

To:

Members of Scrutiny Committee

(Councillors P H Murphy (Chairman), N Thwaites (Vice Chairman), I Aldridge, R Clifford, G S Dowding, R Lillis, J Parbrook, P Pilkington and R Woods)

Members of Cabinet

(Councillor A Trollope-Bellew (Leader), S J Pugsley (Deputy Leader), M Dewdney, A Hadley, B Maitland-Walker, C Morgan, K H Turner, D J Westcott)

Our Ref SC 18.10.2018

Contact Marcus Prouse mprouse@westsomerset.gov.uk

Date 10 October 2018

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING
THIS DOCUMENT CAN BE MADE AVAILABLE IN LARGE PRINT, BRAILLE, TAPE FORMAT
OR IN OTHER LANGUAGES ON REQUEST**

Dear Councillor

I hereby give you notice to attend the following meeting:

SCRUTINY COMMITTEE

Date: Thursday 18 October 2018

Time: 3.30 pm

Venue: Council Chamber, Council Offices, Williton

Please note that this meeting may be recorded. At the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during the recording will be retained in accordance with the Council's policy.

Therefore unless you advise otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact Committee Services on 01643 703704.

Yours sincerely



BRUCE LANG
Proper Officer

RISK SCORING MATRIX

Report writers score risks in reports uses the scoring matrix below

Risk Scoring Matrix

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
	4	Likely	Low (4)	Medium (8)	Medium (12)	High (16)	Very High (20)
	3	Possible	Low (3)	Low (6)	Medium (9)	Medium (12)	High (15)
	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
Impact							

Likelihood of risk occurring	Indicator	Description (chance of occurrence)
1. Very Unlikely	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some time	10 – 25%
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

- Mitigating actions for high ('High' or above) scoring risks are to be reflected in Service Plans, managed by the Group Manager and implemented by Service Lead Officers;
- Lower scoring risks will either be accepted with no mitigating actions or included in work plans with appropriate mitigating actions that are managed by Service Lead Officers.

SCRUTINY COMMITTEE

Meeting to be held on Thursday 18 October 2018 at 3.30 pm

Council Chamber, Williton

AGENDA

1. Apologies for Absence

2. Minutes

Minutes of the Scrutiny Committee held on 14 June 2018, to be approved and signed as a correct record – **SEE ATTACHED.**

3. Declarations of Interest

To receive and record any declarations of interest in respect of any matters included on the Agenda for consideration at this Meeting.

4. Public Participation

The Chairman to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public wishing to speak at this meeting there are a few points you might like to note.

A three-minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue. There will be no further opportunity for comment at a later stage. Your comments should be addressed to the Chairman and any ruling made by the Chair is not open to discussion. If a response is needed it will be given either orally at the meeting or a written reply made within five working days of the meeting.

5. Notes of Key Cabinet Decisions/Action Points

To review the Key Cabinet Decisions/Action Points from the Cabinet Meeting held on 11 July 2018 – **SEE ATTACHED.**

6. Cabinet Forward Plan

To review the latest Cabinet Forward Plan for the months of November onwards, published on 2 October 2018 – **SEE ATTACHED.**

7. Chairman's Announcements

An opportunity to update the Committee on any matters of interest or matters arising.

8. Homelessness Strategy

To consider Report No. WSC 33/18 to be presented by Councillor K Turner – **SEE ATTACHED.**

The purpose of the report is to give an overview of the Homelessness Strategy 2017.

(see previous agenda for the strategy document (appendix a) - <https://www.westsomersetonline.gov.uk/Council---Democracy/Council-Meetings/Scrutiny-Committee-Meetings/Scrutiny---19-April-2018.aspx>)

9. Empty Homes Update

To consider Report No. WSC 77/18 to be presented by Councillor K Turner – **TO FOLLOW.**

10. Scrutiny Committee Work Plan

To receive items and review the Scrutiny Committee Work plan for 2018/19 - **SEE ATTACHED.**

COUNCILLORS ARE REMINDED TO CHECK THEIR POST TRAYS

The Council's Vision:

To enable people to live, work and prosper in West Somerset

The Council's Corporate Priorities:

- Local Democracy:
Securing local democracy and accountability in West Somerset, based in West Somerset, elected by the people of West Somerset and responsible to the people of West Somerset.
- New Nuclear Development at Hinkley Point
Maximising opportunities for West Somerset communities and businesses to benefit from the development whilst protecting local communities and the environment.

SCRUTINY COMMITTEE**Minutes of the Meeting held on 14 June 2018 at 3.30 pm****Present:**

Councillor P H MurphyChairman
Councillor N ThwaitesVice-Chairman

Councillor I Aldridge
Councillor G S Dowding
Councillor R Lillis

Councillor J Parbrook
Councillor P Pilkington
Councillor R Woods

Members in Attendance:

Councillor M Dewdney

Councillor A Hadley

Officers in Attendance:

Assistant Director – Resources and Support (P Carter)
Assistant Director – Business and Development (I Timms)
Strategy and Partnership Lead (M Leeman)
Democratic Services Officer - Scrutiny (M Prouse)

SC 1 Apologies for Absence

An apology was received from Councillor R Clifford.

SC 2 Minutes

(Minutes of the Meeting of the Scrutiny Committee held on 19 April 2018 –
circulated with the Agenda.)

RESOLVED that the Minutes of the Scrutiny Committee held on 19 April 2018
be confirmed as a correct record.

SC 3 Declarations of Interest

Members present at the meeting declared the following personal interests in
their capacity as a Member of a County, Parish or Town Council:-

WEST SOMERSET COUNCIL
Scrutiny Committee 14.06.18

Name	Minute No.	Description of Interest	Personal or Prejudicial or Disclosable Pecuniary	Action Taken
Cllr I Aldridge	All items	Williton	Personal	Spoke and voted
Cllr P Murphy	All items	Watchet	Personal	Spoke and voted
Cllr J Parbrook	All items	Minehead	Personal	Spoke and voted
Cllr P Pilkington	All items	Timberscombe	Personal	Spoke and voted
Cllr N Thwaites	All items	Dulverton	Personal	Spoke and voted

SC 4 Public Participation

No members of public spoke at the meeting on any items on the agenda.

SC 5 Cabinet Key Decisions and Actions

(Copy of the Cabinet Key Decisions from the meeting held on 23 May 2018, circulated at the meeting)

Members queried the capacity issue raised on the Health and Wellbeing Task and Finish Report. The Scrutiny Officer would report back with an answer.

RESOLVED that the Cabinet Key Decisions from the meeting held on 23 May 2018, be noted.

SC 6 Cabinet Forward Plan

(Copy of the Cabinet Forward Plan published on 5 June 2018, circulated at the meeting).

RESOLVED that the Cabinet Forward Plan published on 5 June 2018 be noted.

SC 7 Chairman's Announcements

The following items were raised by the Chairman:-

- Councillor Lillis was welcomed back to the Scrutiny Committee.
- The Chairman raised a question with regards to the Full Council meeting held on 23 February 2018, where an amendment to the budget was proposed, seconded and carried to introduce a contribution to the Sustainability Reserve, to create extra capacity in the officer team to bring forward for consideration proposals for invest to save schemes, which would yield a suitable return for the Council and a new source of income. He queried what progress had been made.
The Portfolio Holder for Resources and Central Services responded that this had been monitored and currently there was no need for any extra capacity to deliver more invest to save projects in addition to those already being progressed. There was an officer in post that was leading on the projects with no delays experienced. This would be reviewed and if any delays or additional work were identified, extra capacity would be implemented.
There was a discussion on what projects and schemes could be implemented with the amended budget.

The Chairman requested a report on the progress made on invest to save projects was brought back to the Scrutiny Committee for debate.

- Councillor Woods gave an update from the Somerset Rivers Authority Scrutiny meeting. The main highlights were the passage of the River Authority and Land Drainage Bill and the request for support of the Private Members Bill when it next went before Parliament. Members proposed that the Scrutiny Committee wrote to their MP and urged him to encourage Government time be found for the passage of the Bill.

SC 8 Somerset Rivers Authority

The report WSC 43/18 was presented by the Scrutiny Officer.

The purpose of the report was to appoint two Scrutiny Committee Members to be part of the Somerset Rivers Authority Joint Scrutiny Panel. This was due to the recent appointment of one of the representatives, Councillor Maitland-Walker, to the post of Cabinet Member for Environment and the inability of Cabinet Members to sit on the Joint Panel.

RESOLVED that Councillors Thwaites and Woods be appointed as the Scrutiny Committee Representatives on the Somerset Rivers Authority Joint Scrutiny Panel.

SC 9 Quarter Four 2017/18 Performance Report

The report WSC 44/18 was presented by Councillor M Dewdney.

The purpose of the report was to provide Members with key performance management data up to the end of Quarter Four of 2017-2018 to assist in monitoring the Council's performance.

Performance monitoring was a key element of the Council's Performance Management Framework.

There were 29 individual measures which were reported within the Corporate Scorecard.

The information given within the WSC's Scorecard was at 31 March 2018 and was updated during the meeting. It contained 21 green measures, 3 amber measures, 2 red measures and 3 were not available.

The 2 red measures were highlighted:-

- KPI 90B – Minor planning applications determined within 8 weeks or an agreed extension of time; and
- HC 4.17 – Facilitate the delivery of the affordable housing pipeline to achieve 34 new affordable homes in 2017/18.

During the discussion, the following points were raised:-

- Members queried how performance indicator TH7 was measured and how employment figures were reached.
The results were based on people placed into employment through Job Fairs, Employment Hubs and other Council run schemes. Both full and part time employment contracts were included in the figures.

- Members queried who funded the schemes.
Money from the Hinkley Point C project funded some of the schemes and other organisations joined together and facilitated the Job Fairs.
- Members requested clarification and further details on the statistics given under TH7.
The Corporate Strategy and Performance Officer would provide further details and analysis on the figures.
- Concern was raised on KPI 90B and why the target had not been reached.
There were staffing issues which had impacted on the performance results.
- Members requested clarification on why there were staffing issues when the Transformation Project had been agreed.
Staff were in the midst of the recruitment process for Transformation and would be over the next 12 months. The process was explained to the Members.
- Concern was raised on the use of agency staff within the Planning Department.
Agency staff had been used due to the recruitment freeze that had been put in place. There had been a high turnover because of the nature of their contracts. Agency staff could leave the authority with only 24 hours' notice which impacted on the service delivery.
- Members had requested clarification on whether Transformation had caused the decline in staff capacity.
Transformation had not caused the decline because the recruitment process had only just started. The capacity issue was caused by staff that had left the authority of their own accord.
- Concern was raised because Planning was a statutory function.
- Members requested clarification on the figures given for HC 4.17.
21 units had been delivered for 2017/18 which meant that there had been a shortfall of 13 units. There were many reasons for the delay, one of which was the extreme weather conditions in February and March 2018. However, the units were due to be completed in 2018/19.

RESOLVED that the Scrutiny Committee reviewed the Council's performance and highlighted areas of particular concern.

SC 10 Revenue and Capital Outturn 2017/18

The report WSC 45/18 was presented by Councillor M Dewdney.

The purpose of the report was to provide Members with details of the Council's financial outturn position for both revenue and capital budgets, together with information that regarded the end of year reserve balances, for the financial year 2017/18.

Controlling and monitoring the financial performance against the agreed budget was an important part of the Council's performance management framework.

The Revenue Outturn position for 2017/18 was a net underspend of £100,000.

The General Reserves position for 2017/18 showed a closing balance of £899,000, which included the net underspend for the year. This was £199,000

above the minimum recommended balance of £700,000.

The Earmarked Reserves balance was £4,261,000 at the end of March 2018. This comprised reserves held for specific spending plans and contingencies, plus allocated funding for Transformation, Business Rates volatility, specific grants and contributions committed or ring-fenced for future years.

The General Fund Capital Programme Outturn position for 2017/18 was a net overspend of £19,000 against the approved programme, with £1,129,000 spent during the year and £11,058,000 of the approved Programme planned to be spent in future years.

During the discussion, the following points were raised:-

- Members queried what had happened to the £86,000 investment in Car Parks in Quarter Three.
The money was for the maintenance work on the car parks, which was set at the start of the financial year. At the end of Quarter Three there was £86,000 that had not been spent. However, in Quarter Four, officers utilised the budget underspend and the works that had started in Quarter Three were completed.
- Members queried whether the money for Watchet Harbour had been spent.
Some of the money had been carried forward to 2018/19 because there were some dredging works still to be undertaken.
- Members requested that the Harbour funds were included in the New Council's budget.
- Members requested that the £575,760 funds for Strategic Housing Market Area Assessment was ring-fenced for West Somerset only.
- Members requested clarification on the decision making process in the Shadow Council and whether reports would go to Scrutiny or Shadow Scrutiny.
The situation described by the Chairman was if there was a case on IT procurement, the spending decision would be taken by the Shadow Authority. The spending of specific budgets within WSC or TDBC would be confirmed by the respective Councils. The Transformation Project was being monitored by the Joint Policy Advisory Group but this would be stood down and replaced by the New Council Working Group. Confirmation would be sought on the decision making process and distributed to Members.
- Members requested confirmation on whether there would be a Shadow Scrutiny Committee.
Yes there would be and the first meeting was scheduled for Monday 25 June 2018. The Group Leaders were due to send through their nominations for the Committee Compositions and it was confirmed that both the Chair and Vice-Chair of the Shadow Scrutiny Committee would be from one of the opposition groups.

RESOLVED that the Scrutiny Committee:-

- a) Noted the Council's reported General Fund Revenue Budget underspend of £100,000 for the financial year 2017/18, which took into account proposed earmarked reserve transfers including budget carry forwards;

- b) Supported a recommendation to Cabinet and Council to approve the net Earmarked Reserve transfers as set out in Appendix A of the report, including recommended Budget Carry Forward of 2017/18 underspends for specific costs in 2017/18 which totaled £295,000;
- c) Supported a recommendation to Cabinet and Council to approve the proposed Capital Programme Budget Carry Forwards which totaled £7,850,000 for general schemes to be funded using capital receipts, capital grants and S106 contributions and borrowing (as set out in Appendix B of the report);
- d) Supported a recommendation to Full Council to approve the proposed Capital Programme Budget Carry Forwards which totaled £3,208,000 for Hinkley S106 funded schemes (as set out in Appendix B of the report); and
- e) Noted the residual net overspend of £19,000 in relation to the Capital Programme for general schemes in 2017/18.

SC 11 Scrutiny Committee Work Plan

The following items were highlighted for the Forward Plan for the meeting scheduled for 2 August 2018:-

- Homelessness Strategy (which had been deferred from this meeting); and
- Empty Homes Update.

Members were reminded that if they had an item they wanted to add to the agenda, that they should send their requests to the Scrutiny Officer.

During the discussion, the following points were raised:-

- Members queried what happened to items that had been raised at committee and were waiting for written responses after the meeting. There had been an IT query that was waiting for the decision for the New Council to be formed, which had been received and they were still waiting for a written response.
The relevant officers had been chased for a response.
- The Portfolio Holder for Resources and Central Services advised the Committee that there had been a typo on the Council Tax bills and there had also been a system error on the direct debit payments due on the 8th and 15th of the month. Both had been corrected and letters had been sent to those residents that had been affected to advise them of the situation.

