

## **Report to the Cabinet**

**Report reference:** C-016-2017/18  
**Date of meeting:** 12 October 2017



**Portfolio:** Housing  
**Subject:** Flexible Homelessness Support Grant  
**Responsible Officer:** Roger Wilson (01992 564419)  
**Democratic Services:** Gary Woodhall (01992 564470)

---

### **Recommendations:**

(1) That the remainder of the Government's Flexible Homelessness Support Grant be used as follows:

(a) an additional £80,000 in 2017/2018 and £80,000 in 2018/2019 for further rental and damage deposit guarantee loans;

(b) the re-introduction of the Preventing Repossession Fund with a budget of £40,000 in 2017/2018 and £65,000 in 2018/2019;

(c) three additional single homeless applicant (or parent and child applicant) placements at the Zinc Arts Project at a cost of around £3,000 for the remainder of 2017/2018, and providing there are no concerns, a further 3 placements are made from April 2018 (making nine in total) at a cost of around £6,000 in 2018/2019;

(d) a budget of £8,000 in 2017/2018 and £8,000 in 2018/2019 to provide landlord incentive payments, in partnership with Genesis Housing Association, of £2,000 per property, paid on the basis that the property is available to the Council's homeless applicant for a minimum period of 2 years; and

(e) an additional budget of £8,000 in 2018/2019 to enable the appointment of an external company to provide specialist services to rough sleepers in the District; and

(2) That a further report be submitted to the Cabinet should any additional grant be received from Government in order to provide financial support to help meet new duties under the Homelessness Reduction Act 2017.

### **Executive Summary:**

The Council has received a new Government Flexible Homelessness Support Grant (the Grant) which is required to be ring fenced to be used on homelessness services in the sum of £277,000 in 2017/2018 and will receive £313,000 in 2018/2019. At its meeting on 15 June 2017 (Minute 10 refers), the Cabinet agreed a number of initiatives for the initial use of the Grant. The Housing Portfolio Holder has held initial discussions with Officers and makes the above recommendations for the use of the remainder of the Grant.

Furthermore, following the Homelessness Reduction Act 2017 receiving Royal Assent on 27 April 2017, Officers have been informally advised that the Government is working towards an April 2018 commencement. Under the Act there will be considerable additional duties placed upon authorities nationally to prevent and reduce homelessness. Due to the additional duties and the burdens being placed on authorities, the Government has announced that it will be providing financial support to help meet with the new duties. It is recommended that a further report be submitted to the Cabinet should any additional grant be received from Government in order to provide financial support to help meet with new duties under the Homelessness Reduction Act 2017.

### **Reasons for Proposed Decision:**

In order that the Cabinet can consider the use of the remainder of the Government's Flexible Homelessness Support Grant.

### **Other Options for Action:**

- (i) Not to consider the use of the remainder of the Government's Flexible Homelessness Support Grant.
- (ii) To agree alternative options for the use of the remainder of the Government's Flexible Homelessness Support Grant.
- (iii) Not to receive a further report on the use of any further Government grant funding received as a result of the introduction of the Homelessness Reduction Act 2017.

### **Report**

#### The Government's new Flexible Homelessness Support Grant

1. The Government's new Flexible Homelessness Support Grant (the Grant) replaces the former Department of Work and Pensions (DWP) Temporary Accommodation Management fee funding, which was provided to meet the costs of local authorities' management fees paid to Housing Associations to let and manage private sector accommodation for homeless families. The Government wants to "encourage local authorities to spend money on stopping homelessness instead of on costly temporary accommodation." It has therefore abolished paying management fees and provided instead a "lump sum" in order for authorities to tackle homelessness in more flexible and creative ways.

2. Under the Grant (which is required to be ring fenced to be used on homelessness services), the Council received £277,000 in 2017/2018 and will be receiving £313,000 in 2018/2019, compared to around £60,000 per annum previously received under the Temporary Accommodation Management funding.

