

# Cabinet

## Supplementary Information



**Date:** Tuesday, 1 November 2022

**Time:** 4.00 pm

**Venue:** The Council Chamber - City Hall, College Green, Bristol, BS1 5TR

### 9. Temporary Accommodation Partnership

(Pages 2 - 21)

**Issued by:** Sam Wilcock, Democratic Services  
City Hall, Bristol, BS1 9NE

E-mail: [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk)

**Date:** Tuesday, 25 October 2022





## Decision Pathway – Report

---

**PURPOSE:** Key decision

**MEETING:** Cabinet

**DATE:** 01 November 2022

|  |   |  |
|--|---|--|
|  | <b>Temporary Accommodation partnership with UHBW Hospital trust</b>                       |  |
| <b>Ward(s)</b>   | Central   |  |
| <b>Author:</b> Paul Sylvester  | <b>Job title:</b> Head of Housing Options   |  |
| <b>Cabinet lead:</b> Cllr Tom Renhard, Cabinet Member for Housing Deliver and Homes  | <b>Executive Director lead:</b> Stephen Peacock, Executive Director Growth & Regeneration |  |
| <b>Proposal origin:</b> BCC Staff  |   |  |
| <b>Decision maker:</b> Cabinet Member<br><b>Decision forum:</b> Cabinet  |   |  |
| <b>Purpose of Report:</b>  |   |  |
| <ol style="list-style-type: none"> <li>1. To update Cabinet on the proposals to bring into use empty residential accommodation to use as Temporary Accommodation for homeless families.</li> <li>2. To seek approval for the Council to enter into a short term lease agreement with University Hospitals Bristol and Weston NHS Foundation Trust "UHBW" for 24 flats at Eugene Street</li> <li>3. Approve up to £600k to bring the properties back into use</li> </ol>  |   |  |
| <b>Evidence Base</b>   |   |  |
| <p><b>1) Introduction</b></p> <p>Bristol City Council has a forecast £5m budget pressure on Temporary Accommodation expenditure in 22/23.</p> <p>This report describes one of a suite of initiatives under consideration or being developed to reduce the Council's Temporary Accommodation (TA) overspend. On 4th October 2022 Cabinet approved a proposal to procure a flexible multi-level supported housing service for citizens without dependent children. Other initiatives include amendments to the Supported Families Accommodation Framework (SFAF) and further utilisation of Block Contracts.</p> <p>Options are being explored to increase the supply of cost effective Temporary Accommodation. The use of existing accommodation on a "meanwhile basis", whilst longer term development is being explored is an ideal opportunity to bring online additional properties.</p> <p>This is an opportunity to work in partnership with the UHBW Trust to increase the Council's supply of Family Temporary Accommodation whilst reducing expenditure on expensive privately managed Temporary Accommodation.</p> |   |  |
| <p><b>2) UHBW accommodation</b></p> <p>UHBW have stated their intentions of redeveloping a site near the BRI hospital including 3 blocks of residential accommodation (3 x 12 flats). The Trust have explored the potential for additional parking some time ago, and have no plans to revisit that proposal for this site which is clearly defined for clinical use in the future. The Council has sought and received assurance from the Trust that there are no plans to use the Marlborough Hill site for additional car parking, such assurance is contained in the letter of 19th October as referred in Appendix A.</p>   |   |  |

UHBW understand that there is a Housing Crisis in Bristol and want to work in partnership with Bristol City Council to enable the use of currently empty flats for much needed family temporary accommodation.

Bristol City Council sold the freehold of all the flats in 2010 to the hospital trust. Bristol City Council took a lease back of one flat, due to it being occupied by a secure tenant.

UHBW have 10 tenants living on the site across the three blocks, with 6 tenants living in the two blocks BCC are planning on leasing – Eugene & Marlborough. The 6 hospital tenants will be moved to the third block (Montague), which the UHBW are retaining, after UHBW have completed improvement works to the properties. This is due to be completed by January 2023

### **3) Proposal**

The initial lease will be for 18 flats, excluding the flats occupied by UHBW tenants. When the UHBW tenants move into the Montague block, we will enter into further leases for the additional 6 flats as and when they become available. The Council will lease 24 flats in total, 8 x 3 bedroom flats and 16 x 2 bedroom flats. The leases will be until October 2024.