RESOLVED that the content of the Work Plan be noted.

The meeting closed at 5.18pm.

MEETING: CABINET

DATE: 11 July 2018

NOTES OF KEY DECISIONS

Note: The details given below are for information and internal use only and are not the formal record of the meeting

AGENDA ITEM	DECISION	CONTACT LEAD OFFICER
Forward Plan (Agenda Item 5)	Agreed that the Forward Plan for the months of September and November 2018 be approved.	Assistant Chief Executive
HPC S106 DCO Housing Contribution (Agenda Item 6)	Agreed (1) that it be recommended to Council to submit an application to EDF Energy to draw down £51,000 funding from the HPC DCO S106 Housing Contribution. Agreed (2) that it be recommended to Council, on receipt of the funding, to approve to spend £51,000 on the Money and Debt Advice Service.	Housing Initiatives Officer
HPC Planning Obligations Board Allocation of CIM Funding (Agenda Item 7)	Agreed (1) that the recent changes to the administration of the HPC CIM Fund as set out in paragraphs 5.1 – 5.7 of the report be noted. Agreed (2) that it be recommended to Council to endorse the recommendations of the HPC Planning Obligations Board as follows: (i) To approve the allocation of £69,000 from the 2 nd Annual HPC CIM Fund Payment to Fiddington Village Hall for the Village Hall Improvement Project. (ii) To approve the allocation of £30,000 from the 2 nd Annual HPC CIM Fund Payment to Holford and Village District Hall Committee for the Holford and District Village Hall Fit for Future Project.	CIM Fund Manager
Allocation of HPC S106 Tourist Information Centre Funds (Agenda Item 8)	Agreed (1) that it be recommended to Council to allocate £28,000 from HPC S106 allocations for tourist information centres from the Development Consent Order Works Agreement that makes allowance of £160,000 with the details in respect of drawdown outlined in paragraph 6.1 of the report. Staggered payments to be made in line with service level agreements with individual centres, which total £28,000 for the purposes of supporting Minehead, Porlock and Watchet tourist information services for the financial years 2018/19. Agreed (2) that the Hinkley Tourism Action Partnership be requested to undertake a strategic review of the TIC allocations post April 2019, taking into account the tourism priorities of the three Coastal Community Teams that operate in Minehead, Watchet and Porlock as well as the individual requirements of the Centres.	Economic Regeneration and Tourism Manager
Quarter 4 2017/2018 Performance Report (Agenda Item 9)	Agreed that the Council's performance be noted.	Corporate Strategy and Performance Officer

<p>Revenue and Capital Outturn 2017/2018 (Agenda Item 10)</p>	<p>Agreed (1) that the Council's reported General Fund Revenue Budget underspend of £100k for the financial year 2017/18 which takes into account proposed earmarked reserve transfers including budget carry forwards be noted.</p> <p>Agreed (2) that it be recommended to Council to approve the net Earmarked Reserve transfers as set out in Appendix A of the report, including recommended Budget Carry Forward of 2017/18 underspends for specific service costs in 2017/18 totalling £295k.</p> <p>Agreed (3) that it be recommended to Council to approve the proposed Capital Programme Budget Carry Forwards totalling £7.850m for general schemes to be funded using capital receipts, capital grant and S106 contributions and borrowing (as set out in Appendix B of the report).</p> <p>Agreed (4) that it be recommended to Council to approve the proposed Capital Programme Budget Carry Forwards totalling £3.208m for Hinkley S106-funded schemes (as set out in Appendix B of the report).</p> <p>Agreed (5) that the residual net overspend of £19k in relation to the Capital Programme for general schemes in 2017/2018 be noted.</p>	<p>Interim Finance Manager</p>
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For a record of the reasons for the decision; details of any alternative options considered and rejected by the decision-making body at the meeting at which the decision was made; a record of any conflict of interest relating to the matter decided which is declared by any member of the decision-making body which made the decision; and in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service, please use the attached link below, to the Council's website where the minutes and relevant reports can be viewed:

<https://www.westsomersetonline.gov.uk/Council---Democracy/Council-Meetings/Cabinet-Meetings/Cabinet---11-July-2018.aspx>

Date: 12 July 2018

Weekly version of Cabinet Forward Plan published on 2 October 2018

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
FP/18/11/01 06/03/2018	7 November 2018 By Lead Member Resources & Central Support	Title: Allocation of Section 106 funds held Purpose: to make proposals for the allocation of monies secured through planning obligations to individual schemes, and to update members with the current funding position	No exempt / confidential information anticipated	Tim Burton, Assistant Director Planning and Environment 01823 217561
FP/18/11/02 06/03/2018	7 November 2018 By Lead Member Resources & Central Support	Title: Allocation of Hinkley Point C Community Impact Mitigation Funding Purpose: to present the recommendations of the HPC Planning Obligations Board for the allocation of monies from the CIM Fund	No exempt / confidential information anticipated	Lisa Redston, CIM Fund Manager 01984 600180
FP/18/11/03 06/03/2018	7 November 2017 By Lead Member for Energy Infrastructure	Title: Hinkley Point Purpose: to consider any key issues that arise relating to Hinkley Point	No exempt / confidential information anticipated	Brendan Cleere, Director Growth and Development 01823 217579
FP/18/11/05 06/03/2018	28 November 2018 By Lead Member Resources & Central Support	Title: Medium Term Financial Plan Update and Initial Budget Options Purpose: to present the updated Medium Term Financial Plan position and consider initial budget options for 2018/19 budget setting	No exempt / confidential information anticipated	Andrew Stark, Interim Head of Finance 01823 219490
FP/18/11/06 06/03/2018	28 November 2018 By Lead Member Resources & Central Support	Title: Fees and charges 2018/19 Purpose: To recommend proposed fees and charges to Full Council for approval	No exempt / confidential information anticipated	Andrew Stark, Interim Head of Finance 01823 219490
FP/18/11/07 06/03/2018	28 November 2018 By Lead Member Resources & Central Support	Title: Review of Earmarked Reserves Purpose: to consider review undertaken to ensure earmarked reserves continue to be required for	No exempt / confidential information anticipated	Andrew Stark, Interim Head of Finance 01823 219490

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
		their intended purpose and to return any surplus reserves to general balances		
FP/19/1/01 06/03/2018	9 January 2019 By Lead Member Resources & Central Support	Title: Budget Monitoring Report Quarter 2 Purpose: to provide Members with details of the Council's expected financial outturn position in 2018/19 for both revenue and capital budgets, together with information relating to predicted end of year reserve balances	No exempt / confidential information anticipated	Andrew Stark, Interim Head of Finance 01823 219490
FP/19/1/02 06/03/2018	9 January 2019 By Lead Member Resources & Central Support	Title: Allocation of Section 106 funds held Purpose: to make proposals for the allocation of monies secured through planning obligations to individual schemes, and to update members with the current funding position	No exempt / confidential information anticipated	Tim Burton, Assistant Director Planning and Environment 01823 217561
FP/19/1/03 06/03/2018	9 January 2019 By Lead Member for Energy Infrastructure	Title: Hinkley Point Purpose: to consider any key issues that arise relating to Hinkley Point	No exempt / confidential information anticipated	Brendan Cleere, Director Growth and Development 01823 217579
FP/19/1/04 25/09/2018	9 January 2019 By Leader of Council	Title: Corporate Performance Report Quarter 2 Purpose: to provide Members with an update on progress in delivering corporate priorities and performance of council services	No exempt / confidential information anticipated	Richard Doyle, Corporate Strategy and Performance Officer 01823 218743

Note (1) – Items in bold type are regular cyclical items.

Note (2) – All Consultation Implications are referred to in individual reports.

The Cabinet comprises the following: Councillors A H Trollope-Bellew, M Dewdney, A Hadley, B Maitland-Walker, C Morgan S J Pugsley, K H Turner and D J Westcott.

The Scrutiny Committee comprises: Councillors P H Murphy, N Thwaites, R Clifford, G S Dowding, R Lillis, J Parbrook, R Woods, I Aldridge and P Pilkington.

Report Number: WSC 33/18

West Somerset Council Scrutiny Committee – 18th October 2018

Somerset Homelessness Review & Strategy 2017 – consultation draft (Dec 2017)

This matter is the responsibility of Cabinet Councillor Keith Turner

Report Author: Heather Stewart (Advice & Homelessness Manager)

1 Executive Summary / Purpose of the Report

- 1.1 The Somerset Homelessness Review & Strategy 2017 (SHRS) is a legal requirement in accordance to the Homelessness Act 2002.
- 1.2 It provides a detailed account of the results of the Homelessness Review undertaken across the five District and proposes an Action Plan that covers 4 priorities, such as:
 - Supporting the transition in services required by the Homelessness Reduction Act 2017,
 - Supporting clients to remain in their existing accommodation,
 - Supporting clients to access suitable and affordable accommodation; and
 - Building and maintaining strong working relationships across partnerships.
- 1.3 Homelessness Reviews has been carried out in 2003, 2008 and 2013 by the five Somerset District Authorities- Mendip District Council, Sedgemoor District Council, South Somerset District Council, Taunton Deane Borough Council and West Somerset Council.
- 1.4 Although the current Strategy was due for review in 2016, it was extended to December 2017 to enable a response to the impact of implementing the Homelessness Reduction Act 2017 on current services and our partners. The Homeless Reduction Act became live in April 2018.
- 1.5 The Strategy is currently a draft document at the moment however all authorities are working to the document and have started looking at consultation for the review of the strategy in April 2019.
- 1.6 The Review & Strategy will be published as a Consultation Draft in October 2018 with all authorities are working towards the action plan contained in the strategy. However, it will cover only the next eighteen months (as opposed to three years) to enable a continuous review of the implementation of the Homelessness Reduction Act 2017.

2 Recommendations

2.1 Scrutiny Committee are asked to:

- A. Provide 'in principle' support to the draft Somerset Homelessness Review & Strategy
- B. To challenge/scrutinise the detail and identify content that may require further clarity or amendment. To provide a view on whether Scrutiny consider some aims / priorities are more important than others
- C. To challenge the content of the draft Equalities Impact Assessment and to suggest any further additions / amendments

3 Risk Assessment

3.1 The development of the draft Somerset Homelessness Review & Strategy is supported by a comprehensive Risk and Issues register. Some of the key risks are described below:

Risk Matrix

Description	Likelihood	Impact	Overall
Staffing levels may need to be increased due to the increased demand. This has to be balanced with recent Somerset County Council cuts	5	4	20
Mitigation: To continue regular monitoring and horizon scanning to ensure adequate staffing levels	3	3	9
Key partners do not engage with the consultation process, therefore jeopardising the robustness of the final content and our ability to deliver the Action Plan	3	4	12
Mitigation: A comprehensive engagement plan has been developed by SSHP. This highlights the key forums and partnerships that must be engaged	2	3	6
The Action Plan is too aspirational, with too much content that will not be delivered with limited and diminishing resources	3	3	9
Mitigation: This will be tested through consultation, and aims/ priorities may be prioritised	2	3	6
Insufficient support for transition in services causing an escalation of B&B costs	4	4	16
Mitigation: Training of staff, updating of IT and increasing partnership options have been implemented	3	3	9
Increase of ASB and crime on the streets due to the inability to reduce and prevent homelessness	4	4	16
Mitigation: Training of staff, updating of IT and increasing partnership options have been implemented	3	3	9
The needs of those with Protected Characteristics (i.e. those who may be vulnerable) are overlooked	3	4	12

Mitigation: A comprehensive EIA has been developed which is also subject to the current consultation process	2	2	4
The loss of reputation of the Council due to the inability to reduce and prevent homelessness	4	4	16
Mitigation: Training of staff, updating of IT and increasing partnership options have been implemented. Help from HAST has also been explored	3	4	12

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
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4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

4 Background and Full details of the Report

4.1 The current Somerset Homelessness Review & Strategy (SHRS) was prepared in 2013 and had an end-date of 2016 but agreed extension to Dec 2017. It contained Goals such as:

- Reduction and prevention of homelessness
- Provision of appropriate advice, accommodation and support if a crisis occurs
- Maximising effective partnership working to provide cost effective and responsive services

- 4.2 The process of review began in 2016 but was extended to 2017 due to the introduction and impact of the Homelessness Reduction Act 2017 on the partners. To date, there has been a 62% uplift since April in both TD & WS in approaches that consists of both singles (expected) and families (unexpected), especially in families who are intentionally homeless.
- 4.3 The Review has considered the way homelessness services are delivered across the area and has established current levels of homelessness, who is becoming homeless locally and why, and examined the trends in homelessness. It has also considered available accommodation and support services to identify gaps in provision.
- 4.4 Most importantly, it also expounds on the problems encountered in the delivery of the outgoing Action Plan and homelessness issues affecting the region such as:
- Dual diagnosis clients that may fall between mental health teams and drug/ alcohol teams
 - Provision of adequate accommodation options for single homeless clients, especially as the Homelessness Reduction Act 2017 places a greater emphasis on Local Authorities to cater for non-priority need clients
 - Housing options for the 25- 34 year age group as they are expected to live in shared accommodation and is restricted to the shared accommodation housing elements of Universal Credit, which in turns creates a problem of moving clients on from programmes and freeing up spaces when they reach the age of 25
 - Difficulties experienced in working with partners such as the County Council, hospital discharge and mental health schemes
 - Rising occurrence of repeat homelessness due to cutbacks in funding for floating support services for families in crisis
 - Preventing homelessness for 16/ 17 year olds by engaging with schools and the County Council
 - Lack of access to social housing due to scrutiny of client's housing and personal history
 - Universal Credit due to primarily the delays in new claimants receiving payments up to 6 to 8 weeks which causes debt and discourages risk averse landlords. Clients are also struggling to make the online application and to continue to make appointments with the Job Centre thereafter
 - Increase in the number of older persons over 85 year age bracket that might require assistance
 - Skills gap in the skillset and attributes required for a Housing Options Officer such as negotiation skills
 - Large parts of the private rented sector remains unaffordable due to the Local Housing Allowance cap
 - Rural homelessness and its challenges
 - Increase in rough sleepers and the need to develop and improve cross region links to

ensure that when a rough sleeper moves from one District to another after exhausting services in an area, they are recognised and supported

- 4.5 It is also intended that the SHRS will be a partnership approach between the District and its partners in the delivery of the Action Plan.
- 4.6 The intention is for the SHRS to be a living document in the 18 months and this will be achieved through the:
- Monthly review and discussion of the Action Plan
 - Monthly sharing of Best Practices
- 4.7 The SHRS will be published as a Consultation Draft in October to be ready for January 2019 and will be active for 18 months.
- 4.8 The draft SHRS is attached at Appendix A. A supporting Equalities Impact Assessment is provided at Appendix B. the updated action plan to date is Appendix C.