#### Initial Use of the Support Grant

3. At its meeting on 15 June 2017 (Minute 10 refers), the Cabinet agreed that a proportion of the grant be used to fund the initiatives set out in the following table:

<b>Initiative</b>	<b>Expenditure (£) 2017/2018</b>	<b>Expenditure (£) 2018/2019</b>
Cost of Management Fees to Genesis Housing Association to provide private rented accommodation to homeless applicants	60,000	60,000
Cost of the Council's Housing Related Support charges at the Young Parent's Scheme Railway Meadow, Ongar	29,000	29,000
Funding already agreed by Cabinet on Homelessness Initiatives	43,500	43,500
Funding of the part-time (18 hours) Deputy Hostel Manager already agreed by the Housing Portfolio Holder	13,700	13,700
<b>Total Cost</b>	<b>146,200</b>	<b>146,200</b>
<b>Grant Balance</b>	<b>130,800</b>	<b>166,800</b>

4. As can be seen, this results in a balance of approximately £131,000 in 2017/2018 & £167,000 in 2018/2019.

#### Use of the Remaining Flexible Homelessness Support Grant

5. The Housing Portfolio Holder has held initial discussions with Officers and recommends to the Cabinet the following use of the remainder of the Grant.

#### Rental Loans and Damage Deposit Guarantees

6. At its meeting on 3 December 2015 (Minute 113 refers), the Cabinet agreed on the recommendation of the Finance and Performance Management Cabinet Committee that "Invest to Save" funding of £30,000 per annum for three years (commencing 2016/2017) be used to provide rental loans and damage deposit guarantees to homeless applicants. This would reduce the number of applicants being placed in costly bed and breakfast and other temporary accommodation.

7. However, priority was to be given to landlord deposit loans held by a third party on behalf of the Council as they were more likely to be recovered. Officers were unable to

identify landlords who would enter into such arrangements as it was very complicated to have the loans held on behalf of the Council (rather than being lodged with a third party by the landlord) as it would require the Council to be named on tenancy agreements which was considered to be inappropriate.

8. As a result, at its meeting on 2 February 2017, (Minute 130 refers) the Cabinet agreed that the existing Invest to Save Funding of £90,000 over three years from 2016/2017 be used for providing applicants with a rental loan of 4 weeks rent to meet the costs of rental loans to assist them in securing accommodation in the private rented sector and/or a damage deposit guarantee in accordance with LHA rates (but lodged with a third party by the landlord). As none of the funding was able to be spent in 2016/2017 due to the reasons set out in Paragraph 7 above, the budget was carried forward resulting on £60,000 being available in 2017/2018 and £30,000 available in 2018/2019. Applicants are required to repay loans on an interest free basis over 36 months, thereby re-cycling the budget to enable others to benefit from the Scheme in the future.

9. Using the funding in this way has assisted the Council with preventing homelessness. In the period April-August 2017, 44 cases were prevented at a cost of £56,000. All of those cases assisted would otherwise have potentially been placed in either costly bed and breakfast, Hostel or non-secure Council accommodation.

10. Due to the effectiveness of the Scheme in preventing homelessness, it is recommended that an additional £80,000 in 2017/2018 and £80,000 in 2018/2019 is provided for further rental loans and damage deposit guarantees funded from the remainder of the Grant.

#### Preventing Repossession Fund

11. The Council received a grant of £47,500 from the Communities and Local Government (CLG) at the end of June 2009, to enable the Council to provide small loans to families at risk of homelessness through repossession or evictions. In March 2012, a further grant of £30,000 was received as part of a preventing re-possession national allocation. The Government issued guidance at that time on the use of the grant.

12. Under the Guidance, financial assistance through small interest free loans ranging from £1,000 to £3,000 per household was available interest free repayable over a period of an average of three years depending on the amount of the loan. The funding was used to assist residents in all forms of tenure that are struggling with their rental payments and face eviction. Only households who, following investigations, are found to be genuinely unable to pay their rent or mortgage due to "income shock" caused by loss of earnings where there is no history of previous arrears, were able to benefit and were only agreed when the recipient was prepared to act on debt advice to make repayments more affordable following the intervention of an advisor.