The Trust are happy to consider a new lease if their proposed redevelopment is delayed. Key elements of the deal are:

- The trust will not expect any rent until BCC has recovered its capital investment in bringing the properties up to a lettable standard. This will be on an open book accounting basis
- The initial lease of vacant units will start before the hospital tenants have moved into Montague to enable the Council to have use of the vacant properties for the maximum amount of time
- Full repairing lease– Council will be responsible for all repair and maintenance during the lease period.
- The Council shall not be obliged to return the property in any better state of repair and condition than at the date of the lease
- The Council will surrender its existing lease of No. 9 Eugene Block, Eugene Street, Bristol (HRA property) on expiry of the new lease of the Property.
- The Trust will pay a premium of £215,000 for the surrender of lease payable to HRA.
- The properties will be let to families with low support needs

To ensure a smooth transition at the end of the lease, there will be a comprehensive decanting plan agreed between the Council and the Trust so that households living in these properties are moved to suitable accommodation before the lease period ends.

### **4) Refurbishment and management**

Each unit will be refurbished to standard for BCC Temporary Accommodation. The refurbishment works will be carried out by the Repairs and Maintenance Service in Bristol City Council. We anticipate that works will be started shortly after Cabinet approval on 1<sup>st</sup> November 2022 with properties ready for letting within a few weeks. We have an ambitious plan to complete all refurbishment works for the initial 18 properties by the end of January and the following 6 properties 8 weeks after the UHBW tenants move out.

The costs of the refurbishment will be funded within Housing Delivery Capital programme. This proposal was taken to Capital Investment Board on 18<sup>th</sup> October 2022 and received the boards support.

The refurbished properties will be managed by the Temporary Accommodation Team in Housing Options who provide Housing Management and Support.

An additional Temporary Accommodation officer will be recruited to ensure that the site is well managed.

## 5) Temporary Accommodation savings

We will deliver savings by moving clients out of expensive TA managed by private organisations. The clients will also benefit from receiving support.

A breakdown of income and expenditure and expected savings of £484k is set out in the finance advice:

### Cabinet Member / Officer Recommendations:

That Cabinet:

1. Authorises the Executive Director: Growth and Regeneration to take all steps required to negotiate and agree a lease/leases for the Council to take possession of the 24 flats at Eugene Street.
2. Authorises the Executive Director Growth and Regeneration to take all steps required to spend up to £600k to refurbish the 24 flats as outlined in this report.

### Corporate Strategy alignment:

This proposal aligns directly with the Corporate Strategy priority to reduce and prevent homelessness and reduce the number of empty homes in Bristol

**City Benefits:** Stable housing is intrinsically tied to how well people can focus on other needs or difficulties in their lives and participate within their communities. This proposal will have a positive impact on both the households who are supported and the communities they live in.

**Consultation Details:** N/A

**Background Documents:** Flexible-level supported homelessness accommodation service (Temporary Accommodation Services) Cabinet paper 4<sup>th</sup> October 2022 [Flexible-level supported homelessness accommodation service2309.pdf](https://bristol.gov.uk/flexible-level-supported-homelessness-accommodation-service2309.pdf) ([bristol.gov.uk](https://bristol.gov.uk))

|   |   |  |   |
|---|---|--|---|
| <b>Revenue Cost</b>                                     | <b>£226k (inc. interest cost)</b>                       | <b>Source of Revenue Funding</b>                           | <b>Rental and Service Charges income</b>                              |
| <b>Capital Cost</b>                                     | <b>£600k</b>  | <b>Source of Capital Funding</b>                           | <b>Borrowing (General Fund)</b>                                       |
| <b>One off cost</b> <input checked="" type="checkbox"/> | <b>Ongoing cost</b> <input checked="" type="checkbox"/> | <b>Saving Proposal</b> <input checked="" type="checkbox"/> | <b>Income generation proposal</b> <input checked="" type="checkbox"/> |

### Required information to be completed by Financial/Legal/ICT/ HR partners:

This report seeks approval to lease 24 flats (8 x 3 and 16 x 2 bedrooms) from the University Hospitals Bristol and Weston (UHBW) Trust for under 2 years and social rents will be applied to these flats.

The refurbishment cost will be paid from Housing Delivery Capital Programme (General Fund). The budget will be temporarily transferred from the Housing Delivery Salary Capital project which needs to be replenished to the project as part of the budget setting process.

The ongoing maintenance, support cost and prudential borrowing cost will be recovered through the collection of rent and service charges. As stated in the report, Council will not be obliged to return the property in any better state of repair and condition than at the lease date, which will be stipulated in the lease agreement.

