition staff in the Temporary Accommodation Team are able to help with filling it in or taking suppliers through it and helping them fill it in. Part of the application process is suppliers commit to Safeguarding and Equalities Statement and signing to confirm they will operate in this manner.

3. The impact of this activity

Please consider the potential impact of this activity (during development and implementation) on each of the equality groups outlined below. **Please tick one or more impact box below for each Equality Group and explain your rationale**. Please note it is possible for the potential impact to be both positive and negative within the same equality group and this should be recorded. Remember to consider the impact on staff, public, patients, carers etc. in these equality groups.

Equality Group	Potential <u>positive</u> impact	Potential <u>neutral</u> impact	Potential <u>negative</u> impact	Please explain your reasons for any potential positive, neutral or negative impact identified
Age		X		Rational for Neutral impact upon all groups is that the Framework applies to businesses supplying a service to Herefordshire Council. A support process is in place to ensure that these business are able to engage with and access the framework requirements and thus mitigate the risk they will no longer supply the service to Herefordshire Council.
Disability		X		
Gender Reassignment		X		
Marriage & Civil Partnerships		X		
Pregnancy & Maternity		X		
Race (including Travelling Communities and people of other nationalities)		X		
Religion & Belief		X		
Sex		X		
Sexual Orientation		X		
Other Vulnerable and Disadvantaged Groups (eg. carers, care leavers, homeless, social/ economic deprivation, etc)		X		
Health Inequalities (any preventable, unfair & unjust differences in health status between groups, populations or individuals that arise from the unequal distribution of		x		

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Please explain your reasons for any potential positive, neutral or negative impact identified
social, environmental & economic conditions within societies)				

What actions will you take to mitigate any potential negative impacts?	Risk identified	Actions required to reduce/ eliminate negative impact	Who will lead on the action?	Timeframe

4. Monitoring and review

How will you monitor these actions?	This framework protocol will be reviewed yearly. It will be monitored monthly to assess impact upon market provision locally.
When will you review this EIA? (eg in a service redesign, this EIA should be revisited regularly throughout the design & implementation)	

5. Equality Statement

- All public bodies have a statutory duty under the Equality Act 2010 to set out arrangements to assess and consult on how their policies and functions impact on the 9 protected characteristics.
- Herefordshire Council will challenge discrimination, promote equality, respect human rights, and design and implement services, policies and measures that meet the diverse needs of our service, and population, ensuring that none are placed at a disadvantage over others.
- All staff are expected to deliver services and provide services and care in a manner which respects the individuality of service users, patients, carers etc, and as such treat them and members of the workforce respectfully, paying due regard to the 9 protected characteristics.

Signature of person completing EIA	Robert Barnett – Housing Strategy Officer.
Date signed	22/12/22