13. The most common reason for acceptances of homelessness is due to the termination of Assured Short-hold Tenancies leading to the loss of private rented accommodation. Although there were a large number of cases where homelessness was prevented there were the following acceptances:

- 17 due to loss of private rented accommodation in 2015/2016;
- 11 due to the loss of private rented accommodation in 2016/2017;
- 12 due to mortgage arrears, local authority or housing association rent arrears in 2015/2016; and
- 6 due to mortgage arrears, local authority or housing association rent arrears

in 2016/2017

14. Such acceptances may have been avoided if preventing re-possession funding was in place.

15. Therefore, due to the potential for preventing homelessness (and homelessness acceptances) because of risk of possession or evictions, it is recommended that the Preventing Repossession Fund is re-introduced under the same conditions as previously funded from the remainder of the Grant with a budget of £40,000 in 2017/2018 and £65,000 in 2018/2019.

#### Zinc Arts, Ongar

16. Zinc Arts is a charity and offers a programme of accredited courses to those who struggle with mainstream education to make tangible achievements that help them into work. It promotes arts engagement by hosting exhibitions with publically accessible performances in its theatre within their building. They also have a restaurant on site and a cinema facility.

17. Also on site is a residential block, comprising 25 units which were originally designed for the use of students attending Zinc Arts' programmes. However, as there was limited interest from such students many of the rooms remain empty. Following the recent receipt of planning permission, it is the intention of Zinc Arts to let them to people who require support as a "health and wellbeing" project with a Duty Manager on-site 24 hours a day, 7 days a week.

18. The Council discussed with Zinc Arts a proposal that the Council uses some of the available accommodation for either single or parent and child homeless applicants. Officers (and later the Housing Portfolio Holder and Ward Members) visited the site and found that the accommodation is of a good standard and would be suitable for this purpose, thereby reducing B&B costs for better accommodation.

19. The licence charge for each unit is £735 per month which includes the provision of bed linen, towels and cleaning. Under Housing Benefit rules the Local Housing Allowance (LHA) rates varies for those under and over 35 years of age. The LHA is the maximum amount of housing benefit that can be provided to occupants. The following table sets out the annual savings to the General Fund for each unit based on the age of the applicant:

<b>Homeless applicants <u>under</u> 35 years of age</b>				
<b>Licence charge for unit per annum (£)</b>	<b>Local Housing Allowance per unit per annum (£)</b>	<b>Council's top-up Charge per unit per annum (£)</b>	<b>Cost of B&amp;B per room per annum (£)</b>	<b>Annual saving to the Council per unit per annum (£)</b>
8,820	3,648	5,172	8,280	3,108
<b>Homeless applicants <u>over</u> 35 years of age</b>				
<b>Licence charge for unit per annum (£)</b>	<b>Local Housing Allowance per unit per annum (£)</b>	<b>Council's top-up Charge per unit per annum (£)</b>	<b>Cost of B&amp;B per room per annum (£)</b>	<b>Annual saving to the Council per unit (£)</b>
8,820	6,948	1,872	8,280	6,408

20. On 5 April 2017, the Housing Portfolio Holder made a decision that initially the Council entered into an Agreement with Zinc Arts, Ongar to place three of the Council's single (or parent and child) homeless applicants over 35 years of age at the accommodation on a three month pilot basis. The top-up cost of around £1,400 have been met from the Government's Flexible Homelessness Support Grant making an overall saving to the General Fund of around £4,800 if all 3 applicants are placed there for the full 3 month period.

21. Following completion of the three month pilot no concerns have been raised by either Zinc Arts, local residents or the applicants themselves.

22. Due to the success of the Scheme and the substantial savings to the General Fund of costly bed and breakfast accommodation, it is recommended that an additional three placements are made immediately at a cost of around £3,000 for the remainder of 2017/2018 and, providing there are no concerns, a further 3 placements are made (making nine in total) at a cost of around £6,000 in 2018/2019 funded from the remainder of the Grant. If nine homeless applicants over the age of 35 years are placed there this would result in a saving to the General Fund of up to a maximum of £57,600 per annum.