The proposal is estimated to provide gross savings of £973k in subsidy loss over the lease period by transferring clients from Temporary Accommodation into these units. The cost of the debt is charged to revenue over the life of the asset, in this case 2 years, as a result the net savings is £484k.

In 22/23, 3 months of income and expenditure are assumed and 7 months in year 24/25.

In the event of the lease continuing the UHBW Trust will charge lease payments for use of the accommodation, however, this is yet to be agreed.

The UHBW Trust as part of this proposal will pay £215k to surrender the lease for No. 9 Eugene Block, Eugene Street, Bristol which is payable to HRA.

**Table 1 - The financial position for leasing 24 beds from the Hospital Trust**

|    |                                   | 22/23<br>3 Months | 23/24            | 24/25 (Finish on<br>Oct 24)<br>7 months | Total            |
|----|-----------------------------------|-------------------|------------------|---|------------------|
|    | <b>Capital Outlay</b>             |                   |                  |   |                  |
| 1) | Refurb Cost                       | £480,000          |                  |   | £480,000         |
|    | Furniture                         | £30,000           |                  |   | £30,000          |
|    | Contingency                       | £90,000           |                  |   | £90,000          |
|    | <b>Total Capital expenditure</b>  | <b>£600,000</b>   | <b>£0</b>        | <b>£0</b>                               | <b>£600,000</b>  |
|    | <b>Revenue Cost</b>               |                   |                  |   |                  |
| 2) | Repair & Maintenance              | £12,500           | £25,000          | £14,583                                 | £52,083          |
| 3) | Void Repairs                      | £18,000           | £36,000          | £21,000                                 | £75,000          |
| 4) | Staffing X 1                      | £8,833            | £36,037          | £21,442                                 | £66,311          |
|    | <b>Total Revenue Expenditure</b>  | <b>£39,333</b>    | <b>£97,037</b>   | <b>£57,025</b>                          | <b>£193,394</b>  |
|    | <b>Income</b>                     |                   |                  |   |                  |
| 5) | Rent                              | -£35,900          | -£147,909        | -£88,869                                | -£272,679        |
| 6) | Service Charges                   | -£10,800          | -£44,494         | -£26,733                                | -£82,027         |
|    | Void @ 5%                         | £2,335            | £9,620           | £5,780                                  | £17,735          |
|    | <b>Total Income</b>               | <b>-£44,365</b>   | <b>-£182,783</b> | <b>-£109,822</b>                        | <b>-£336,970</b> |
|    | Borrowing Cost @ 3%               | £4,500            | £18,000          | £10,500                                 | £33,000          |
|    | <b>Revenue Pressure/(surplus)</b> | <b>-£532</b>      | <b>-£67,747</b>  | <b>-£42,297</b>                         | <b>-£110,576</b> |
| 7) | Savings on Subsidy Loss           | -£54,405          | -£580,320        | -£338,520                               | -£973,245        |
| 8) | <b>MRP (debt)</b>                 |                   | <b>£300,000</b>  | <b>£300,000</b>                         | <b>£600,000</b>  |
|    | <b>Net pressure/(Surplus)</b>     | <b>-£54,937</b>   | <b>-£348,067</b> | <b>-£80,817</b>                         | <b>-£483,821</b> |

Figures are illustrative and will depend on the actual numbers placed each year.

1. The refurbishment cost is £20,000 per property.
2. The Repair & Maintenance assumes cost of £25,000 per annum and prorata 3 months in year 1 and 7 months in year 3.
3. The void repairs assume cost at £1500 per property

4. Staffing Cost is based on 1 FTE at scale BG8 midpoint (19) with 3 months in year 1 and cost increase by 2% for next two years.
5. Rent income is based on formula rent, increases at 3% from year 2. Year 1 rent is prorata at 3 months and 7 months for year 3.
6. Service charges income only relates to Support increase at 3% from year 2. Year 1 rent is prorata at 3 months and 7 months for year 3. It is assumed that other property service charges will be cost neutral.
7. Subsidy loss is based on 2 bed and 3 beds. Year 1 loss is prorata at 3 months and 7 months for year 3.
8. The repayment of the investment is profiled over 2 years.

**Finance Manager: Archa Campbell – 14<sup>th</sup> October 2022**

**2. Legal Advice:**

The Council's power to acquire property by agreement and at market value falls within the Local Government Act 1972 for the purpose of any of its functions or for the benefit, improvement or development of the area.

A valuation exercise should be undertaken to ensure the proposed level of rent is at market value.