5 Links to Corporate Aims / Priorities

- 5.1 The draft SHRS will enable us to address many of the themes and issues within our Corporate Strategy:
- 5.2 TD Key Theme 1: People – The draft SHRS seeks to develop a range of additional housing types suitable in particular for single person households, young people in rural communities and elderly people. It would also seek to work with others to support the wellbeing of our most vulnerable residents.
- 5.3 Key Theme 4: An Efficient and Modern Council - The draft SHRS challenges us to think creatively and radically review how our homelessness services are delivered, by whom and to what standard in order to best allocate our resources.
- 5.4 WS Key Theme 1: Our Communities - The draft SHRS seeks to increase the availability and affordability of homes for local people to rent.
- 5.5 Key Theme 3: Our Place & Infrastructure – The draft SHRS makes it a priority to work in partnership to mitigate negative impacts on the community from the construction phase of Hinkley Point C.
- 5.6 Key Theme 4: An Efficient and Modern Council - The draft SHRS challenges us to think creatively and radically review how our homelessness services are delivered, by whom and to what standard in order to best allocate our resources.

6 Finance / Resource Implications

- 6.1 Should the transition in services required fail and we are subsequently unable to support clients to remain in their existing accommodation or access suitable and affordable alternative accommodation, this would cause B&B costs to escalate.
- 6.2 There could also be the potential costs of legal challenges should internal protocols fail due to the onerous set of review rights imposed by the Homelessness Reduction Act 2017.

7 Legal Implications

- 7.1 It is a legal requirement in accordance to the Homelessness Act 2002 that Housing Authorities have in place a Homelessness Strategy based on a Homelessness Review within their Boroughs. This exercise should be carried out and the strategic documents reviewed at least every five years.
- 7.2 As per 6.2, there could also be the potential costs of legal challenges should internal protocols fail.

8 Environmental Impact Implications

- 8.1 None directly, although the draft SHRS does seek to improve (through reducing rough sleeping) the town environment by reducing litter, including dangerous litter such as needles.

9 Safeguarding and/or Community Safety Implications

- 9.1 The draft SHRS will seek to improve safeguarding arrangements and improve community safety by the upskilling of staff, sharing of best practice, development of protocols to refer clients, review of the Countywide Pre Eviction Protocol, review of banding, policy and processes around domestic violence to ensure consistency and to improve outcomes for dual diagnosis clients and ensure clients are not discharged/ released without suitable accommodation by improving partnership working between Community Mental Health Teams and Drug/ Alcohol Dependency Support.

10 Equality and Diversity Implications

- 10.1 There are significant equality and diversity implications. Understanding homelessness issues and the effect on those with protected characteristics, helps us to respond with interventions. The draft SHRS is supported by a comprehensive EIA (see Appendix B). The EIA is subject to consultation and we welcome feedback. The EIA (as it continues to develop) will help inform the content of the SHRS. Members are encouraged to read the draft EIA and provide comment.

11 Social Value Implications

- 11.1 In our contractual arrangements with the Voluntary and Community Sector such as YMCA and CAB, we shall endeavour to ensure that social value is delivered and a social return on investment is obtained.

12 Partnership Implications

- 12.1 The draft SHRS proposes Aims/ Priorities that seeks to integrate complex systems – communities, housing, social care, health services and town and country planning to ensure that the right quality of support is provided.
- 12.2 The draft SHRS has also been prepared by a partnership comprising all five Somerset district councils in consultation with its partners.

13 Health and Wellbeing Implications

- 13.1 The draft SHRS supports the Health & Wellbeing Strategy by firstly seeking healthy planning and policy together with focussing greater attention on prevention. The SHRS also seeks to support families and people with low resilience to ensure smooth access

to relevant and tailored services. It also seeks the joining-up of support services to ensure people are able to regain and maintain their independence for as long as possible.

13.2 The development of the SHRS is also a priority for the Somerset Health and Wellbeing Board.

14 Asset Management Implications

14.1 No direct implications, but the development of the SHRS should challenge our thinking on how we may best utilise our assets for the benefit of our communities especially in exploring options to increase the number of single units available to single homeless clients, particularly for the 25-34 year age group.

15 Consultation Implications

15.1 Consultation and engagement is critical to the development and success of the SHRS. We need to create a product that has support and buy-in from a range of key partners and the local community. We will begin Consultations in October 2018 and should have the result by January 2019. The SHRS is supported by a comprehensive consultation plan that coordinates and guides our approach to engagement. We have a timetable of targeted consultation activity during the next few months.

Democratic Path:

- **Scrutiny / Corporate Governance or Audit Committees – Yes / No** (delete as appropriate)
- **Cabinet/Executive – Yes / No** (delete as appropriate)
- **Full Council – Yes / No** (delete as appropriate)

Reporting Frequency : **Once only** **Ad-hoc** **Quarterly**
 Twice-yearly **Annually**

List of Appendices (delete if not applicable)

Appendix A	Draft Somerset Homelessness Review & Strategy
Appendix B	Equalities Impact Assessment
Appendix C	Update Action Plan to September 2018

Contact Officers

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Equality Impact Assessment Form and Action Table (Expand the boxes as appropriate, please see guidance to assist with completion)	
Team/Service Area	Housing Services
Name of what is being assessed	Somerset Homelessness Strategy 2017
Risk Rating	6 - Green
Section 1 – Description of what is being impact assessed – this could be the Policy Aims and Objectives or what is being changed.	
<p>The Homelessness Act 2002 requires all housing authorities to have in place a homelessness strategy based on a review of homelessness.</p> <p>The Somerset Homelessness Strategy 2017 has been undertaken in partnership with the five Somerset district authorities, Mendip District Council, Sedgemoor District Council, South Somerset District Council, Taunton Deane Borough Council and West Somerset Council. It is based on a review of homelessness in Somerset in 2017. It provides a framework to drive forward the five Councils homelessness activities in accordance with the requirements of the Homelessness Act 2002 and Homelessness Reduction Act 2017 and the shared aspiration to continuously improve our services and increase successful prevention and relief. The strategy focuses on prevention of homelessness and includes our existing services, which prevent and alleviate homelessness.</p> <p>The new strategy recognises and builds on existing achievements. It addresses the new legislative challenges under the Homelessness Reduction Act 2017 with new duties to help more individuals and families regardless of whether they are priority homeless. The action plan addresses the following key priorities identified by the strategy:</p> <p>Priority 1 Support the transition in services required by the Homelessness Reduction Act 2017 to reduce and prevent homelessness.</p> <p>Priority 2 Support clients to remain in their existing accommodation where appropriate. This priority involves improving the range of options, support and tools that can assist an individual in remaining in their existing accommodation. Needing to move accommodation can be disruptive and costly for individuals and families.</p> <p>Priority 3 Support clients to access suitable and affordable accommodation where appropriate. It may not always be possible for a client to remain in their current accommodation so where a move cannot be avoided, this priority will ensure that they can access suitable accommodation that is affordable to them in a timely manner. This priority looks at the options available to clients and addresses accommodation options such as the private rented sector and move on options.</p>	

Priority 4

Build and maintain strong working relationships across partnerships. Effective partnership working brings a number of benefits including the sharing of best practice and effective use of resources to deliver cost savings to all working partners and for this reason, it remains a priority for this homelessness strategy.

Building on existing services and exploring new opportunities, Housing Options teams of the 5 Districts, in line with the new strategy action plan, will maximise homeless prevention opportunities, increasing homeless preventions, reducing the numbers of homelessness acceptances and the use of temporary accommodation. Examples of the additional homelessness support, advice and accommodation services provided across the county with positive impact on protected characteristics are listed at appendix 1.

Section 2A – People or communities that are targeted or could be affected (for Equalities - taking particular note of the Protected Characteristic listed in action table)

Residents of the district who are homeless or threatened with homelessness and eligible in relation to their UK residency. The law defines who is and is not eligible, in terms of immigration status and habitual residence. The law is different for people from within the European Economic Area (EEA) and the UK and those from elsewhere.

Any applicant may fall within a protected characteristic. In line with homelessness legislation and the strategy, those who are most vulnerable will be afforded priority status. The strategy is in keeping with the Homeless Reduction Act 2017, which widens the prevention and relief duties to include all individuals and families threatened with homelessness or experiencing homelessness regardless of their priority status.

We do not currently record statistical data on the protected characteristics of all homeless applicants. We currently capture through P1E statistics on age, high level ethnicity and gender breakdowns for those accepted as in priority need and unintentionally homeless. P1E is the homelessness statistics reported to government by all housing authorities.

Future capture of data under the new legislation will provide a more detailed breakdown for all applicants not just those in priority need and unintentionally homeless. Ethnicity will be recorded at a more detailed level than previously in line with harmonised ONS England-specific ethnic groups. The new government data base, H-CLIC (Homelessness Case Level Information Collection) will enable equalities data along with other key statistics to be collected for all applicants with outcomes for the following areas:

- **Main** - information on the main applicant and details of the homelessness application for the household.
- **People** – the characteristics of each household member.
- **Support** - any support needs in the household.
- **Prevention** - activity if the Prevention Duty is owed.
- **Relief** - activity if the Relief Duty is owed.
- **Decision** – activity if the case proceeds to an assessment for a final homelessness duty, (the section 193(2) duty, the section 193C (4) duty, or the section 195A (1) duty).
- **Final duties** - activity if the case was assessed as owed a final homelessness duty.
- **Assistance** - assistance with support needs received by the household.
- **Temporary accommodation** – provision of temporary accommodation and/or if a temporary accommodation duty is owed.
- **Reviews** - any reviews requested of decisions made by the local authority.

Local systems will be adjusted to accommodate the new requirements.

The main reasons for priority need of homeless applicants during the period July 2016 to June 2017 were households with dependent children, pregnancy, disability, old age, fleeing violence, mental illness and drug dependency.

The main reasons for becoming homeless for the same period were loss of tied or rented accommodation, parents or relatives no longer willing to accommodate and violence.

The equalities profile of eligible homelessness Somerset applicants in priority need and unintentionally homeless for the period reviewed of July 2016 – June 2017 tells us:

- It is difficult to compare the ethnicity of those who have received homeless application decisions to Census data due to differing categories; the Government's P1E returns record ethnicity at a high level. However, we are able to see that the ethnicity of homeless applicants is broadly similar to the ethnicity of resident population
- In the period reviewed there was a significantly greater proportion of women accepted as in priority need (over two thirds); this is a reflection of the priority need status for housing if women are pregnant or have children
- There are significantly more acceptances of applicants 16-24 and 25-44 and a lesser proportion of older applicants reflecting that they are more likely to have a settled home
- The incidence of eligible homeless applicants in priority need and unintentionally homeless with a disability in the 12 month period reviewed is broadly in line with the general level of disability in Somerset and greater than that of people who consider their daytime activities are 'limited a lot'.
- Data on the other protected characteristics of homeless applicants is currently not collected statistically.

Issues for Districts include:

Age

- Rural West Somerset has a notably high proportion of residents aged 65 and older, and in parts of Minehead almost half of people are aged 65+.
- Population estimates suggest that by 2039, Mendip will experience a significant growth in population over the age of 65 of 67.3% and 159.4% increase of over 85 year olds.

Disability

- Bridgwater's Sydenham and Hamp areas contain notable concentrations of households with disability
- At 14.7 per 1000 usual residents, Taunton Deane had one of the highest proportions in the country of people living in a medical or care communal establishment.
- Residents in West Somerset are more likely than anywhere else in the county to consider their health bad or very bad, or to have a limiting disability or condition, even amongst the 16-64 age group. This is unsurprising overall given the district's high proportion of elderly people.
- The particular rural challenges of West Somerset are heightened in relation to the larger percentage of older and disabled residents and those experiencing poor health

Race

- The main population centres of Gypsies and Irish Travellers are areas with established Gypsy and Irish Traveller sites, e.g. In Mendip at Berkley (near Frome) and Frome town and South Somerset at Tintinhull (near Ilminster).

- There are Significant pockets of white European residents in parts of Shepton Mallet, Yeovil, Bridgwater, Taunton, Minehead and Chard. The age profile is younger than the Somerset average, with a high proportion aged 25-34, linked to young migrant workers.
- In Somerset, 'other Asian' is the largest sub-group (39%), followed by Chinese (26%) and Indian (22%). People born in the Philippines form a key part of the 'Other Asian' category. The population is concentrated in urban communities, most notably in areas of Taunton and Yeovil.
- Frome, Glastonbury and Taunton are some of the main population centres for those of mixed ethnicity, although the populace is widely dispersed.

Rurality

- With an older population and higher proportion of disability, West Somerset has particular rural challenges with poor transport creating isolated areas and communities.

Section 2B – People who are **delivering** the policy or service

- Housing Options Teams
- The five district councils' partners and wider agencies within the district who provide support, housing and advice providers

Section 3 – **Evidence and data** used for the assessment (Attach documents where appropriate)

In creating the homelessness strategy data, a full review of homelessness was undertaken in the district in 2017 taking into account statistics on housing need, housing provision, homeless applications and outcomes. These are evidenced within the strategy document itself as well as in appendices 2 and 3.

Data was drawn from the following sources:

- Somerset Joint Strategic Needs Assessment
<http://www.somersetintelligence.org.uk/jsna>
- Somerset Strategic Housing Market Assessment 2016
<http://www.mendip.gov.uk/CHttpHandler.ashx?id=14834&p=0>
<http://www.somersetintelligence.org.uk/shma.html>
<https://www.westsomersetonline.gov.uk/Planning---Building/Planning-Policy/Evidence-Base-Information/Housing---Community-Evidence/Strategic-Housing-Market-Assessment>
- ONS Census and Nomis data
<http://www.nomisweb.co.uk/census/2011>
- Somerset Gypsy and Traveller Accommodation Assessment Update
<http://mendip.gov.uk/CHttpHandler.ashx?id=5531&p=0>
- Somerset Health & Wellbeing Strategy
www.somerset.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=45804
- Somerset Youth Housing Strategy & Action Plan
<https://www.bing.com/search?q=somerset+youth+housing+strategy+and+action+plan&src=IE-SearchBox&FORM=IESR3N>
- Avon & Somerset Rough Sleepers Steering Group Action Plan
https://www.southsomerset.gov.uk/media/677668/ap_homeless_strategy_2013.xlsx
- Housing, Communities and Local Government (CLG) Statistics - Live Tables
<https://www.gov.uk/government/collections/homelessness-statistics>
- Shelter Databank
http://england.shelter.org.uk/professional_resources/housing_databank

- Homefinder Somerset Housing Register report (*included in the Homelessness Strategy s.6.6 and 6.7*)
- English Housing Survey
<https://www.gov.uk/government/statistics/english-housing-survey-2016-to-2017-headline-report>
- Mendip net affordable dwellings completed report
<http://www.mendip.gov.uk/CHttpHandler.ashx?id=4834&p=0>

The review of homelessness incorporated extensive consultation undertaken with the five Districts and their partners. Consultation included homelessness managers and their teams, and the council's partners and key stakeholders through on-line surveys, 2 consultation events and responses to direct communication. Service users were not consulted directly. A list of organisations consulted can be found at appendix 4.