#### Housing Association Leasing Direct (HALD) Scheme

23. The Council set up a Housing Association Leasing Direct (HALD) scheme with Genesis Housing Association in July 2010. The Council are currently assisting 17 households in accessing private rented accommodation under the scheme through nominations made by the Homelessness Prevention Team. As these households may have been found to be homeless and owed a full duty and could well have been placed in costly bed and breakfast accommodation for a period, the HALD scheme is an important resource and brings savings to the Council. Those referred must be eligible for full housing benefit in order to qualify for assistance, with the household being able to remain in the property for 2 years under an assured short-hold tenancy.

24. The Council currently pays management fees of around £55,000 per annum to Genesis Housing Association to provide the 17 units of private rented accommodation to some of the Council's homeless applicants, representing a cost of around £60 per week per unit. The amount paid is set in accordance with the DWP's Housing Benefit Subsidy rules.

25. As this is an important part of the Council's homelessness prevention regime it is suggested that the Council, working with Genesis Housing Association, expands the numbers of units of rented accommodation available in this way to assist with preventing homelessness further. However, in order to procure more units of private sector accommodation it will be necessary to offer potential landlords an incentive to offer up their properties in this way. Incentive payments are now becoming commonplace with many authorities paying landlords between £2,000 and £6,000. The Housing Options Manager has had discussions with Genesis Housing Association who have indicated that they may be able to secure more properties if the Council were to offer an incentive of £2,000. It is recommended that a budget of £8,000 in 2017/2018 and £8,000 in 2018/2019 is provided for landlord incentive payments of £2,000 per property, paid on the basis that the property is available to the Council's homeless applicant for a minimum period of 2 years, funded from the Grant.

#### Funding of Services to Rough Sleepers

26. At its meeting on 2 February 2017 (Minute 130 refers), the Cabinet agreed that a CSB Growth Bid of £2,500 per annum is made from 2017/2018 to fund an external company to provide specialist services to rough sleepers in the District. At its meeting on 15 June 2017 (Minute 10 refers), the Cabinet agreed that this cost be met from the Grant. Officers

have approached various agencies who provide such services all of whom are not able to assist unless there are more funds available. As this is an important service that would provide essential assistance to vulnerable rough sleepers many of whom would be at risk in the District it is recommended that an additional provision of £8,000 is made in 2018/2019 funded from the Grant.

#### Potential Homelessness Reduction Act Grant funding

27. The Homelessness Reduction Act 2017 received Royal Assent on 27 April 2017 and Government are working towards an April 2018 commencement which will include re-writing the Homelessness Code of Guidance. Under the Act there will be considerable additional duties placed upon authorities nationally to prevent and reduce homelessness.

28. The main proposed additional duties are (in summary) as follows:

- The period that a person can be considered to be threatened with homelessness and if it is likely that they will become homeless is extended from 28 days to 56 days.
- An applicant seeking homeless support would automatically be judged to be homeless once the period specified in a Section 21 Notice expired (which is the standard notice period provided by private landlords to tenants and is recognised as the single biggest cause of homelessness), preventing councils to advise applicants to remain in occupation beyond expiry.
- Placing an emphasis on services preventing homelessness from occurring strengthening the duties on local authorities to provide advice, securing accommodation and other help available.
- Ensuring services meet the needs of groups at particular risk to reflect their complex needs and vulnerabilities.
- Complying with a new Code of Practice (not yet published) that specifies how homelessness services should be run and desired outcomes.
- A duty to carry out an assessment of an applicant's case notifying the applicant of the assessment and the provision of a Personal Housing Plan, including a summary of the applicant's case in order to provide effective support.
- The applicant's right to a Review of their assessment (referred to above).
- The ending of the homelessness duty if the applicant "is unreasonably refusing to co-operate" and is working against and not with the authority and their expectations are realistic.
- The requirement to secure accommodation for at least 12 months for all applicants who the authority is satisfied are eligible for assistance regardless of priority need.