**Legal Team Leader:** Andrew Jones 19<sup>th</sup> October 2022

**3. Implications on IT:** I can see no implications on IT in regards to this activity.

**IT Team Leader:** Alex Simpson – Senior Solution Architect 3<sup>rd</sup> October 2022

**4. HR Advice:** There are no HR implications evident

**HR Partner:** Celia Williams 30<sup>th</sup> September 2022.

|  |                        |                               |
|--|------------------------|-------------------------------|
| <b>EDM Sign-off</b>                                | Stephen Peacock        | 18 <sup>th</sup> October 2022 |
| <b>Cabinet Member sign-off</b>                     | Councillor Tom Renhard | 18 <sup>th</sup> October 2022 |
| <b>For Key Decisions - Mayor's Office sign-off</b> | Mayor                  | 18 <sup>th</sup> October 2022 |

|   |            |
|---|------------|
| <b>Appendix A – Further essential background / detail on the proposal</b>               | <b>YES</b> |
| <b>Appendix B – Details of consultation carried out - internal and external</b>         | <b>NO</b>  |
| <b>Appendix C – Summary of any engagement with scrutiny</b>                             | <b>NO</b>  |
| <b>Appendix D – Risk assessment</b>   | <b>NO</b>  |
| <b>Appendix E – Equalities screening / impact assessment of proposal</b>                | <b>YES</b> |
| <b>Appendix F – <a href="#">Eco-impact screening/ impact assessment of proposal</a></b> | <b>YES</b> |
| <b>Appendix G – Financial Advice</b>  | <b>NO</b>  |
| <b>Appendix H – Legal Advice</b>  | <b>NO</b>  |
| <b>Appendix I – Exempt Information</b> (unredacted letter in Appendix A)                | <b>Yes</b> |
| <b>Appendix J – HR advice</b>   | <b>NO</b>  |
| <b>Appendix K – ICT</b>   | <b>NO</b>  |
| <b>Appendix L – Procurement</b>   | <b>NO</b>  |

Finance Department, Trust Headquarters  
Marlborough Street  
PO Box 3214  
Bristol  
BS1 9JR

Tel: 0117 [REDACTED]  
Email: [REDACTED]@uhbw.nhs.uk

Mr Paul Sylvester  
Head of Housing Options  
Bristol City Council – Housing and Landlord Services  
City Hall  
PO Box 3399  
Bristol BS1 9NE

19<sup>th</sup> October 2022

Dear Paul

Re Eugene Street Residences

Further to the recent exchange of emails between yourself and Andy Headdon, I understand that progress is being made with regard to agreeing a formal lease for the Eugene and Marlborough blocks on Eugene Street, which we are pleased to continue to support to assist the Councils Housing issues.

I further understand that Councillors are seeking a formal statement regarding the Trusts development proposals for the Marlborough Hill site and in particular our plans regarding additional car parking. I can categorically assure Councillors that the Trust have explored the potential for additional parking some time ago, and have no plans to revisit that proposal. Our clinical and estate strategies have been recently updated and the Marlborough Hill site is clearly defined for clinical use in the future.

Our key clinical priorities are to address the Adult Emergency and Elective surgery pathways and the Trust consider the development of the Marlborough Hill site to be key in delivering these improved clinical facilities and patient outcomes.

The Trust is currently investing in the development of a Strategic and Outline Business Case to fully describe the clinical need for developing the site and the assessment of a wide range of options of how this is best achieved to meet our clinical priorities.

[REDACTED]

[Redacted content]

I hope that the above provides the reassurance required by Councillors regarding the Trusts clinical development proposals and priorities, but should you wish anything further please let me know. In the meantime, we will assist in any way to progress the finalisation of the lease and any planned on-site works.

Yours sincerely

Neil Kemsley

Director of Finance and Information



# Equality Impact Assessment [version 2.9]



|  |   |
|--|---|
| Title: Temporary Accommodation partnership with UHBW Hospital trust  |   |
| <input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service<br><input type="checkbox"/> Other [please state] | <input checked="" type="checkbox"/> New<br><input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing |
| Directorate: Growth and Regeneration   | Lead Officer name: Paul Sylvester   |
| Service Area: Housing Options  | Lead Officer role: Head of Housing Options  |

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

### 1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

This seeks approval for the Council to enter into a short term lease agreement with University Hospitals Bristol and Weston NHS Foundation Trust "UHBW" for 24 flats at Eugene Street

The proposal is aimed at families who become homeless, or are threatened with homelessness, and the council has a duty to provide housing and assistance under homelessness legislation.