Equalities analysis statistics can be found at appendices 2 and 3 and *Somerset Intelligence* (<http://www.somersetintelligence.org.uk>)

Section 4 – Conclusions drawn about the impact of the proposed change or new service/policy (Please use prompt sheet for help with what to consider):

Key issues to be fed into relevant Action Table

The strategy is relevant to all customer groups, as accommodation is a fundamental requirement for everyone. The strategy and action plan, in line with new legislation, provide a framework for the Districts to help all eligible individuals and families who find themselves at risk of or facing homelessness for an increased period of 56 days regardless of their priority needs or reasons for homelessness.

It positively addresses the housing needs of those who are more vulnerable through continued provision of services along with actions to improve partnership working and find new solutions to increased prevention and relief. These groups include pregnant women and those with dependants, people with disabilities, for example, mental ill health and complex needs, and people whose age may make them more vulnerable. Therefore, the strategy should have an overall positive impact for all homeless applicants. However, there is insufficient evidence to decide if some groups, whilst not being discriminated against or disadvantaged by the strategy, would receive a positive benefit (scored neutral).

The action plan in the new 2017 strategy details a number of actions and services that support better homelessness prevention and relief, which will directly or indirectly have a positive impact on all groups.

The overall impact of the strategy will be to improve the outcomes for residents facing homelessness in the context of diminishing resources. There is no evidence to suggest that the strategy would have a negative impact on any group.

The following table highlights the impact of the strategy on the protected groups:

Protected Group	Comments	Impact
Age	<p>The Housing Options services currently capture data on age of all homeless and housing need customers.</p> <p>We have no evidence that those in any age group are disadvantaged in their access to the service or in the housing assistance they need. Housing legislation provides specific protection and priority for young applicants (16 -17 year olds) and homeless applicants who are vulnerable because of age and applicants for social housing. To support the most vulnerable young people, a range of services are currently available within the district to provide additional signposting, advice, information, support, mediation and supported housing.</p>	Positive

<p>- Age</p>	<p>P1E statistics show the majority of homeless acceptances come from the 25 to 44 age group and the strategy is focused on helping this group through strengthening P2i preventative activities and opportunities for progression towards independence for young people, and by the provision of more private sector rented accommodation given the availability in the social rented sector.</p> <p>The age group 17-44 has the highest number of homeless acceptances. The Somerset Homeless Strategy 2017 sets out the actions we propose to mitigate the impact of welfare reform changes for young people as well as single homeless people over 25 years including rough sleepers.</p> <p>Being on a low wage or unemployed or in and out of work could increase the risk of homelessness if it leads to difficulties in money management including payment of rent or mortgage. Younger people are more likely to be unemployed and struggle to budget contributing to tenancy failure.</p> <p>Young people may be incentivised to remain at home by the Local Housing Allowance for the private rented sector entitlement for under 35s (single room rate) coupled with increasing accommodation costs. It is also possible that this also could contribute to homelessness.</p> <p>Low numbers in homelessness acceptances for older people could indicate that current sheltered and extra care services available alongside non-age restricted accommodation adequately meets the current housing needs of our older population.</p> <p>All Somerset districts have a higher proportion of the population aged 65 or over than the national average. Each district can expect to see a significant increase in the numbers of people over 65 by 2037. The number of people aged 75 or older is projected to double by 2039. We will need to ensure with our partners that existing and planned services can meet the projected increase in demand over time.</p>	
<p>Disability</p>	<p>Households containing a person with a disability are more likely to live in social rented housing than households with no disabled occupant. <u>(English Housing Survey, 2011/12)</u>. Statistics and research show us that disabled people are significantly less likely to be in employment than non-disabled people. This in turn can affect ability to pay rent or rent arrears leading to increased risk of homelessness.</p> <p>Lack of resources can lead to disabled people living in unsuitable housing. However, we offer aids and adaptations grants and disabled facilities grants to adapt existing properties where this is appropriate. Depending on specific needs, there may be a shortage of accessible housing for some disabled people, resulting in a lack of choice and inappropriate housing for applicants.</p>	<p>Positive</p>

-Disability	<p>There are also challenges in matching the correct adaptations on properties to applicant's disabilities. These issues have been addressed through improved property advert labelling and advertising. The Homefinder Somerset Monitoring Board that oversees the operation of the Homefinder Somerset Allocations policy will continue to look for ways to improve accessibility to vulnerable applicants with needs.</p> <p>The need for carers to live in or couples requiring separate bedrooms because of medical conditions and equipment can be an issue, which needs to be taken into account in the allocation, provision and development of housing. This can particularly affect sheltered and extra care housing requirements as well as other housing.</p> <p>The strategy seeks to address the issues faced by people with disabilities by improving partnership working with mental health teams, Adult Social Care and hospital discharge teams. Closer working with the housing occupational therapists is also helping with physical adaptation needs.</p> <p>Districts have protocols with the community mental health teams to ensure that Housing Options are aware of those being discharged from mental health care teams before discharge so that adequate accommodation can be found for them.</p> <p>Any information provided will need to be in accessible formats wherever feasible to aid access for people with disabilities.</p>	
Marriage /civil partnership	<p>Applicants are not disadvantaged by either being married/ in a civil partnership or not when accessing affordable housing in terms of the housing register, mutual exchange or homelessness /homeless prevention services. Registered civil partners have the same rights as married heterosexual spouses in relation to property and tenancy rights.</p>	Neutral
Pregnancy and maternity	<p>Since 1 April 2004, it has been unlawful for local authorities to house families with children and pregnant women in bed and breakfast accommodation for more than six weeks, which has put increased pressure on the housing system. Pregnant applicants are prioritised depending on their housing needs and circumstances within current policies/strategies</p>	Positive
Religion or belief	<p>We have no evidence to suggest that applicants from this group are disadvantaged in any way by the Housing Options services or the strategy. Assessment of need and Personal Housing Plans should take account of specific beliefs and religion helping to avoid any disadvantage and target the services to the extent it is reasonably possible.</p>	Neutral

<p>- Religion or belief</p>	<p>Setting the Local Housing Allowance (LHA) at 30% of the rate of private rents in the area, not having LHA for more than 4 bedrooms, and the overall benefits cap for families may affect larger families and, therefore, disproportionately on certain religious groups who may have multi-generational families/ larger family groups living in one property.</p> <p>People of Hindu and Muslim religions are more likely to live in overcrowded housing than other groups. 8% of Hindu householders and 7% of Muslim householders have a bedroom 'occupancy rating' of '-1', compared to between 2% and 3% for all other main religious groups. <u>(Census, 2011)</u></p>	
<p>Race</p>	<p>Assessments and Personal Housing Plans should ensure needs are sensitively met in relation to the Housing Options service and housing where reasonable and feasible.</p> <p>A very small proportion (0.5%) of Somerset residents cannot speak English well (or at all). However, in the 25 to 34 age group this proportion increases to 1.5%; largely related to recent migrant workers from 'New EU' countries. <u>(Census 2011)</u>. Languages can be translated where possible and reasonably by using external language translation facilities.</p> <p>People of Asian ethnicity are 'under-represented' on the Homefinder Somerset social housing register relative to the size of the population: Asian people comprise 0.4% of Homefinder registrants but 0.9% of the county's population whilst people of White Other ethnicity are marginally over-represented.</p> <p>BME groups often represent a higher proportion of rough sleepers and our work with the Avon & Somerset Rough Sleepers group will help to address this issue. Being on a low wage or unemployed or in and out of work could increase the risk of homelessness if it leads to difficulties in money management including payment of rent or mortgage. Unemployment is higher for people of Black and Mixed ethnicities.</p> <p>For Gypsies and Travellers, illegal pitches can have problems around health hazards (such as contamination by vermin), decayed sewage and water fittings, poor-quality utility rooms, and failings in fire safety, impacting adversely on health and access to employment opportunities. Racism towards Gypsies and Travellers can have a detrimental effect on mental health.</p> <p>Gypsy and Traveller Communities across Somerset are of different ethnicities and have their own culture and therefore careful consideration must be made when allocating sites as well as being mindful of their accommodation needs. Our Gypsy and Traveller Accommodation Assessment (GTAA) updated in 2013 sets out detail on the needs of this community and the pitch requirements.</p>	<p>Neutral</p>

-race	Refugees and asylum seekers have many additional challenges and needs including potentially language barriers, along with differing housing needs and a range of dwelling sizes (due to multi-generational households). Many face challenges relating to low or lack of income; lack of capital for a deposit; few household possessions and high forced mobility (in terms of where they are offered accommodation) which makes it difficult to establish a 'local connection'. The Syrian Vulnerable Persons Scheme seeks to address these needs.	
Sex (Gender)	<p>The strategy will have an overall positive effect on women who are over represented among homeless households through preventing homelessness and meeting housing need.</p> <p>Providing comprehensive advice services across all tenures will also benefit women at risk of domestic violence, and those at most risk through the impact of welfare reform changes. The majority of homeless and temporary accommodation households are headed by, or include, women. Since 1 April 2004, it has been unlawful for local authorities to house families with children and pregnant women in bed and breakfast accommodation for more than six weeks, which has put increased pressure on the housing system.</p> <p>Single men are overrepresented in the rough sleeper and non-priority homeless categories both nationally and locally. The reasons for this are varied but may be linked to the fact that 32% of rough sleepers are prison leavers and 6% have been in the armed forces at some point in their lives.</p> <p>Support is provided through Positive Lives services and we need to continue and support further work to reduce single non-priority homelessness, which should have a positive impact on single men in the rough sleeper and non-priority homeless categories, together with bolstering existing support for priority homeless applicants.</p> <p>Single men with children are presenting more often as homeless and there have been issues with landlords not accepting that single males would have such sole access to children. Further work is needed to ensure that landlords understand applicant circumstances and accommodate accordingly, with no reference to the gender of the applicant.</p>	Positive
Gender reassignment	<p>We have no evidence to suggest that applicants from this group are disadvantaged in any way by the service or strategy. However, we know that transgendered people may be at risk of homelessness arising from transphobic reactions, Hate Crime and harassment by family, neighbours and members of their local community.</p> <p>Staff training is critical to awareness of needs and issues.</p>	Neutral

	Further work may be needed to ensure that private interview facilities are available in all partners to ensure that privacy can be assured for gender reassigned applicants. In addition, Personal Housing Plans should pick up and address issues and needs relevant to the service	
Sexuality	<p>Assessments of need and Personal Housing Plans (under the new legislation) may be the most suitable way to determine what types of dwellings are required. Staff training is critical for awareness of needs and issues in delivering our services effectively for LGBT applicants. Specialist accommodation may be considered for LGBT communities, especially people at risk of also being discriminated against due to age or race.</p> <p>Advice can be sought from organisations that support LGBT people such as Stonewall Housing or the Albert Kennedy Trust, the Diversity Trust and 2BU. Information and guidance are available at 2BU website.</p> <p>In a survey undertaken with LGBT young people in Somerset, Impact of Coming Out on Mental Health, the results reveal that:-</p> <ul style="list-style-type: none"> • 85% of respondents indicated that they had either been bullied, witnessed bullying or both. • Only 1 in 3 had reported the bullying • 86% had experienced verbal abuse • 3 in 4 reported deliberate self-harm • Almost half had attempted suicide <p>These pressures on mental health could lead to additional difficulties for young LGBT people in getting and sustaining housing successfully (equally, poor, inappropriate or unstable housing could compound poor mental health and wellbeing).</p> <p>In the Somerset Gay and Bisexual Men’s Research Report (2015), gay and bisexual men in Somerset report experiencing homophobia and hate crime. This could lead to housing difficulties and risk of homelessness. The full report is available from the Diversity Trust website</p> <p>Data on these groups is not collated as part of the Government’s P1E data return and cannot be reported on at this stage. This makes it difficult to obtain accurate information about the housing needs of LGBT people who are at risk of or faced with homelessness.</p> <p>To date there has been no evidence of negative impact.</p>	Neutral

Rurality	<p>Somerset is a rural county and presents some challenges in terms of reaching rough sleepers in the rural locations. Homelessness Services are located in towns across the district, outreach workers go out daily to look for and support rough sleepers in known rural haunts.</p> <p>The strategy identifies a need to develop a county wide rough sleeper strategy and this will seek to address the rural challenges and disadvantages.</p> <p>Travel and Access: Transport is limited and costly in rural areas and can lead to isolation of our more vulnerable residents, also challenging access to some services and facilities located in towns. Reaching and helping people in the communities in which they live or rough sleep presents challenge. This is true for all districts and especially so for West Somerset.</p> <p>Around 10% of White British householders in Somerset <u>do not</u> have access to a car/van, compared to 15-16% for all other ethnic groups. <u>(Census, 2011)</u></p> <p>People of Hindu and Muslim religions in Somerset are less likely than the general population to have transport: 23% of Hindu and 21% of Muslim householders do not have access to a car (or van) <u>(Census 2011)</u>.</p> <p>Only 33% of adults aged 75 years or over have ever used the Internet. <u>(Internet Access Quarterly Update, Q2 2013)</u>.</p> <p>Disabled people are less likely to live in households with access to the internet than non-disabled people. Over half (53%) of adults who have never used the Internet have a disability.</p> <p>Assessments and Personal Housing Plans should include relevant issues relating to rurality.</p>	Neutral
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Section 5 – After consideration please state your final recommendations based on the findings from the impact assessment. Also, include any examples of good practice and positive steps taken.			
The draft strategy was developed in consultation with internal and external partners. No comments were received concerning equalities impact. The overall impact of the strategy is to improve the outcomes for residents facing homelessness against a backdrop of diminishing resources. It is recommended that the strategy be adopted.			
Section 6 - How will the assessment, consultation and outcomes be published and communicated? E.g. reflected in final strategy, published. What steps are in place to review the Impact Assessment			
The impact assessment will be reviewed in line with the next homelessness review and new strategy currently proposed after 18 months.			
The homelessness review and consultations outcomes are contained within the main strategy document and will be published thorough the council's website.			
Completed by:		Jan Errington	
Date		02.03.18	
Signed off by:		Homelessness Managers Group	
Date		09.03.18	
Compliance sign off		Tom Rutland	
To be reviewed by: (officer name)			
Review date:		In line with strategy review September 2019	
Version	V0.1.3	Date	09.03.18

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Age					
Data not collected statistically for all homeless applications therefore not able to monitor effectively full homelessness need and demand.	Collect and monitor data on this characteristic for all homeless applicants	Housing Options Teams Housing Managers	April 2018	H-CLIC submissions and reports Quarterly management reports and returns	Improved ability to analyse the impact of the strategy and to target services accordingly to avoid any disadvantage
We need to ensure awareness of all services available to homeless individuals where communication could be a barrier	Ensure that commissioned services are able to provide easy to understand service information accessible to young people (media and language)	Housing Managers	December 2018	Councils and commissioned services provide appropriate accessible service information	Fair access to homelessness prevention services ensuring those who need help know how to access it.
Limited homelessness risks awareness and need for a 'reality check' for young people so that they can be better informed about the risks of homelessness, where to get help and advice to avoid becoming homeless.	<i>Taken from the strategy action plan:</i> Ensure housing/ homelessness awareness sessions are promoted in schools & colleges	HMG (Housing Managers' Group) Housing Managers (YMCA)	December 2018	Possible snap shot surveys from class attendees Evidence number of sessions undertaken in schools H-CLIC submissions and reports	More young people staying at home Awareness raising literature available Fewer homelessness approaches by clients aged 16-24