29. Due to the additional duties and the burdens being placed on authorities, the Government has announced that it will be providing financial support to help meet with the consequences of the new duties although levels of funding are not yet clear.

30. It is recommended that a further report be submitted to the Cabinet should any additional Grant be received from Government in order to provide financial support to help meet with new duties under the Homelessness Reduction Act 2017.

#### **Resource Implications:**

If the Recommendations are agreed, for ease of reference, the following table sets out the full expenditure against the Grant:

<b>Initiative</b>	<b>Expenditure (£) 2017/2018</b>	<b>Expenditure (£) 2018/2019</b>
Additional rental loans and damage deposit guarantees	80,000	80,000
Preventing Re-possession funding	40,000	65,000
Accommodation at Zinc Arts	3,000	6,000
Landlord incentives through Genesis Housing Association leasing direct	8,000	8,000
Additional funding for services to rough sleepers	Nil	8,000
<b>Sub-Total</b>	<b>131,000</b>	<b>167,000</b>
<b>Amount already agreed (Paragraph 3 in the report refers)</b>	<b>146,000</b>	<b>146,000</b>
<b>Total</b>	<b>277,000</b>	<b>313,000</b>
<b>Grant available</b>	<b>277,000</b>	<b>313,000</b>

There appear to be no Resource Implications on other Directorates

**Legal and Governance Implications:**

Homelessness Act 1996, as amended by the Housing Act 2002.  
Homelessness Reduction Act 2017.

**Safer, Cleaner and Greener Implications:**

None.

**Consultation Undertaken:**

None.



**Background Papers:**

Homelessness Strategy 2015-2018:

**Risk Management:**

Continuing to fund homelessness initiatives beyond 2018/2019 should no further Government funding be received.

**Equality Analysis:**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided as an appendix to the report.

## Equality analysis report

Use this report template to record your equality analysis. This report is a written record that demonstrates that you have shown *due regard* to the need to **eliminate unlawful discrimination, advance equality of opportunity** and **foster good relations** with respect to the personal characteristics protected by equality law. Due regard must be paid at formative stages of policy or service development, changes, or withdrawal.

To assist you in completing this report, please ensure you read the guidance notes in the Equality Analysis Toolkit and refer to the following Factsheets:

- Factsheet 1: Equality Profile of the Epping Forest District
- Factsheet 2: Sources of information about equality protected characteristics
- Factsheet 3: Glossary of equality related terms
- Factsheet 4: Common misunderstandings about the Equality Duty
- Factsheet 5: Frequently asked questions
- Factsheet 6: Reporting equality analysis to a committee or other decision making body

If you require further help, please contact the Performance Improvement Unit.

### Step 1. About the policy, service change or withdrawal

Name of the policy, service or project: <i>be specific</i>	Use of the remainder of the Government's Flexible Homelessness Support Grant for: Additional rental and damage deposit guarantee loans to homeless applicants; The re-introduction of the Preventing Re-possession Fund; Additional placements at the Zinc Arts Project; Funding for the provision of landlord incentives to increase the number of properties under the Genesis HALD Scheme; and Increasing the funding in order to provide a specialist service to rough sleepers in the District.
Revised / new / withdrawal:	New
Intended aims / outcomes/ changes:	Provision of temporary/interim/private sector accommodation for Single Vulnerable parents and children Expanded use of accommodation managed by Genesis Housing Association for homeless applicants Providing greater support for rough sleepers Providing loans for those faced with eviction
Relationship with other policies / projects:	<a href="#">EFDC Housing Allocations Scheme</a> – Appendix 4 polices for accommodating