Options are being explored to increase the supply of cost-effective Temporary Accommodation. The use of existing accommodation on a "meanwhile basis", whilst longer term development is being explored is an ideal opportunity to bring online additional properties.

The initial lease will be for 18 flats, excluding the flats occupied by UHBW tenants. When the UHBW tenants move into the Montague block, we will enter into further leases for the additional 6 flats as and when they become available. The Council will lease 24 flats in total, 8 x 3 bedroom flats and 16 x 2 bedroom flats. The leases will be until October 2024.

The refurbished properties will be managed by the Temporary Accommodation Team in Housing Options who provide Housing Management and Support. An additional Temporary Accommodation officer will be recruited to ensure that the site is well managed.

This is an opportunity to work in partnership with the UHBW Trust to increase the Council's supply of Family Temporary Accommodation whilst reducing expenditure on expensive privately managed Temporary Accommodation.

## 1.2 Who will the proposal have the potential to affect?

|   |  |   |
|---|--|---|
| <input type="checkbox"/> Bristol City Council workforce   | <input checked="" type="checkbox"/> Service users                  | <input checked="" type="checkbox"/> The wider community |
| <input checked="" type="checkbox"/> Commissioned services | <input type="checkbox"/> City partners / Stakeholder organisations |   |
| Additional comments:                                      |  |   |

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

|   |                             |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|-----------------------------|

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: <https://www.bristol.gov.uk/people-communities/measuring-equalities-success>.

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](#). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](#); [Joint Strategic Needs Assessment \(JSNA\)](#); [Ward Statistical Profiles](#).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](#) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](#) and [Stress Risk Assessment Form](#)

| Data / Evidence Source<br>[Include a reference where known]              | Summary of what this tells us   |
|--|---|
| Housing Support Register   | Case specific database for at risk and vulnerable citywide Homelessness prevention placements   |
| Abritas  | Case specific database for citywide Homelessness Prevention Service to capture those assessed under the Homelessness Reduction Act - linked to gov.uk HCLIC |
| Joint Strategic Needs Assessment   | Citywide quarterly data, population, housing, health  |
| National Statistics (Department of Levelling up Housing and Communities) | National Homelessness Data from quarterly returns by local government through H-CLIC returns  |
| Homelessness Trends  | Quarterly report on citywide homeless trends  |

|  |   |
|--|---|
| Rough Sleeping Snapshot  | Citywide monthly and annual street count reported to gov.uk   |
| Population -Bristol Key Facts 2021 (March 2021 Update)   | <p>The population of Bristol is estimated to be 465,900 and is expected to increase over the 25-year period (2018-43) to 532,700. This is a 15% increase and is higher than the 10% increase forecast for England. The proportion of the population who are not 'White British' has increased from 12% to 22% of the total population.</p> <p>The population of Bristol has become increasingly diverse and some local communities have changed significantly. There are now at least 45 religions, at least 187 countries of birth and at least 91 main languages spoken.</p> <p>Bristol has a relatively young age profile with more children aged 0-15 than people aged 65 and over. Bristol has 41 areas in the most deprived 10% in England, including 3 in the most deprived 1% (Hartcliffe, Withywood and Lawrence Hill)</p> |
| Housing -Bristol Key Facts 2021 (March 2021 Update)  | <p>There are 203,490 homes in Bristol, and the average house price £309,800 against an England average of £261,900. Bristol earnings are similar to the national average resulting in affordability issues. The high cost of housing drives higher rents, meaning that housing outside of the social rented sector is becoming increasingly unaffordable.</p> <p>Bristol's tenure mix is 53% Owner Occupied, 29% Private Rented and 18% Social Rented</p>   |
| Equalities Data (July 2022 Briefing Note)  | Comprehensive data on equalities in Bristol (except Gender and Sexual Orientation, which are due to be published for the first time in October 2022)  |
| Deprivation in Bristol 2019 (Report)   | Bristol's position within English deprivation indices as at 2019.   |
| <p><b>Additional comments:</b></p> <p>Statutory homeless statistics capture data on everyone who has been assessed under the Homelessness Reduction Act. This is easily one of the best sources of homelessness statistics in the world.</p> <p>The latest national statistics (2020-21) indicate that homelessness has disproportionately affected certain communities, with single households, young people, and people of colour (especially Black/Black British people) who have seen the greatest increases.</p> <p>National statistics show 84.9% of the overall population is White British, compared to 69.6% of people experiencing or at risk of homelessness. Black/Black British is the most overrepresented ethnic group comprising 9.7% of those owed a homelessness duty. In Bristol these national figures are broadly replicated with 16% of the population who are Black, Asian and minority ethnicity, compared to 30-40% of homeless acceptances between 2012 and 2018</p> |   |