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
The strategy identifies an increased demand for over 65's and over 75's within the next 20 years.	Review the housing aspirations of older social housing tenants to enable safe and independent living	HMG Housing Managers	April 2019	Minutes/reports via HMG Positive Customer Satisfaction feedback	Housing providers and enablers are aware of requirements to meet future older persons' housing needs appropriately
	The councils and housing providers must take account of projected demand for older persons' accommodation in decision making about resource allocation, asset management review and housing development.	Housing Managers (Enabling Teams, Registered Providers)	ongoing	Discussions with Housing Development, Enabling and housing providers engaged in development	Choice and supply to meet/anticipate demand as it grows
	Review the housing needs of older rough sleepers and improve their accommodation pathways and options, working within the Positive Lives programme	HMG Housing Managers	April 2019	Minutes/reports via HMG Positive customer satisfaction feedback	Clear pathways to services in place

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Limited supply of 1 bed units	<i>From the strategy action plan:</i> Explore options to increase the number of single units available to single homeless clients, particularly the 25-34 year age group. Consideration should also be given to any need for shared and alternative accommodation options	HMG Housing Managers	Nov 2018 and annual	Fewer households waiting for 1-bedroom accommodation on Homefinder Somerset	Fewer households waiting for 1 bedroom accommodation, more accessible move on for supported housing residents
Mediation is currently available to young people but no other age groups	<i>From the strategy action plan:</i> Explore the options to provide mediation services to different age groups/client groups	HMG Housing Managers	January 2019	H-CLIC statistics	Increase in the number of clients supported to remain in their homes
Disability					
Data not collected statistically for all applicants, therefore not able to monitor effectively in terms of district's full homelessness need and demand.	Collect and monitor information on this characteristic for all homeless applicants	Housing Options Teams – Housing Managers	April 2018	Statistical data collection built into software with reports via H-CLIC	Data available for analysis of strategy impacts, emerging trends and issues

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
We need to ensure awareness of all services available to homeless individuals where communication could be a barrier	Ensure that commissioned services are able to provide easy to understand service information that can be provided in alternative formats and easy read versions	Housing Managers	December 2018	Commissioned services are able to provide accessible service information in easy read and alternative formats	Enable awareness and fair access to services to prevent homelessness and ensure those who need help know how to access it.
There may be a shortage of accessible housing for some disabled people leading to a lack of choice and inappropriate housing when applicants present as homeless or for advice on their housing options. There are also issues in matching the correct adaptations on properties to applicant's disabilities.	Work further with the Housing Occupational Therapists, through the Homefinder Somerset Monitoring Board that oversees the operation of the Homefinder Somerset Allocations policy, to improve labelling and marketing of adapted property and correct allocation of adapted property	HMG Somerset CBL Scheme Coordinator	Ongoing	.Homefinder Somerset monitoring and reports Aids and adaptations team and Housing OT feedback and reports Customer satisfaction surveys Affordable housing plans and delivery reports	Clear efficient and effective pathways to suitable adapted housing. Optimised use of available adapted properties, ensuring applicants are offered appropriate housing to meet their needs. Reduced waiting time for suitable housing Ensure wheelchair accessible units included in new builds to basic accessible standard

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
-continued					Improved timescales for minor adaptations
A clear referral pathway for agencies is required, particularly at point of discharge from hospital, prison and other institutions.	<i>From the strategy action plan:</i> Develop protocols for Public Services, Housing Providers & all other Agencies to refer clients they believe to be homeless or at risk of homelessness	HMG Housing Managers	October 2018	Protocols in place Referrals made from variety of agencies	Increased number of referrals
Ensure that no individuals fall through the net becoming homeless or at risk of homelessness where earlier intervention, communication and partnership working could have prevented this, especially for those with complex needs	<i>From the strategy action plan:</i> Improve partnership working between Community Mental Health Teams and Drug/Alcohol dependency support to improve outcomes for dual diagnosis clients	HMG Housing Managers (Service Providers)	ongoing	Protocols in place Evidence of negotiations and meeting minutes	Personalised and planned positive outcome for client
	<i>From the strategy action plan:</i> Continue to work with Community Mental Health Teams, Hospitals, Prisons and Probation to develop a protocol to ensure that clients are not discharged/released without suitable accommodation	HMG Housing Managers (hospitals, prisons, CMHTs)	ongoing	Protocols in place	Personalised and planned positive outcome for client

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
-continued	<i>From the strategy action plan:</i> Work with social housing providers to ensure that there are transparent and fair tenant selection practices. Monitor skipping reasons more closely.	HMG Housing Managers	ongoing	Homefinder Somerset reports	Reduction in the number of households refused by social landlords Improved access to social housing for clients with difficult housing histories
	Continue to explore and improve ways to ensure service reaches those in rural settings e.g. outreach and drop ins in range of locations* *Also rurality issue	HMG Housing Managers	ongoing	Reflected in satisfaction questionnaires Rough sleeper statistics	Service developments for better rural access Positive outcomes for applicants in rural settings
Ensure adequate supply of suitable accommodation for those with specific needs to enable access to housing	<i>From the strategy action plan:</i> Raise awareness amongst Planners and Enabling Teams on the need and demand for particular units of accommodation	HMG Housing Managers	ongoing	Evidence – e.g. fact sheets, minutes of meetings, 1 bed units delivered within affordable housing programme and published reports	Address the need 1-bedroom accommodation

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Some individuals with complex needs may be rough sleeping and find it difficult to consider or access appropriate decent housing. Many may be 'under the radar', especially newer rough sleepers, and not able to readily engage with help available or be aware of their options	<i>From the strategy action plan:</i> Develop [and deliver] Somerset-wide Rough Sleepers Strategy	HMG Housing Managers	April 2019	Minutes of meetings recording strategy development Draft strategy consultation Approved strategy published	Improved communication between partners in relation to rough sleeping Improved options & outcomes for rough sleepers Improved access to services for rough sleepers
Gender Reassignment					
Data not collected statistically, therefore not able to monitor effectively in terms of district's full homelessness need and demand.	Collect and monitor information on this characteristic for all homeless applicants. Monitor hate crime and action in relation to housing allocation and Housing Options response	Housing Options Teams Housing Managers	April 2018	H-CLIC quarterly submissions and reports and returns Housing Options teams' monthly monitoring of Homefinder statistics	Data available for analysis of strategy impacts, emerging trends and issues enabling more effective targeting of services.

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Need for staff awareness to enable better understanding and service	Provide regular staff training to ensure adequate awareness and understanding of needs	Housing Managers Housing Options Teams	December 2019 and ongoing	Customer satisfaction surveys Training plan and records	Better understanding of needs and impacts of services on this group
Marriage and Civil Partnership					
There are no actions					
Pregnancy and Maternity					
Data not tracked statistically for all applicants	Collect and monitor data on this characteristic for all homeless applicants	Housing Options Teams Housing Managers	April 2018	H-CLIC Quarterly reports and returns	Data available for analysis of strategy and service impacts as well as emerging trends and issues enabling more effective targeting of services.
Race (including ethnicity or national origin, colour, nationality and Gypsies and Travellers)					
Collected for statistically homeless acceptances at a high level only therefore not able to monitor effectively in terms of district's full homelessness need.	Collect and monitor information in more detail on this characteristic for all homeless applicants. Options response	Housing Options Teams Housing Managers	April 2018	H-CLIC quarterly submissions and reports and returns Quarterly reports and returns	Data available for analysis of strategy and service impacts as well as emerging trends and issues enabling more effective targeting of services.

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
People from a different race or culture may be vulnerable to hate crime	Monitor hate crime and action in relation to housing allocation and Housing	Housing Options Teams HMG	ongoing	H-CLIC quarterly submissions and reports and returns Housing Options teams' monthly monitoring of Homefinder statistics	Data available for analysis of strategy impacts, emerging trends and issues enabling more effective targeting of services.
We need to ensure awareness of all services available to homeless individuals where language could be a barrier Ensure accessibility of services	Ensure that all Housing Options and commissioned services can provide service literature that is easy to understand and can be provided in alternative formats and translations. Ensure that language barriers are considered and mitigations found – e.g. interpretation when needed	Housing Managers	December 2018	Literature and access to interpretation /translation in place	Enable awareness and fair access to services to prevent homelessness and ensure those who need help know how to access it.

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Current availability of accommodation options for Gypsies and Travellers does not include permanent and transit pitches, only housing, which may not be appropriate to the needs of all.	In line with the updated GTAA (Gypsy Traveller Accommodation Assessment) work towards implementation within resources and when feasible of GTAA recommendations including the delivery of identified annual pitch requirements	Council planners	ongoing	Monitoring and review of GTAA	Measurable steps taken towards implementation of increased permanent and transit pitch availability
Current support available is not targeted specifically to the needs of Gypsies and Travellers and therefore may not be as accessible or appropriate as possible	Support progress and implementation of application by Julian House for funding for pilot specialist outreach and engagement worker for Gypsies and Travellers in Somerset	HMG Housing Managers	If bid successful April 2018 -19	Quarterly reports and in line with funding	Improved access to practical support, information and advice services for Gypsies and Travellers. Increased cultural awareness amongst Health and Social Care professionals

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Religion and Belief					
Certain religious groups may have multi-generational families/ larger family groups living in one property leading to potential need for larger property. There may be other relevant cultural needs affecting service delivery and access	<p>Personal Housing Plans should pick up any cultural or religious needs in terms of service provision.</p> <p>Regular Staff training is needed to raise awareness of issues and needs.</p>	Housing Options Teams	<p>Ongoing</p> <p>March 2019 and ongoing</p>	<p>Customer satisfaction surveys</p> <p>Training plan and records</p>	<p>Service ensures accessibility and that there is no disadvantage as a consequence of religion or belief</p> <p>Better understanding of needs and impacts of services on this group</p>
Ensure adequate supply of suitable accommodation for those with specific needs to enable access to housing, for example larger properties for multi-generational households	Work with Enabling and development teams to ensure housing are reflected in development programmes	HMG Housing Managers	ongoing	Evidence – e.g. fact sheets, minutes of meetings, 1 bed units delivered within affordable housing programme and published reports	Address the need larger accommodation

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Sex (Gender)					
Data collected statistically for homeless acceptances therefore limiting information available for analysis not able to monitor effectively in terms of district's full homelessness need and demand.	Collect and monitor information in more detail on this characteristic for all homeless applicants	Housing Options Teams Housing Managers	April 2018	H-CLIC quarterly submissions and reports and returns Quarterly reports and returns	Data available for analysis of strategy and service impacts as well as emerging trends and issues enabling more effective targeting of services.
Optimise the range of provision for women and children fleeing domestic abuse	<i>From the strategy action plan:</i> Evaluate the “stay safe” at home options available for victims of domestic violence where this choice is suitable Where ‘stay safe” at home is not an option, review banding, policy and processes around domestic violence to ensure consistency	HMG Housing Managers (Avon & Somerset Police Somerset County Council Homefinder Somerset)	April 2019	Increase in the number domestic violence victims able to remain in their home where it is practical to do so Consistent banding policy for victims of domestic violence	Ensuring victims of domestic violence remain safe

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Sexual Orientation					
Data not collected statistically limiting information available for analysis therefore not able to monitor effectively in terms of district's full homelessness need and demand.	Collect and monitor information on this characteristic for all homeless applicants	Housing Options Teams Housing Managers	April 2018	H-CLIC quarterly submissions and reports and returns Quarterly reports and returns	Data available for analysis of strategy and service impacts as well as emerging trends and issues enabling more effective targeting of services.
Need to ensure staff awareness to enable better understanding and service	Provide regular staff training to ensure adequate awareness and understanding of needs	Housing Managers Housing Options Teams	March 2019 and ongoing	Training plan and record	Better understanding of needs and impacts of services on this group Service ensures accessibility and that there is no disadvantage as a consequence of this groups needs and issues

Equality Impact Assessment Issues and Action Table					
Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions?	When will the action be completed?	How will it be monitored?	What is the expected outcome from the action?
Other (including caring responsibilities, rurality, low income, Military Status etc.)					
Rurality - issues relating to rurality can lead to additional isolation from social and support networks and service access issues. This can be compounded by:- low income; lack of access to transport; older people and disabled people may be less likely to be able to access internet	An ongoing challenge to ensure that those in rural locations are aware of services that services reach out to rural areas and can be accessed in as many ways as possible to overcome distance and isolation. Assessments and Personal Housing Plans should include and address these issues and needs	Housing Options Teams	Ongoing	Services can demonstrate actions, initiatives, communication methods and facilities which support those in rural locations with service accessibility Customer satisfaction surveys	Improved awareness of services of rural residents and rough sleepers Reduction and removal of barriers and disadvantage created by rurality issues

Appendix 1

Examples of the homelessness support, advice and accommodation services provided across the county with positive impact for protected characteristics:

Advice and Support Service	District	Who benefits?
Services providing housing and homelessness advice, information and access to mediation such as Citizen's Advice (CAB), P2i, Positive Lives and District Councils' Housing Options Teams with positive impact	All	Homeless individuals (or those at risk of homelessness) who are vulnerable due to their homelessness and other needs, some of whom may fall into any category of protected characteristic
Keyring have directly has helped 71 tenants in Mendip to find affordable and decent accommodation Somerset West Letting Agency secured 89 bed spaces in Sedgemoor and 5 bed spaces in West Somerset	MDC SDC	
Credit Union provide loans to support homelessness prevention and enable access to alternative private rented sector housing through the Help to Rent, Sedgemoor Loan and Universal Credit In Advance Loan schemes	MDC SDC	
Citizens Advice Money Advice, Warrant, Debt and Budgeting scheme provides specialist advice and assistance e.g. rent arrears and transition to Universal Credit. South Somerset in house Welfare Benefits Team and Taunton Deane Debt and Benefit Advisors support tenants with money advice.	All	
YMCA Deposit Guarantee Scheme is provided with the Council to help clients into private sector housing.	MDC	
Somerset Homelet Website - allows private landlords and agents to advertise their vacant properties to let for free	SDC TDBC WS	
YMCA Private Rented Support Scheme delivers a support service to over 25's focussing on prevention of homelessness helping single homeless and couples without dependants.	All	
YMCA Adult Emergency Host Family Accommodation (EHFA) is the provision of Host Family Accommodation for up to seven nights for someone aged 25 and over.	All	
Yeovil4Family provide floating support and mentors to people at risk of homelessness in South Somerset	SSDC	
YMCA provide Sedgemoor Lodgings Scheme which aims to establish lodgings so that people can remain in their homes and provide much needed accommodation in Sedgemoor and West Somerset, achieving 218 bed-spaces in the first 2 years	SDC WS	