	<p>homeless applicants.</p> <p><a href="#">HRA Business Plan 2016-17</a> – the Housing Register is assessed and housing need is reflected in the new build plans</p> <p><a href="#">EFDC Homeless Strategy 2015-2018</a></p> <p><a href="#">EFDC homelessness leaflet 2017</a></p> <p><a href="#">EFDC KPI COM004 - How many households were housed in temporary accommodation</a></p> <p>P1E 2015-16 Q1,2,3,4 homelessness statistics submissions to Government</p>
--	--

Name of senior manager for the policy / project:	Alan Hall, Director of Communities
Name of policy / project manager:	Roger Wilson, Assistant Director (Housing Operations)
Other relevant documentation:	<p><a href="#">ONS Census Data 2011</a></p> <p><a href="#">ONS Subnational population projections for England 2012 – based on 2011 Census</a></p> <p><a href="#">Housing Act 1996 – Part VII</a> (amended by the Homelessness Act 2002)</p> <p><a href="#">Housing Act 1985</a></p> <p>Homelessness Reduction Act 2017</p> <p><a href="#">Detailed local authority level homelessness figures: July to Sept 2016 &amp; Apr-Jun.xlsx</a> via <a href="http://www.gov.uk">www.gov.uk</a></p>

## Step 2. Decide if the policy, service change or withdrawal is equality relevant

<p>Does the policy / project / service process involve, or have consequences for employees or other people? If yes, please state who will be affected. If yes, then the policy / project is equality relevant.</p> <p>If no, state your reasons for this decision. Go to step 7.</p> <p><i>The majority of Council policies and projects are equality relevant because they affect employees or our communities in some way.</i></p>	<p>If yes, state which protected groups:</p> <p>Age</p> <p>Disability</p> <p>Pregnancy and maternity</p> <p>If no, state reasons for your decision:</p>
--	---

## Step 3. Gather evidence to inform the equality analysis

What evidence have you gathered to help you understand the impact of your policy or service change or withdrawal on people? What does your evidence say about the people with the protected characteristics? If there is no evidence available for any of the characteristics, please explain why this is the case, and your plans to obtain relevant evidence. Please refer to Factsheet 2 'Sources of evidence for the protected characteristics'

Characteristic	Evidence (name of research, report, guidance, data source etc.)	What does this evidence tell you about people with the protected characteristics?

Age	<a href="#">Housing Act 1996 – Part VII</a> amended by the Homelessness Act 2002	Older applicants can be considered to be in priority need ‘Homelessness’: -The person has no accommodation, anywhere, that is available for occupation and they are legally entitled to occupy; or have accommodation but cannot gain entry to it, or it is a mobile home and there is nowhere to park it; or you have accommodation but it is not reasonable for you to live there; for example if you have been in hospital with a serious health problem and would no longer be able to cope in that property, even with support. Threatened with homelessness if it is likely that you will become homeless within 28 days. If a lack of accommodation forces you to be separated from your family who would normally live with you.
	<a href="#">ONS Census Data 2011</a>	Epping Forest District <u>Population &amp; migration</u> <ul style="list-style-type: none"> <li>• 18.4% 0-15 years old</li> <li>• 10.1% - 16-24 years old</li> <li>• 32.9% - 25-49 years old</li> </ul> <u>Age Structure within the district</u> <ul style="list-style-type: none"> <li>• 1.2% - 15 years old</li> <li>• 2.5% - 16-17 years old</li> <li>• 2.2% - 18-19 years old</li> <li>• 5.3% - 20-24 years old</li> <li>• 5.3% - 25-29 years old</li> <li>• 20.5% - 30-44 years old</li> </ul> <u>Population Density</u> <ul style="list-style-type: none"> <li>• Essex No. of persons per hectare 3.7% (124,659) East of England - 3.1% (5,846,965.)</li> <li>• England – 4.1 % (53,012,456.)</li> </ul> <u>Resident population estimate Mid 2014</u> <ul style="list-style-type: none"> <li>• 7,200 – 15-19 years old</li> <li>• 7,200 – 20-24 years old</li> <li>• 7,400 – 25-29 years old</li> <li>• 7,800 - 30-34 years old</li> <li>• 8,100 – 35-39 years old</li> <li>• 9,100 – 40-44 years old</li> </ul> <u>Homelessness (Statutory) 2017</u> Total as of 31 March 2017 (all age ranges) <ul style="list-style-type: none"> <li>• Temporary accommodation: -116</li> <li>• B&amp;B - 31</li> <li>• Hostel - 45</li> <li>• Other - 40</li> </ul>
	<a href="#">EFDC KPI COM004 - How many households were housed in temporary accommodation</a>	The number of households in temporary accommodation provided under homelessness legislation has increased: - 2016-17 (all age ranges) <ul style="list-style-type: none"> <li>• Q1 – 103</li> <li>• Q2 – 111</li> <li>• Q3 – 101</li> <li>• Q4 - 116</li> </ul>