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

|  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Age                            | <input checked="" type="checkbox"/> Disability          | <input checked="" type="checkbox"/> Gender Reassignment |
| <input checked="" type="checkbox"/> Marriage and Civil Partnership | <input checked="" type="checkbox"/> Pregnancy/Maternity | <input checked="" type="checkbox"/> Race                |
| <input checked="" type="checkbox"/> Religion or Belief             | <input checked="" type="checkbox"/> Sex                 | <input checked="" type="checkbox"/> Sexual Orientation  |

### 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Data collected for the homelessness review indicates that there are gaps in existing ethnicity data, with ethnicity not always stated or recorded. From what data there is, indicates that Black, Asian and minority ethnic homelessness applicants are over-represented compared to their relative proportion in the Bristol Community as a whole.

We also know that there are gaps in our data relating to sexual orientation. We know that there are higher than average numbers of women and non-EU nationals represented in the Bristol rough sleeping population, but we do not currently know enough about the reasons why.

In general, we acknowledge that there are gaps in our knowledge about the future demands on homelessness services as it affects a range of equalities groups and will be looking to improve the range of equalities data we gather, both as a local authority and through the homelessness services we commission.

### 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities. See <https://www.bristol.gov.uk/people-communities/equalities-groups>.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

The Homelessness & Rough Sleeping Strategy 2019-24, which was informed by a full public consultation with external stakeholders and service users etc., underwrites the provision of statutory homelessness prevention services in the city. Services that include the supply of temporary accommodation. This strategy applies multiagency governance that includes stakeholders and those with lived experience of homelessness

### 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

The refurbished properties will be managed by the Temporary Accommodation Team in Housing Options who provide Housing Management and Support.  
We will seek regular feedback from placements, and compliance inspections with all flats delivered.

### Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](https://sharepoint.com)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

|   |   |
|---|---|
| <b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups) |   |
|   |   |
| <b>PROTECTED CHARACTERISTICS</b>  |   |
| <b>Age: Young People</b>  | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| Potential impacts:  | Some young people may feel isolated or cut off from networks and/or insecure or unsafe or be more likely to be victims of abuse or crime. Younger people may be vulnerable to becoming engaged with criminal or antisocial activity (either voluntarily or by coercion/intimidation) if this occurs.  |
| Mitigations:  | Where possible young people will be accommodated in specialist YP accommodation. We will liaise with providers to allocate YP only shared accommodation as appropriate.   |
| <b>Age: Older People</b>  | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>  |
| Potential impacts:  |   |
| Mitigations:  |   |
| <b>Disability</b>   | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| Potential impacts:  | The range of accommodation may not be sufficiently accessible for e.g. wheelchair users or have limited access for people with mobility issues.   |
| Mitigations:  | We are constrained by the design and layout of the properties. There is level access to the ground floor properties but the internal layout means it is not fully accessible. We are unable to change this due to the design of the building and that this is only a meanwhile use for 2 years. There is some alternative Temporary Accommodation that is accessible and we are looking to expand provision through other initiatives |
| <b>Sex</b>  | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>   |
| Potential impacts:  |   |
| Mitigations:  |   |
| <b>Sexual orientation</b>   | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| Potential impacts:  | Lack of diversity in the locality, may mean increased likelihood of discrimination and hate incidents.  |
| Mitigations:  | We are careful to select and place people in appropriate accommodation across the city. BCC has robust policies to tackle discrimination, harassment, victimisations and hate incidents.  |
| <b>Pregnancy / Maternity</b>  | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>  |
| Potential impacts:  |   |
| Mitigations:  |   |
| <b>Gender reassignment</b>  | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>  |
| Potential impacts:  | Lack of diversity in the locality may mean increased likelihood of discrimination and hate incidents.   |
| Mitigations:  | We are careful to place people in appropriate accommodation across the city. BCC has robust policies to tackle discrimination, harassment, victimisations and hate incidents.   |