Advice and Support Service	District	Who benefits?
YMCA Emergency Host Family Accommodation (EHFA) for young people for up to seven nights	MDC	Age – young people 16-25
YMCA tenancy accreditation scheme to build up tenancy management skills and provide evidence to landlords to help young people access move-on accommodation	All	
P2i is an outcome based homelessness prevention service, which aims to provide a service for all vulnerable young people aged 16 to 25 inclusive who have a relevant need. 168 beds are available across the county (some services provided by YMCA as above).	All	
Homefinder Somerset Policy has an exemption from local connection rules for victims of domestic abuse and gives priority status (Gold Band) to women fleeing domestic abuse.	All	Gender
Taunton Women's Aid and Knightstone's SIDAS (Somerset Integrated Domestic Abuse Service) provide a range of services including a refuge, 6 safe houses, drop in, outreach and other support and advice services for male and female victims of domestic abuse		
The Positive People initiative for single homeless adults with complex needs was co-designed with service users and providers with services tailored to individual needs. It links together and drives forward development of a range of services to meet local need. (some services are provided through TAH (Taunton Association for the Homeless))	All	Homeless individuals who are vulnerable due to their homelessness and other needs who may fall into any category of protected characteristic These include but are not limited to: • Disability e.g. mental health, dual diagnosis, complex needs. • Those where rurality is an additional challenge
<p>Rough Sleepers are supported through Outreach services across the county.</p> <p>There is a range of accommodation for homelessness, for example:</p> <p>Elim's Connect Centre, drop in sessions across Mendip's main towns, outreach service with assistance to reconnect those without a local connection. Elim's Direct Access Community provides supported housing for rough sleepers on a working farm with client able to get involved in helping out on the farm.</p> <p>TAH provide accommodation and outreach in Taunton Deane</p>	MDC	
Cold weather provision aims to engage individuals who are rough sleeping and provide some form of accommodation to reduce the risk of ill health or death due to rough sleeping in severe weather	All	
Syrian Vulnerable Persons Resettlement Scheme – alleviates homelessness for Syrian refugees	All	Race

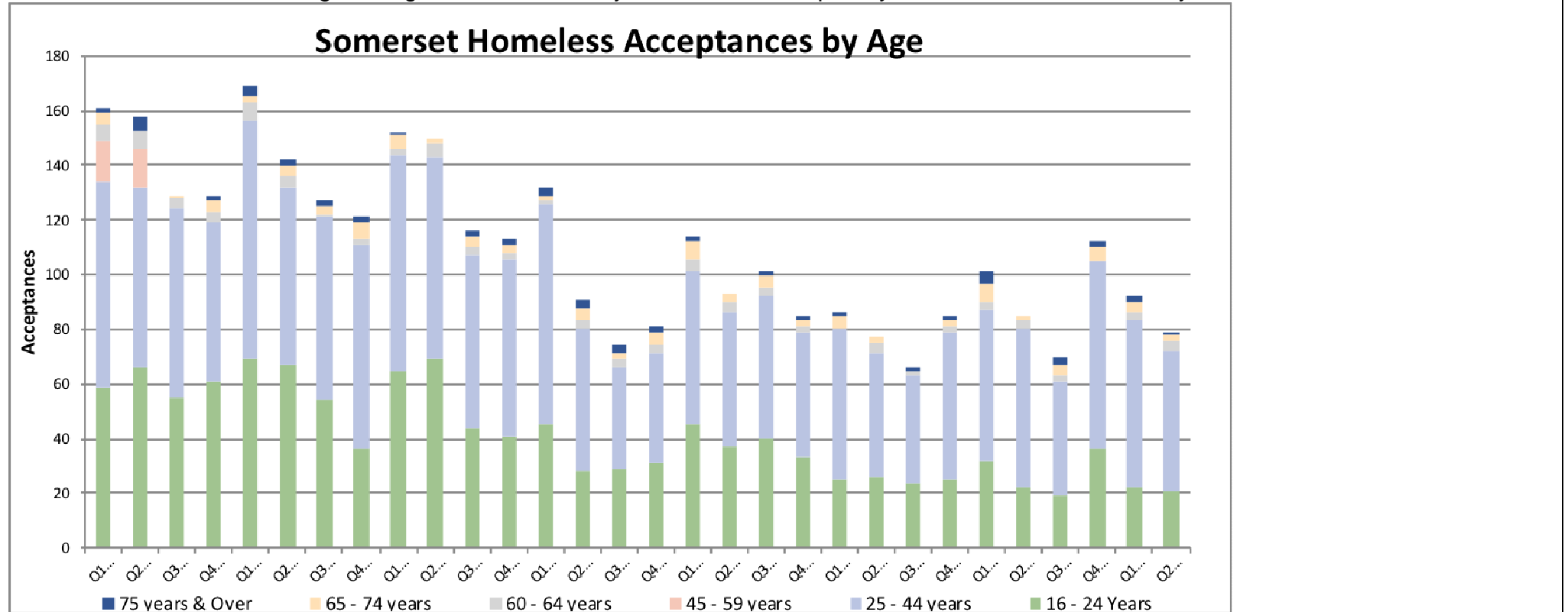
Appendix 2

Equalities data analysis in this section is taken from Somerset Intelligence (<http://www.somersetintelligence.org.uk>)

Age

	Mendip	Sedgemoor	South Somerset	Taunton Deane	West Somerset	South West	Great Britain
Males	48.7%	49.1%	49.1%	48.6%	48.1%	49.2%	49.3%
Females	51.3%	50.9%	50.1%	51.4%	51.9%	50.8%	50.7%

The table below shows the age of eligible, unintentionally homeless and in priority need households from July 2016 to June 2017 was:



Amongst the 65-74 age group, the annual rate of growth was an estimated 3.4%, five times the average rate. This partly reflects the attraction of Somerset as a retirement destination, and the post-war baby-boom generation reaching retirement age. Comparison of the population in 2013, and local projections, show how each district can expect to see a significant increase in the numbers of people over 65 by 2037. The number of people aged 75 or older is projected to double by 2039. Most of Somerset, including almost all rural areas, is likely to have at least 25% of the population over 65 by 2033. (see maps at appendix 3 below and at section 6.10 of the Strategy and at <http://www.somersetintelligence.org.uk/population-estimates-and-projections/>)

Economy and Jobs: Younger people are more likely to be unemployed and claiming Jobseekers Allowance (JSA) than older people: The claimant rate for people aged 16-24 in Somerset is 3.3%, compared to 2.0% for those aged 25-49, and 1.0%

Housing: Younger people are much less likely and able to own their own home: 37% of Somerset householders aged 16 to 34 are owner occupiers, compared to 79% of those aged 65 or over. (Census, 2011) As a result, 44% of householders aged 16 to 34 in Somerset privately rent their home, compared to just 7% of those aged 65 or over. Private renters typically spend more on their rental payments than owner occupiers spend on their mortgage payments (Census, 2011 / English Housing Survey, 2011/12)

Younger people are much more likely to be homeless: Around one third (31%) of people accepted as homeless and in priority need by Somerset local authorities were aged between 16 and 24. (Department for Communities and Local Government, Live Tables on Homelessness, 2012/13)

Disability

At the time of the 2011 Census, 99,664 people in Somerset identified themselves as having a long-term health problem or disability which limited their day-to-day activity. This equates to around 1 in 5.5 of the population.

- 43,988 people's lives were limited 'a lot' and 55,676 people limited 'a little'.
- A higher proportion of women than men report having a long term health problem or disability.
- Overall, over half of people aged 65 or over have a long-term health problem or disability, rising to 83% of those aged 85 or over.
- There are nearly 9,000 households (3.9% of all households in Somerset) containing at least one adult with a long-term disability or health condition and dependent children.
- Prevalence is most common in areas with older populations: in parts of Minehead and Burnham-on-Sea around 1 in 3 residents have a limiting condition.

The map attached at appendix 3 shows distribution of disabled households in Somerset. <http://www.somersetintelligence.org.uk/census-health.html>

The following table shows the disability breakdown of eligible, unintentionally homeless and in priority need households for the same period from July 2016 to June 2017:

Homeless Acceptances - Disability

Category	Number	% of Total Acceptances
Physical Disability	41	10.00%
Mental Illness	33	8.05%
Total Disability	74	18.05%

Health and Well-being: The proportion of people with a long-term illness or disability that restricts their daily activities increases steadily with age: Around 4% of people aged under 25 in Somerset have a long-term health problem or disability, increasing to 83% of people aged 85 and over. (Census, 2011)

Around a fifth of people aged 16 or over are estimated to have some indication of anxiety or depression, with a higher proportion of those aged between 40 and 59 and aged 80 and over. (Annual Population Survey, 2012/13)

Economy and Jobs: Nationally, 47% of working-age disabled people are in employment compared to 76% of working-age non-disabled people. (Labour Force Survey, 2012).

Half of people aged 16+ with a long-term health problem or disability in Somerset have never worked or are long-term unemployed. Overall, only around 4% of Somerset residents have never worked or are long-term unemployed. (Census, 2011)

Religion and Belief

Somerset's main religious groups, as identified in the 2011 Census:

- Christian (339,211 residents)
- Buddhist (1,612 residents)
- Muslim (1,470 residents)
- Pagan (1,147 residents)
- Hindu. (506 residents)
- Of the other major world religions, there were a total of 337 Jewish residents and 100 Sikh residents recorded in the Census. In addition there were 34 'other' religious affiliations, the most common being Mixed Religion (750), Spiritualist (369), Spiritual (200) and Wicca (158)

Race

The largest ethnic population group is "White British": Mendip (94.24%), Sedgemoor (95.30%), South Somerset (94.96%), Taunton Deane (93.50%) and West Somerset (95.83%). These compare to 93.67% in England and Wales and 91.80% for the South West region. (Source: Census 2011)

Ethnic group or background of Somerset residents

Ethnic group or background		Census 2011
White	British/English/Welsh/ Scottish/Northern Irish	501,558
	Irish	2,257
	Gypsy or Irish Traveller	733
	Other White	14,707
Mixed / multiple ethnic groups	White and Black Caribbean	1,200
	White and Black African	650
	White and Asian	1,407
	Other Mixed	984
Asian / Asian British	Indian	1,069
	Pakistani	203
	Bangladeshi	442
	Chinese	1,247
	Other Asian	1,912
Black / African / Caribbean / Black British	African	607
	Caribbean	291
	Other Black	115
Other ethnic group	Arab	175
	Other ethnic group	415

- An estimated 20,912 Somerset residents do not identify themselves as British (or English, Welsh, Scottish or Northern Irish). 20,329 Somerset residents hold a non-UK passport.
- In over 97% of Somerset households, English is the main language of all adult residents. However, there are an estimated 3,404 households in which no one has English as a main language.
- Around 4 out of 5 residents whose main language is not English can speak English 'well' or 'very well'. An estimated 2,382 residents cannot speak English well, and a further 410 cannot speak English at all.

The table below shows the ethnicity of eligible, unintentionally homeless and priority need households in the last four quarters of data available during the homelessness review (July 2016 to June 2017). (Source: P1E statistics - Government homelessness statistical reporting)

Homeless Acceptances Ethnicity Breakdown

	White	Black	Asian	Mixed	Ethnicity not stated	Other
Mendip	19	0	0	0	3	2
Sedgemoor	61	0	0	0	0	0
South Somerset	155	0	0	1	21	3
Taunton Deane	115	1	1	3	1	0
West Somerset	24	0	0	0	0	0

Economy and Jobs: Being on a low wage or unemployed or in and out of work could increase the risk of homelessness if it leads to difficulties in money management including payment of rent or mortgage. Unemployment is higher for people of Black and Mixed ethnicities: Around 4.8% of economically active Somerset residents are unemployed, rising to 7.6% for Black and 8.2% for people of Mixed ethnicity. (Census, 2011)

Housing: The proportion of people who own their own home varies significantly across ethnic groups, from 71% for White British to 37% for White Other. Only 15% of White British householders privately rent their home, compared to 54% for White Other, 43% for Asian and 37% for Black ethnicities. (Census, 2011)

Around 2.4% of households in Somerset rate as overcrowded in terms of the number of available bedrooms in the home. For several ethnic groups the proportion is significantly higher: White Other (9.9%), Asian (11.1%) and Gypsy or Irish Traveller (16.9%). (Census, 2011)

People of Asian ethnicity are 'under-represented' on the Somerset Homefinder social housing register relative to the size of the population: Asian people comprise 0.4% of Homefinder registrants but 0.9% of the county's population. Conversely, people of White Other ethnicity are marginally over-represented.

White Other ethnicity

Areas with highest concentrations of 'White: Other' residents:

- Most were born in Europe, the majority in Eastern Europe.
- 94.6% of Somerset's population are 'White British'. This proportion is typical of that seen in Somerset's neighbouring local authorities but much higher than the England and Wales average (80.5%). Somerset's non-'White British' residents tend to be concentrated in and around the county's principal towns.
- Somerset has seen a large increase in Polish-born residents since the accession of the A8 East European countries to the EU in 2004. Of the 8,171 East European-born residents recorded in the 2011 Census, around two-thirds were from Poland.
- Polish is the most common 'non-UK' ethnicity in all Somerset's districts, and Polish-born residents now account for 1% of Somerset's overall population. There are significant pockets of residents in parts of Shepton Mallet, Yeovil, Minehead, Taunton and Bridgwater.
- The size of the Portuguese population in Somerset has also increased markedly in the last ten years, from 53 residents at the time of the 2001 Census to 965 residents in 2011. There are now notable groupings of Portuguese residents in areas of Chard and Shepton Mallet.
- At a broader (district) level, there are also noteworthy, albeit small, concentrations of Italian people in Mendip; Chinese in Taunton Deane; and people from the Baltic States in Sedgemoor. West Somerset has a small representation of 'Other Eastern European' ethnicity.
- There are established German, Irish and South African-born populations in Somerset, each accounting for between 0.3% and 0.5% of the county's overall population. The numbers have not changed significantly since the 2001 Census. These residents are generally found throughout the county, with no particular local concentrations.

Mixed / multiple ethnic group

Mixed ethnicity comprises 'White and Black Caribbean', 'White and Black African', 'White and Asian' and 'Other'

In Somerset, there were 4,241 residents at the time of the 2011 Census, representing 0.8% of the population. The largest sub-group is 'White and Black Asian' (33%), followed by White and Black Caribbean (28%). India and the Philippines account for the highest numbers of Asian-born residents. Information about the Philippines was not published in the last Census but Somerset has seen an eightfold increase in residents of 'Other Asian' ethnicity since 2001, of which new residents from the Philippines are likely to be a key factor. Wellington, Minehead and Taunton have small pockets of Filipino residents.

- The age profile is young compared to the Somerset average, with more than half of people under 20

Black / African / Caribbean / Black British

Around 7 out of 10 were born outside the UK. The BME (Black and Ethnic Minority) population of Somerset was estimated at 10,717 in 2011. The BME population now comprises 2.0% of Somerset's overall population, which is well below the national average of 14.0%. Half arrived as children or young adults. The majority (60%) are Black Caribbean. 29% are Black African.

- The population is widely dispersed, although predominately in and around town centres.
- People of student and working age form the main population demographic.
- There are relatively few people aged over 65.
- More than three-quarters (77%) are Christian, with Muslim the next most common religion (5%).

Economy and Jobs: Unemployment is higher for people of Black and Mixed ethnicities: Around 4.8% of economically active Somerset residents are unemployed, rising to 7.6% for Black and 8.2% for people of Mixed ethnicity. (Census, 2011)

Housing: The proportion of people who own their own home varies significantly across ethnic groups, from 71% for White British to 37% for White Other. Only 15% of White British householders privately rent their home, compared to 54% for Other White, 43% for Asian and 37% for Black ethnicities. (Census, 2011)

Around 2.4% of households in Somerset rate as overcrowded in terms of the number of available bedrooms in the home (defined as having an 'occupancy rating' of -1). For several ethnic groups the proportion is significantly higher: Other White (9.9%), Asian (11.1%) and Gypsy or Irish Traveller (16.9%). (Census, 2011)

Gypsies and Travellers

There are an estimated 733 Gypsy or Irish Travellers in Somerset.

- The age profile is younger than the county average, with comparatively few people aged over 45.
- The main population centres are areas with established Gypsy and Irish Traveller sites, e.g., Berkley (near Frome), Frome, Tintinhull (near Ilminster), and Shepton Mallet.
- Life expectancy for Gypsy and Traveller men and women is 10 years lower than the national average.
- Gypsy and Traveller mothers are 20 times more likely than the rest of the population to have experienced the death of a child.
- There can be health issues associated with illegal pitches with lack of facilities

Areas with concentrated populations of Gypsies and Travellers

LSOA description	Number of residents	% of local population
Beckington and Berkley	29	2.4%
Tintinhull	14	1.2%
Frome Keyford North / Market South	16	1.0%
Frome The Butts and Lower Keyford	13	.9%
Frome The Mount	13	.9%
Shepton Mallet North	13	.9%

This is a snapshot in time as some gypsy and Irish travellers live transient lifestyles.

Refugees and asylum seekers

Refugees and asylum seekers have differing housing needs and a range of dwelling sizes (due to multi-generational households) and types need to be provided in both the private and social sector. Many refugees and asylum seekers face challenges relating to low or lack of income; lack of capital for a deposit; few household possessions and high forced mobility (in terms of where they are offered accommodation) which makes it difficult to establish a 'local connection'. Some kinds of temporary accommodation currently used by authorities nationally to house refugees and asylum seekers are inappropriate – especially for women and children and young people, many of whom are traumatised by their experiences – and can place them at unacceptable levels of risk on arrival. With many migrants choosing to share dwellings for cultural or financial reasons, there may be a greater need for larger accommodation although many migrants are single people seeking work. Current economic migration from abroad from poorer countries is also likely to affect housing tenure by sustaining demand for cheaper, private sector rented accommodation

Sex(Gender)

Economy and Jobs: Women in Somerset are likely to be paid 14% less than men and 48% are in part time jobs, which may lead to difficulties in sustaining rent payments putting them at risk of homelessness. (Annual Survey of Hours and Earnings, 2013). (Census, 2011)

Housing: Around half (47%) of householders accepted as homeless and in priority need by local authorities are female lone parent households. Male lone parent households account for 4% of homelessness. (MHCLG, Live Tables on Homelessness, 2012/13)

Somerset Gender Breakdown

	Mendip	Sedgemoor	South Somerset	Taunton Deane	West Somerset	South West	Great Britain
Males	48.7%	49.1%	49.1%	48.6%	48.1%	49.2%	49.3%
Females	51.3%	50.9%	50.1%	51.4%	51.9%	50.8%	50.7%

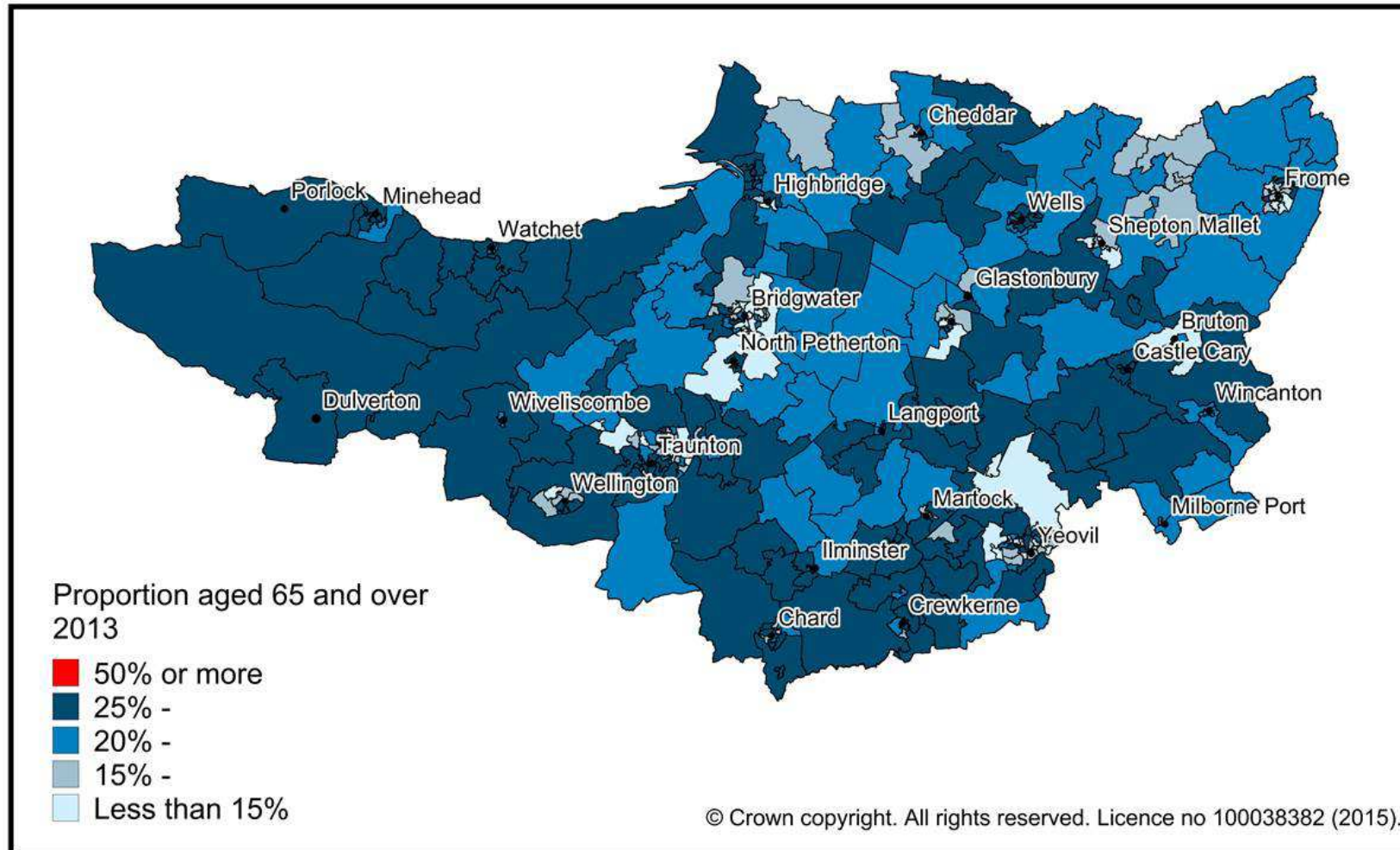
The gender breakdown of eligible, unintentionally homeless and in priority need households from July 2016 to June 2017 was about 70% female to 30% male

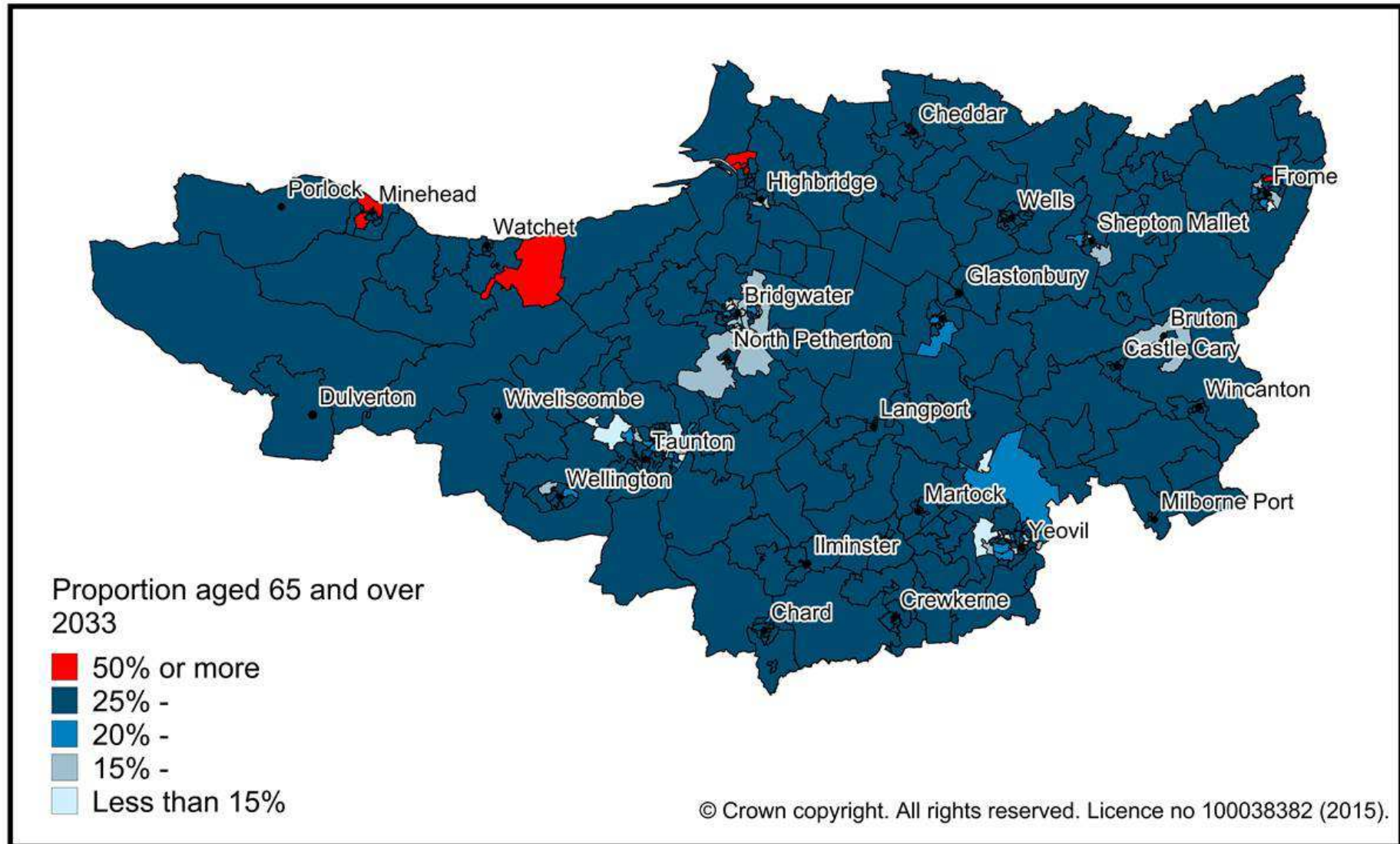
Sexuality

In April 2017, the Office for National Statistics (ONS) published experimental estimates of sexual identity at a local authority (county) level for the first time, based on survey data covering 2013 to 2015. The estimates suggest that 95.2% of Somerset's adult (aged 16 or over) population identify themselves as heterosexual or straight; 0.9% (4,000 residents) identify as gay or lesbian; 1.1% (5,000 residents) identify as bisexual; 0.4% (2,000 residents) as 'Other'.

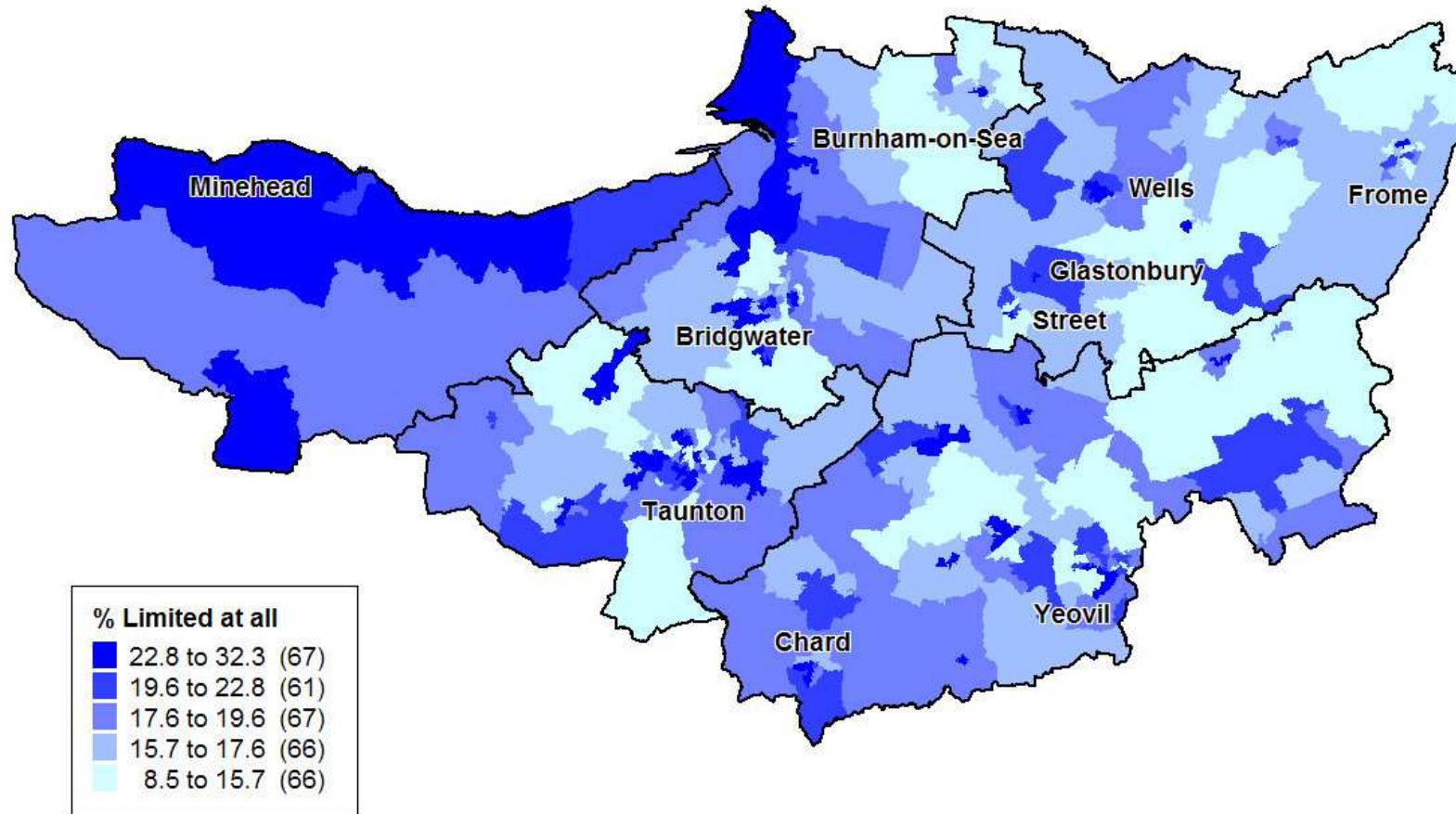
Appendix 3

Comparison of the population in 2013, and local projections, show how most of Somerset, including almost all rural areas, is likely to have at least 25% of the population over 65 by 2033 (see maps below and <http://www.somersetintelligence.org.uk/population-estimates-and-projections/>)





The map below shows distribution of disabled households in Somerset. <http://www.somersetintelligence.org.uk/census-health.html>



Appendix 4

Organisations Consulted During the Homelessness Review 2017
Homes In Sedgemoor
Aster Group
Magna Housing
Yarlington Housing Group
Taunton Association for the Homeless (TAH)
Knightstone Housing Association
Homegroup
SHAL Housing Association
Stonewater
Community Credit Unions
Citizens Advice services
Somerset Integrated Domestic Abuse Service (SIDAS)
Elim
Rethink Mental Illness
Brandon
Bournemouth Churches
Barnabas
Sanctuary Housing Association
Hannover Housing Association
Somerset Partnership Mental Health Teams
Avon and Somerset Police
Somerset County Council – Adult Social Care

Organisations Consulted During the Homelessness Review 2017
Somerset County Council – Children Services and Leaving Care Service
Somerset County Council – Public Health
Somerset County Council – Housing Occupational Therapist
Somerset County Council – service commissioners
Somerset County Council – Education
Somerset County Council – Troubled Families
P2i
National Probation Service
Mendip YMCA and YMCA Somerset Coast
Somerset Care and Repair
Somerset Drugs and Alcohol Service (SDAS)
DWP Partnerships manager for Somerset
IRIS
Turning Point
Somerset YRP
Sedgemoor Lodgings Scheme
Centre for Sustainable Energy
Keyring Lettings
Somerset West Lettings Agency
Sedgemoor District Council
Taunton Deane Borough Council
West Somerset Borough Council
South Somerset Council

Organisations Consulted During the Homelessness Review 2017
Mendip District Council
Town Councils
Frome Trinity Church
Wells Vinyard Church



Somerset Homelessness Review & Strategy 2017 (updated Sept 2018)

ACTION PLAN

Mendip District Council
Sedgemoor District Council
South Somerset District Council
Taunton Deane Borough Council
West Somerset Council

December 2017

13.0 ACTION PLAN

PRIORITY 1: Support the transition in services required by the Homelessness Reduction Act 2017 to reduce and prevent homelessness

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do	Target/Outcome	What would success look like?	Update
1.1	Address any staffing skill gaps by recruiting/retraining individuals to effectively deliver what is required by the Act including increased ability to provide good quality advice and information	April 2018 and on-going	HMG	Within existing resources and New Burdens funding from Government.	Assess current staffing skillsets Identify gaps in skillsets Identify training programmes Recruit new skills required	Achieve and deliver the requirements as set out by the Act	Increase in support available to clients Improvement in the quality of advice offered to clients Increase in the number of cases where homelessness is successfully prevented and relieved	Transformation has restricted any permanent recruitment. Sharing best practice. Currently met to the extent.
1.2	Share best practice in delivering the Act amongst Somerset Homelessness Managers & Officers	Ongoing	HMG	Within existing resources	Ensure that each Local Authority is represented at HMG meetings Improved use of IT to share information Explore options for sharing best practise	Share best practice across Districts Brainstorm challenges Share information Share resources	Evidence of new ideas, practices & initiatives that will contribute to improved homeless prevention	Working together on breaking the cycle. Sharing best practice on HMG.

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do	Target/Outcome	What would success look like?	Update
1.3	Develop protocols for Public Services, Housing Providers & all other Agencies to refer clients they believe to be homeless or at risk of homelessness	October 2018 and on-going	HMG Public Services to be defined by Government	Within existing resources	Create procedure Create associated forms Monitor effectiveness of new protocol Raise awareness of new protocol and duties on Public Services	Achieve and deliver the requirements as set out by the Act	Increase in the number of referrals from third parties of clients believed to be homeless or at risk of homelessness	Refer to Jan Errington. CD to work with Jan on this.
1.4	Maximise partnerships with all existing service providers to ensure the quality of support provided to clients	Ongoing	HMG All Partners	Within existing resources	Raise awareness of the Homelessness Reduction Act 2017 amongst partners	Achieve and deliver the requirements as set out by the Act	Increase in support provided to clients Improvement in the quality of advice offered to clients Increase in the number of referrals to and from third parties of clients believed to be homeless or at risk of homelessness	Same as 1.1

PRIORITY 2: Support clients to remain in their existing accommodation where appropriate

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
2.1	Review options and availability of tenancy support services both for families and single homeless clients	Jan 2019	HMG Solutions to be identified on a District basis Floating support providers	Within existing Use of new burdens funding.	Identify gaps in provision of floating support & barriers to effective use	Increase in the number of tenancies sustained	Increase in the number of homeless prevention & relief cases	Jan to Map Look at what LA's, County and RP's have commissioned and any other. Produce a directory. Review date to Jan 19
2.2	Review the countywide Pre Eviction Protocol to take account of the Homelessness Reduction Act	September 2018	HMG	Within existing resources	Create awareness and campaign using social media, radio and Local Authority publications Appoint a landlord liaison officer in each District	Increase in landlords contacting the Council Increase in early interventions Reduction in number of eviction notices served Reduction in officer caseload created by Homeless Reduction Act Improvement in landlord relations	Fewer homeless approaches as a result of loss of last settled home Fewer homeless presentations to Local Authority	Done and going August Board for approval. CD to publish on the website.

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
2.3	Review the initiatives currently in place to prevent the ending of Assured Shorthold Tenancies (AST's) in the Private Rented Sector	December 2018	HMG / Partners	Within existing	Brainstorm within the Partnership Develop pilot projects, procedures, plans for any new initiatives	Reduction in the number of evictions caused by private landlords serving notice	Fewer homelessness approaches as a result of loss of last settled home	Jan to map and share best practice in a toolkit to all LA's. TAS Tenancy HMG Support Debt workers Landlord forum Marketing from TBBC
2.4	Continue to monitor the effectiveness of the P2i initiative in supporting 16-24 year olds to remain in their homes	Ongoing	P2i Monitoring Board	Within existing	Develop any new services, initiatives or pilot projects within this framework to meet a specific need	Increase in the number of 16-24 year olds remaining at home	Fewer homelessness approaches by clients aged 16-24 Fewer homelessness approaches as a result of parents or relatives no longer willing to accommodate	P2i board and sub groups monitor. LA's are delivering service in the best way for the district and resources available. Anna Stats monitored to look at's these.
2.5	Ensure housing/homelessness awareness sessions are promoted in schools & colleges in each District	December 2018	HMG Somerset County Council YMCA	Within existing	Meet with Somerset County Council to improve school "buy	Increase in the number of 16-24 year olds remaining at home	Fewer homelessness approaches by clients aged 16-24	P2i deliver this. CD to ask Kirsty for an update.

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
			TAH P2I		in” and attach to curriculum Expand on work already initiated by YMCA and TAH Develop a programme		Fewer homelessness approaches as a result of parents or relatives no longer willing to accommodate	
2.6	Evaluate the “stay safe” at home options available for victims of domestic violence where this choice is suitable Where ‘stay safe” at home is not an option, review banding, policy and processes around domestic violence to ensure consistency	January 2019	HMG Avon & Somerset Police Somerset County Council Homefinder Somerset	Within existing	Evaluate existing “stay safe” at home options Identify gaps and weaknesses of current schemes Develop any new services Review banding, processes & Procedures	Ensuring victims of domestic violence remain safe	Increase in the number domestic violence victims able to remain in their home where it is practical to do so Consistent banding policy for victims of domestic violence	
2.7	Explore the options to provide mediation services to different	January 2019	HMG	Within existing	Identify and create new relationships	Increase in the number of clients	Increase in the number of cases where	

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
	age groups/client groups		Mediation Providers		with mediation providers	supported to remain in their homes	homelessness is successfully prevented	

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PRIORITY 3: Support clients to access suitable and affordable alternative accommodation where appropriate

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
3.1	Review available options for the use of Social Lettings Agencies and the services offered by existing Social Lettings Agencies to improve access to affordable private rented sector accommodation	May 2019	HMG	Additional funding required / re allocation of existing budget	Evaluate the effectiveness of Keyring Lettings and Somerset West Lettings Explore additional services that could be offered to landlords by both organisations Carry out feasibility studies for social lettings agencies in Taunton Deane and South Somerset	Increase in the number of households able to access good quality and affordable private rented accommodation Expansion of existing social lettings agencies or creation of new social lettings agencies	Increase in the number of successful homeless prevention & relief cases	
3.2	Reduce the impact that Universal Credit is having on private landlords and agents shying away from households in receipt of UC.	Ongoing	Each District Authority	Existing resources	Promote awareness of loan schemes available to households amongst landlords and agents Promote awareness of support services available to households amongst landlords and agents Explore guaranteed rent options within	Increase in the number of households able to access good quality and affordable private rented sector accommodation	Increase in the number of successful homeless prevention & relief cases	Jan to co-ordinate from all LA's on what they are doing and share for best practice.

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
					social lettings agencies Explore additional pre-tenancy training or support for clients in successfully making UC claim			
3.3	Continue the development of the Tenant Accreditation Schemes and ensure consistency provision and availability throughout the County	December 2018	HMG Local providers Somerset Tenant Accreditation Group	Additional funding required for expansion	Explore options to extend pre-tenancy training across more Districts and all client groups Explore option to deliver programme online Increase awareness of scheme with private landlords & agents	Increase in the number of households able to access good quality and affordable accommodation	Increase in the number of successful homeless prevention & relief cases Fewer homeless approaches	Leisa Kelly to take forward using a graduate from SSDC.
3.4	Monitor the success of the Lodgings Scheme in Sedgemoor, Taunton Deane & W Somerset and consider roll out to other Somerset Districts	Ongoing	HMG	Within existing resources. Additional funding may be required for any grant adaptations	Review pilot Identify deliver partners Develop eligibility criteria Develop procedures & raise awareness	Increase in the number of single units of accommodation available in the private rented sector Increase in the number of residents able to	Increase in the number of successful homeless prevention & relief cases Fewer homeless approaches	Service has been re-launched. Lisa Godfrey is now in post. CD to invite to a future HMG 21/8/18 at Bawler.

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
						afford to remain in their own homes		
3.5	Explore options to increase the number of single units available to single homeless clients, particularly the 25-34 year age group	November 2018	HMG	<p>Within existing resources to explore options</p> <p>Additional funding may be needed if grants to landlords considered viable</p>	<p>Carry out feasibility study to assess type, numbers and areas in which units are needed</p> <p>Consider options to meet this need</p> <p>Consider grant funding to property owners to increase number of single units available in exchange for referral rights to properties</p>	<p>Increase in the number of single units of accommodation available in the private rented sector</p> <p>Increase in availability of move on accommodation from 16-24 year housing projects</p>	<p>Increase in the number of successful homeless prevention & relief cases</p> <p>Fewer homeless approaches by those aged under 35</p>	Leisa Kelly to take forward at County Enablers.
3.6	Work with social housing providers to ensure that there are transparent and fair tenant selection practices. Monitor skipping reasons more closely.	Ongoing	<p>HMG</p> <p>Social housing providers</p> <p>Homefinder Somerset Board</p>	Within existing resources	<p>Written and transparent selection criteria</p> <p>Review processes for refusals or review boards</p> <p>Explore risk mitigation options</p>	<p>Reduction in the number of households refused by social landlords</p> <p>Improved access to social housing for clients with difficult housing histories</p>	<p>Improved housing options for clients</p>	<p>Leisa Kelly to take forward at County Enablers.</p> <p>Raise at Board in November.</p>

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
3.7	Develop Somerset wide Rough Sleepers Strategy	April 2019	HMG	Within existing resources	Carry out consultation with partners Develop strategy and action plan	Improved communication between partners in relation to rough sleeping Improved options & outcomes for rough sleepers Improved access to services for rough sleepers	Fewer rough sleepers	
3.8	Raise awareness amongst Planners and Enabling Teams on the need and demand for particular units of accommodation	Ongoing	HMG	Within existing resources	Create & distribute fact sheets Meet Development Teams Attend Development Committees	Address the need within each District for 1 bedroom accommodation	Fewer households waiting for 1 bedroom accommodation on Homefinder Somerset	M & M Board Work Plan TDBC met with enablers. MDC still to meet. How many bedsits and 1 bed have been let in the last year. CD to provide. No on register New build 1 beds advertised. Leisa Kelly to take forward at County Enablers.

PRIORITY 4: Continue to build and maintain strong working partnerships to deliver cost effective and responsive services

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
4.1	Improve partnership working between Community Mental Health Teams and Drug/Alcohol dependency support to improve outcomes for dual diagnosis clients	Ongoing	Somerset County Council Rethink Connect Drug alcohol teams HMG	Within existing resources	Identify where cases are falling between services Develop protocols to prevent clients falling between services	Personalised and planned positive outcome for client	Reduction in the number of clients falling between services Increase in the number of successful homeless prevention & relief cases Fewer repeat homeless cases Increase in the number of successful move on cases	Breaking the cycle group that Kate Reed has been involved with on behalf of the County.
4.2	Continue to work with Community Mental Health Teams, Hospitals, Prisons and Probation to develop a protocol to ensure that clients are not discharged/released without suitable accommodation	Ongoing	HMG Hospitals Community Mental Health Team Prisons Probation	Within existing resources	Effective protocol in place Protocol launched Awareness raised Protocol monitored	Personalised and planned positive outcome for client	Reduction in the number of discharge patients presenting in homeless departments without warning	1.3

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
					Review Dangerous Offender Protocol			
4.3	Work with Registered Providers to maximise the creation of new properties using creative design solutions in the right locations	Ongoing	HMG Homefinder Somerset Registered Providers Planners	Within existing resources	Work in partnership and provide data/evidence to ensure that new developments meet desired local housing need	Suitable units of affordable housing provided	Increase in the number of affordable units of social housing provided Fewer clients registered on Homefinder Somerset	3.8 Leisa Kelly to take forward at County Enablers.
4.4	Continue to share best practice within the HMG	Ongoing	HMG	Within existing resources	Share knowledge on challenges and achievements within the homelessness sector Identify best practice Implement pilot projects	Partnership working Increased knowledge Cross District services linked more closely	Reduce costs Improved use of resources	Standing item on the agenda.
4.5	Provide briefings for elected Members periodically on the work of HMG	Ongoing	HMG	Within existing resources	Produce briefing every 6 month and circulate	Better awareness amongst Members on	Fully informed elected Members on homelessness achievements and challenges	Portfolio holder meetings held across LA's.

No.	Our Aims/Priorities	When?	Who will deliver this?	Resources Needed	What Will We Do?	Target/Outcome	What would success look like?	Update
						homelessness issues		

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Scrutiny Committee – Work Programme 2018/19

18 th October	22 nd November	6 th Dec/February	April		TBC
Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.		STP – R. Benneyworth & M. Leeman
Empty Homes Update – S. Perry	2018/19 Financial Performance Mid-Year Report – A. Stark				Invest to Save Options/ FC Resolution?
Homelessness Strategy – H. Stewart	Q2 Performance Report – R. Doyle				
	Parking Task and Finish Report – M. Prouse				