Disability	<a href="#">Local Authority District - Indices of Deprivation</a> via <a href="http://www.gov.uk">www.gov.uk</a> <a href="#">Mental Health JSNA</a>	<a href="#">Mental Health JSNA</a> Page 31 “...70% of people accessing homelessness services have a mental health problem. Many of these people do not receive the support they need to overcome their mental health and substance misuse problems.” Within this document it states:- “a survey of 152 homeless people in Essex...” “..the majority suffered from stress, anxiety or depressions. 84% of participants experienced at least 1 of these and 63% experienced all three.” Nearly half reported using drugs and alcohol as coping mechanisms. Approx. 41% had been diagnosed with a mental health condition (0.7% of the Essex population is on a GP Mental Health Conditions Register). Approx. 1 third with mental health issues are currently receiving support.
	<a href="#">Homelessness (Priority Need for Accommodation) (England) Order 2002</a>	In 2002 an Order made under the 1996 Act extended the priority need categories to include applicants who: - <ul style="list-style-type: none"> <li>• are aged 16 or 17;</li> <li>• are aged 18 to 20 and previously in care, were previously in custody; were previously in HM Forces; or</li> <li>• were forced to flee their home because of violence or the threat of violence.</li> </ul>

Pregnancy and maternity	<a href="#">Statutory Homelessness</a>	Priority need groups include households with dependent children and/or a pregnant woman and individuals who are vulnerable in some way. Individuals are classed as vulnerable if they: have mental illness or physical disability; are a young person (16 to 17 years old, or 18 to 20 years old and vulnerable as a result of previously being in care); were vulnerable as a result of previously being in custody; were vulnerable as a result of previously being in HM Forces; or were forced to flee their home because of violence or the threat of violence.
	<a href="#">Statutory Homelessness</a>	Priority need groups include households with dependent children and/or a pregnant woman and individuals who are vulnerable in some way
Gender reassignment	None identified	None identified
Marriage/civil partnership	None identified	None identified

Sexual orientation	None identified	None identified
Staff	None identified	Staff will be re-assured as they will have increased ability to assist homelessness applicants due to the new initiatives

**Steps 4 & 5 Analyse the activity, policy or change (*The duty to eliminate unlawful discrimination*)**

Based on the evidence you have analysed, describe any actual or likely adverse impacts that may arise as a result of the policy decision. Where actual or likely adverse impacts have been identified, you should also state what actions will be taken to mitigate that negative

impact, i.e. what can the Council do to minimise the negative consequences of its decision or action.

<i>Characteristic</i>	<i>Actual or likely adverse impacts identified</i>	<i>Actions that are already or will be taken to reduce the negative effects identified</i>
Age	None identified	
Disability		
Pregnancy and maternity		
Dependents / caring responsibilities	None identified	None identified
Gender reassignment	None identified	None identified
Marriage and civil partnership	None identified	None identified
Race / ethnicity	None identified	None identified
Religion or belief	None identified	None identified
Sex	None identified	None identified
Sexual orientation	None identified	None identified
Staff	None identified	Note: Staff will be re-assured as they will have increased ability to assist homelessness applicants due to the new initiatives

## Step 6.

### The duty to advance equality of opportunity

Can the policy, service or project help to advance equality of opportunity in any way? If yes, provide details. If no, provide reasons. (*Note: not relevant to marriage and civil partnership*)

<i>Characteristic</i>	<i>Ways that this policy, service or project can advance equality of opportunity</i>	<i>Why this policy, service or project cannot help to advance equality of opportunity:</i>
Age	Extended use of Genesis accommodation, increased funding for rental and damage guarantee loans Zinc Arts placements and Preventing Re-possession Funding will assist with being able to provides permanent/temporary accommodation for: - <ul style="list-style-type: none"> <li>• homeless young vulnerable adults</li> <li>• those with a disability</li> <li>• pregnant or with a very young baby</li> </ul>	
Disability		
Dependents / caring responsibilities	Expanding the services set out above will provide much needed accommodation for those with	

	dependents and caring responsibilities	
Gender reassignment	None identified	None identified
Race / ethnicity	None identified	None identified
Religion or belief	None identified	None identified
Sex	None identified	None identified
Sexual orientation	None identified	None identified

### The duty to foster good relations

Can the policy, service or project help to foster good relations in any way? If yes, provide details. If no, provide reasons. *(Note: not relevant to marriage and civil partnership)*

<i>Characteristic</i>	<i>How this policy, service or project can foster good relations:</i>	<i>Why this policy, service or project cannot help to foster good relations:</i>
Age	The expansion of the services provided to homeless applicants will foster good relations with vulnerable groups	
Disability		
Pregnancy and maternity		
Dependents / caring responsibilities	As above	
Gender reassignment	None identified	
Race / ethnicity	None identified	
Religion or belief	None identified	
Sex	None identified	
Sexual orientation	None identified	
Staff		

### Step 7. Documentation and Authorisation

Summary of actions to be taken as a result of this analysis (add additional rows as required):	Name and job title of responsible officer	How and when progress against this action will be reported
1. Providing additional rental and damage deposit guarantee loans	Russell Wallace	N/A
2. Arranging for additional properties through the HALD Schemes with the landlord incentives	Russell Wallace	N/A
3. Monitoring additional placements at ZINC Arts	Russell Wallace	N/A
4. Procuring an external specialist company to provide support to rough sleepers in the District	Russell Wallace	N/A
5. Re-introducing the Preventing Re-possession Fund	Russell Wallace	N/A

Name and job title of officer completing this analysis:	Roger Wilson Assistant Director (Housing Operations)
Date of completion:	5.09.2017
Name & job title of responsible officer: (If you have any doubts about the completeness or sufficiency of this equality analysis, advice and support are available from the Performance Improvement Unit)	Alan Hall Director of Communities
Date of authorisation:	19 September 2017
Date signed copy and electronic copy forwarded to PIU <a href="mailto:equality@eppingforestdc.gov.uk">equality@eppingforestdc.gov.uk</a>	19 September 2017

### **Step 8. Report your equality analysis to decision makers:**

Your findings from this analysis (and any previous analysis) must be made available to a decision making body when it is considering the relevant service or policy. Therefore you must:

- reflect the findings from this analysis in a 'Due Regard Record' (template available), and attach it as an appendix to your report. The Record can be updated as your policy or service changes develop, and it exists as a log of evidence of due regard;
- Include this equality information in your verbal report to agenda planning groups or directly to portfolio holders and other decision making groups.

### **Your summary of equality analysis must include the following information:**

- if this policy, service change or withdrawal is relevant to equality, and if not, why not;
- the evidence base (information / data / research / feedback / consultation) you used to help you understand the impact of what you are doing or are proposing to do on people with protected characteristics;
- what the evidence base (information / data / research / feedback / consultation) told you about people with protected characteristics;
- what you found when you used that evidence base to assess the impact on people with the protected characteristics;
- whether or not your policy or service changes could help to advance quality of opportunity for people with any of the protected characteristics;
- whether or not your policy or service changes could help to foster good relations between communities.