|  |  |
|--|--|
| <b>Race</b>  | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>   |
| Potential impacts:   | We have a collaborative relationship with providers to select and place people in appropriate accommodation across the city. Providers are required to have robust policies to tackle discrimination, harassment, victimisations and hate incidents. |
| Mitigations:   | We are careful to select and place people in appropriate accommodation across the city. BCC has robust policies to tackle discrimination, harassment, victimisations and hate incidents.   |
| <b>Religion or Belief</b>  | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>   |
| Potential impacts:   | Lack of diversity in the locality may mean increased likelihood of discrimination and hate incidents, or do not have their cultural needs met  |
| Mitigations:   | We are careful to select and place people in appropriate accommodation across the city – e.g. nearer to places of workshop. BCC has robust policies to tackle discrimination, harassment, victimisations and hate incidents                          |
| <b>Marriage &amp; civil partnership</b>  | Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   |
| Potential impacts:   |  |
| Mitigations:   |  |
| <b>OTHER RELEVANT CHARACTERISTICS</b>  |  |
| <b>Socio-Economic (deprivation)</b>  | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>   |
| Potential impacts:   | Isolation, if placement is not near to work, schools, support networks and transport   |
| Mitigations:   | Careful consideration at placement   |
| <b>Carers</b>  | Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>   |
| Potential impacts:   | Placement away from carer  |
| Mitigations:   | Careful consideration of location and access to carer network for placement  |
| <b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness] |  |
| Potential impacts:   | Location of asylum seekers and refugee placements away from support networks   |
| Mitigations:   | Careful consideration and discussion with relevant support providers about support networks ahead of placement.  |

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

The proposal to deliver homeless accommodation with housing related support and a dedicated Temporary Accommodation officer is expected to engender improved client outcomes than the currently utilised non-supported Temporary Accommodation. Needs analysis has evidenced that 100% of clients assessed in Temporary Accommodation present with support needs which are not being met while housed in non-supported accommodation. This is likely to lead to quicker re-housing, and mitigates the risk of street homelessness for these groups.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

|   |
|---|
| <b>Summary of significant negative impacts and how they can be mitigated or justified:</b>                        |
| Poor placement creating local community imbalance   |
| <b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>                    |
| Supply of good quality RP provided supported accommodation to support the prevention of homelessness in the city. |

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

| Improvement / action required  | Responsible Officer | Timescale |
|--|---------------------|-----------|
| Through close monitoring, and accommodation inspections ensuring BCC provides quality accommodation to meet the needs of the service and the placements made | Paul Sylvester      | Ongoing   |

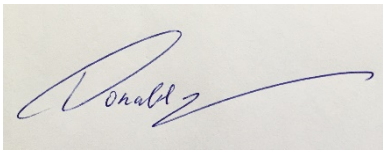
### 4.3 How will the impact of your proposal and actions be measured?

How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

|  |
|--|
| High rates of occupancy, low rates of void properties and successful move on to more sustainable accommodation for those placed. |
|--|

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

|   |   |
|---|---|
| <b>Equality and Inclusion Team Review:</b><br><b><i>Reviewed by Equality and Inclusion Team</i></b> | <b>Director Sign-Off: Director, Housing and Landlord Services</b><br> |
| Date: 20/10/2022  | Date: 21/10/202   |

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.





## Eco Impact Checklist

| <b>Title of report: Temporary Accommodation partnership with UHBW Hospital trust</b>  |                |                     |   |  |
|---|----------------|---------------------|---|--|
| <b>Report author: Paul Sylvester</b>  |                |                     |   |  |
| <b>Anticipated date of key decision: 1<sup>st</sup> November 2022</b>   |                |                     |   |  |
| <b>Summary of proposals:</b>  |                |                     |   |  |
| <p>This seeks approval for the Council to enter into a short term lease agreement with University Hospitals Bristol and Weston NHS Foundation Trust "UHBW" for 24 flats at Eugene Street The proposal is aimed at families who become homeless, or are threatened with homelessness, and the council has a duty to provide housing and assistance under homelessness legislation.</p> <p>Options are being explored to increase the supply of cost-effective Temporary Accommodation. The use of existing accommodation on a "meanwhile basis", whilst longer term development is being explored is an ideal opportunity to bring online additional properties.</p> <p>The initial lease will be for 18 flats, excluding the flats occupied by UHBW tenants. When the UHBW tenants move into the Montague block, we will enter into further leases for the additional 6 flats as and when they become available. The Council will lease 24 flats in total, 8 x 3-bedroom flats and 16 x 2 bedroom flats. The leases will be until October 2024.</p> <p>Each unit will be refurbished to standard for BCC Temporary Accommodation. The refurbishment works will be carried out by the Repairs and Maintenance Service in Bristol City Council. We anticipate that works will be started shortly after Cabinet approval on 1<sup>st</sup> November 2022 with properties ready for letting within a few weeks. We have an ambitious plan to complete all refurbishment works for the initial 18 properties by the end of January and the following six properties eight weeks after the UHBW tenants move out.</p> <p>The refurbished properties will be managed by the Temporary Accommodation Team in Housing Options who provide Housing Management and Support. An additional Temporary Accommodation officer will be recruited to ensure that the site is well managed.</p> <p>This is an opportunity to work in partnership with the UHBW Trust to increase the Council's supply of Family Temporary Accommodation whilst reducing expenditure on expensive privately managed Temporary Accommodation.</p> |                |                     |   |  |
| <b>Will the proposal impact on...</b>   | <b>Yes/ No</b> | <b>+ive or -ive</b> | <b>If Yes...<br/>Briefly describe impact</b>  | <b>Briefly describe Mitigation measures</b>  |
| Emission of Climate Changing Gases?   | Yes            | +ve                 | As part of the refurbishment, all flats are being fitted with A+ rated condensing boilers, which will produce less of an impact on the climate than the currently installed legacy systems. | N/A  |
| Bristol's resilience to the effects of climate  | Yes            | -ve                 | The flats may not be insulated to modern standards.   | The flats are all being refurbished to Bristol's re-let standard which includes new energy |

|   |     |     |  |   |
|---|-----|-----|--|---|
| change?   |     |     |  | efficient boilers, as well as other energy efficiency measure.  |
| Consumption of non-renewable resources?   | Yes | -ve | The properties are bring brought up to Bristol's re-let standard which includes standard kitchens and bathrooms. All the flats require new boilers, which while gas will be A+ rated for energy efficiency and Eco20 compliant. Kitchens and Bathrooms will require consumption of non-renewable resources and only be utilised for two years. | As the hospital trust will be demolishing the flats after this 'meanwhile' usage, we will remove and reuse the gas boilers in other BCC let accommodation. Regrettably there is no clear mitigation for the short-term use of kitchens and bathrooms in this essential accommodation. |
| Production, recycling or disposal of waste  | Yes | -ve | Tenants of flats will create waste and refuse some of which will be recyclable, and some which will not, and will go to landfill. Tenants may not be familiar with or be interested in separating waste for recycling.   | Ensure that properties have appropriate waste and recycling provision with a proactive approach to information and guidance. Tenants to be supported to recycle and present it for collection in an acceptable manner.  |
| The appearance of the city?   | No  |     | NA   | NA  |
| Pollution to land, water, or air?   | Yes | -ve | Tenants may have bonfires in the flats' communal garden space.   | An element of the support contract could include supporting tenants not to have anti-social fires in garden areas.  |
| Wildlife and habitats?  | No  |     | The city centre flats have modest lawned areas to the front aspect that will not expected to be altered.   |   |
| <b>Consulted with:</b>  |     |     |  |   |
| <b>Summary of impacts and Mitigation - <u>to go into the main Cabinet/ Council Report</u></b>   |     |     |  |   |
| The significant impacts of this proposal are short term usage of new kitchens and bathrooms at these properties.                      |     |     |  |   |
| The proposals include the following measures to mitigate the impacts:   |     |     |  |   |
| <ul style="list-style-type: none"> <li>• Installation and re-use of modern A+ energy efficient boilers for space and water</li> </ul> |     |     |  |   |

heating in each flat.

- Support re-use of any installed element appropriately throughout BCC's extensive property estate
- Encourage utilisation of low impact garden maintenance methods to encourage wildlife, and to retain green spaces at the property.
- Support tenants not to burn waste in gardens
- Ensure that properties have appropriate waste and recycling provision with a proactive approach to information and guidance.
- Installation of smart meters and utilisation of energy tariffs that only utilise renewable sources, where possible.
- Ensure properties are appropriately insulated, ventilated, and install mitigation measures where excessive heat is found to be an issue
- Encourage utilisation of high efficiency appliances. Where properties are renovated for use by homeless families, ensure that efficient space heating is built in.

The net effect of the proposal is that Bristol City Council will renovate properties with regard to the potential climate impact, and will commit to, ensuring that, where possible, impact on the environment is minimised.

**Checklist completed by:**

|   |                              |
|---|------------------------------|
| Name:   | Paul Sylvester               |
| Dept.:  |                              |
| Extension:                                    |                              |
| Date:   | 19/10/2022                   |
| Verified by<br>Environmental Performance Team | Daniel Shelton<br>20/10/2022 |

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted