

Equality Impact Assessment [version 2.12]



Title: Single Homelessness Accommodation Programme – Grant Funding Bid	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Growth and Regeneration	Lead Officer name: Andrew Linton
Service Area: Housing Options	Lead Officer role: Commissioning Manager

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.

1. Summary

The purpose of this proposal is to seek Cabinet approval for Bristol City Council (BCC) to submit a bid to the Single Homelessness Accommodation Programme (SHAP), and to spend any successful awarded.

The Single Homelessness Accommodation Programme (SHAP) offers the opportunity to secure grant funding to increase the supply of high-quality supported accommodation which is needed to help individuals recover from the root causes of homelessness and reduce rough sleeping in Bristol. This accommodation would be targeted at single people who would normally be owed a full homelessness duty and would therefore provide a cost-effective alternative to privately managed unsupported temporary accommodation.

2. Single Homelessness Accommodation Programme (SHAP) - Overview

The Department for Levelling Up, Homes and Communities (DLUHC) have launched SHAP - a new £200 million programme offering grant funding to increase the supply of high quality, specialist supported accommodation to address gaps in the existing homelessness pathways and achieve a sustainable reduction in rough sleeping.

The programme is targeted at two cohorts:

1. Single adults with a long history of rough sleeping or with complex needs.
2. Young people (aged 18-25) at risk of experiencing homelessness or rough sleeping.

Funding is available for:

1. Capital grant funding to deliver additional accommodation (specifically, blocks of supported housing or dispersed Housing First units).
2. Revenue grant funding to provide intensive support to tenants in the accommodation.

The programme is primarily aimed at funding Registered Providers (RPs) or Local Authorities to deliver units. However, the programme leaves the door open for other providers to deliver accommodation where explicit agreement is given from DLUHC.

Eligible organisations are expected to contribute their own resources towards capital costs. Capital grant funding is intended to cover gaps in funding, and awards will be made up to approximately 50% of total costs.

100% of support costs are available as revenue grant funding.

Rents charged cannot be above affordable rent levels which helps facilitate individuals who are in or starting employment, particularly compared to other forms of temporary accommodation including Temporary Social Housing where much higher rents can be charged.

Delivery of units for awarded schemes must be completed by the longstop date of 31 March 2025.

3. SHAP – Bid Process

Funding is allocated on a first come first served basis, and there are five rounds for submitting bids (February, April, June, September and November 2023).

Before bids are submitted, Local Authorities are required to submit a Strategic Gap Analyses to DLUHC outlining the services needed in the locality for each target cohort. Eligible organisations then submit a bid directly to DLUHC for both capital and revenue funding. Bids are assessed with reference to the Strategic Gap Analyses completed by the Local Authority to ensure that funding requested will go towards services that are needed locally.

4. The local need for additional specialist supported housing

In Bristol, the Strategic Gap Analyses have been drafted with input from Commissioners in Homelessness, Adult Social Care, Public Health and Children’s Services. These highlighted the following gaps in provision:

Gap	Description
<p>4.1. Individuals placed in privately managed unsupported temporary accommodation due to limited capacity in high supported accommodation.</p>	<p>Existing high support accommodation is used to accommodate homeless clients with complex and overlapping support needs. These clients are usually found to be in priority need and therefore owed a full homelessness duty.</p> <p>This high support accommodation however is oversubscribed, leading individuals to instead be placed in privately run unsupported temporary accommodation which is unsuitable for their needs and expensive for BCC. Reducing the reliance on this privately run temporary accommodation is one of the top four corporate priorities for the Council.</p> <p>There are currently 119 clients waiting for accommodation in high support services, including 49 individuals placed in private accommodation</p>
<p>4.2. People for whom existing accommodation doesn’t work</p>	<p>Existing supported accommodation is grouped into pathways, with the aim being that clients are supported to progress through high, medium and low supported accommodation and then move-on to independent tenancies. However, this model doesn’t work for everyone; there is an identified cohort of 56 adult clients with more complex needs who have repeatedly cycled in and out of pathway accommodation and homelessness and for whom hostel environments may no longer be suitable or available.</p> <p>Evidence has shown that Housing First, where an individual is given a self-contained tenancy with intensive visiting support, works well for this client group. While Bristol has a small number of Housing First units, these too are oversubscribed and do not have a secure long-term funding stream.</p> <p>For Young People, a small cohort of clients have been identified who, due to risks and/or vulnerabilities, cannot be placed in existing hostels. For this group, a need</p>

	has been identified for much smaller settings to provide more intensive support (max 5 beds).
4.3. Existing supported accommodation is at risk	Existing supported accommodation is commissioned until October 2023. Providers have already contacted the Council to note that contract costs have not increased in 6 years despite their delivery costs increasing. Unless the Council can provide a sufficient uplift in contract values, the number of supported accommodation units the Council will be able to procure will reduce when current contracts come to an end, which would lead to an increase in the use of privately managed unsupported temporary accommodation. This would have a detrimental equality impact as unsupported temporary accommodation is less likely to cater for the specific needs of clients.

SHAP provides a timely opportunity to address these challenges by providing capital grant funding to develop cost-effective, high quality, supported accommodation. This accommodation can fill gaps in provision and reduce reliance on privately managed unsupported temporary accommodation, as well as offering 100% revenue funding for three years to supplement existing BCC funding for support services.

5. Developing scheme ideas

In partnership with the Strategy and Enabling Team, Housing Options promoted SHAP to 26 external accommodation providers, including all of the Registered Providers who work in Bristol, but have had limited uptake. We've had some feedback on the reasons for this, including:

- A reluctance to work with the SHAP cohort (particularly those "with the longest histories of rough sleeping and the most complex needs"), who are seen as a higher risk.
- Organisations reporting that they are already at capacity with existing developments.
- Organisations reporting that the level of capital grant funding is insufficient for acquiring properties in Bristol
- Concerns that delays/ capacity in BCC planning would prevent schemes from being delivered within SHAP timescales.
- Decisions to focus on other asks from BCC (e.g. around temporary social housing, Ukrainian households, Afghan refugees).

5.1. Potential schemes with Registered Providers

We are in continued discussion with 3 Registered Providers with a view to them submitting bid for SHAP funding. These bids would be made directly by Registered Providers to DLUHC and, if successful, grant funding would go directly to the provider. As such, these schemes are for noting rather than requiring Cabinet approval.

- Places for People – (1) Acquisition of 4 x 5 bed houses for high/ medium support; and (2) Remodelling of existing Pathway supported accommodation to cater for clients with higher support needs.
- Bristol Community Land Trust – Clusters of studio flats for young people.
- Ashley Community Housing – Clusters of studio flats for young people.

5.2. ARA – Bid for 15 units of Housing First

We are also in discussions with Addiction Recovery Agency (ARA), the Lead Provider of Pathway 4, around submitting a bid for 15 units of Housing First accommodation. ARA are proposing to buy 15 x dispersed 1 bed properties using SHAP capital grant funding and a loan from Social and Sustainable Capital (SASC). Support would be delivered by ARA workers, funded 100% from SHAP revenue grant funding.

ARA are not currently a Registered Provider, so cannot bid directly for grant funding. Instead, their bid would be submitted by BCC and, if successful, SHAP grant funding would be paid to BCC. BCC would then enter into a contract with ARA to pass on the grant money. BCC is not required to contribute any funding for the scheme, however the grant agreement and conditions would sit with BCC. Further work is being carried out with Finance and Legal to understand the risks involved with this arrangement.

ARA have modelled costs as follows. Please note that these figures are indicative and may change prior to bid

submission in September.

Support Grant Funding

- £184,000 p/a (£552,000 for three years)
- Unit cost of £12,267 per client
- 100% of costs covered by grant funding

Capital Grant Funding

- Modelled on average cost of £188,667 per property
- Grant ask of £94,333 per property (50%) with remaining 50% to be borrowed from SASC
- Total grant ask of £1,415,000 for 15 properties

Total grant funding over three years: £184,000 + £1,415,000 = £1,967,000

6. Opportunities to develop scheme ideas internally using HRA capital

If the Council contributed capital funding from the HRA then it could apply for grant funding to deliver some or all of the above schemes directly. At Housing Services Leadership Team (HSLT) on 07/02/23 it was noted that there is not a budget to commit new capital funding to SHAP schemes. However, capital has already been agreed to develop cost effective alternatives to unsupported temporary accommodation through the Temporary Accommodation Project, and it was recognised that the aims and target cohorts of SHAP and the Temporary Accommodation Project crossover. We therefore looked at existing workstreams of the Temporary Accommodation Project, to see whether we could access capital grant funding towards these. Unfortunately, all options explored were either unsuitable for use by the target cohorts or were outside the eligibility criteria for SHAP.

1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" 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	[please select]
---	-----------------------------	-----------------

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: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity/how-we-measure-equality-and-diversity)

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](#)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
Reducing Rough Sleeping Needs Analysis December 2020 (Appended to this EQIA)	The Needs Analysis tells shows us the current situation in relation to affordable housing need and demand in Bristol and thus the need for this accommodation. It also gives us the demographics and equalities profile of Bristol's current Rough sleeping population who will be the beneficiaries of this accommodation. It included data on age, gender, ethnicity, disability, sexual orientation, and religion.
Bristol Quality of Life Survey Quality of Life 2020-21 — Open Data Bristol	Bristol citizens who are: living in council rented accommodation; living in the 10% most deprived areas of the city; aged under 25; Black, Asian and minority ethnicity; have a non-Christian faith/religion; a full-time carer; or a single parent – are less likely to be satisfied overall with their current accommodation than average.
Internal Database maintained by the Interim Supported Accommodation Team.	There are currently 119 clients waiting for accommodation in high support services, including 49 individuals placed in private accommodation.
Housing Support Register	There are 56 single adults who meet the definition of the 'Target Priority' group; those with more complex needs who have repeatedly cycled in and out of pathway accommodation and homelessness.
Additional comments:	

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

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input 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.

There is no reliable data on marriage and civil partnership, pregnancy and maternity (the majority of Bristol's rough sleeping population are single male), or Gender Reassignment.

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.

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 a change process 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.

We regularly consult with internal and external stakeholders who are delivering services for single people that are rough sleeping or have recently rough slept, in order to understand the needs of clients. Specifically in relation to SHAP, there has been consultation with partners about existing gaps in provision so that we can target bids to address these gaps. As part of this consultation, we have listened to what specific needs the client group have and what the main challenges and barriers are in terms of accessing accommodation, paying particular attention to equalities related issues.

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.

Commissioners and service managers of the accommodation will continue to liaise regularly with service staff and clients to ensure we fully understand the needs of the client group and ensure that there is as equal access as possible for this accommodation. We also intend for some of the information gathered to inform targeted sourcing of properties, such as accessible and adaptable accommodation and homes in certain areas of the city that best suit those with particular cultural needs.

There will also be a named commissioning officer or manager that will be responsible for ongoing engagement with and contract management of the providers of the accommodation and aligning support service. This will include multi agency meetings to help ensure a collaborative approach, consistency of quality of service, and collective addressing of any issues that arise in terms of people accessing the service and best practice sharing.

There is no requirement to conduct a public consultation before bidding or spending SHAP grant funding. Due to the timescales involved and the number of specialists already consulted, there are not plans to conduct a public consultation.

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 \(EqIA\) \(sharepoint.com\)](#)

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

Consider sub-categories 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.

GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)	
<p>There is a risk that if the bid is not successful and we are not able to retain current levels of pathway accommodation due to council budgets not increasing with provider costs then people will be impacted negatively – the reliance on unsupported Temporary Accommodation would likely increase, which is less likely to cater for the needs of individuals.</p> <p>If there is not enough suitable accommodation in a range of localities, some people may not have their needs met, be cut off from their existing cultural / support networks or be insecure or unsafe because of their protected characteristics. We will aim to mitigate these risks by looking to spread units across the city as much as possible.</p> <p>We will ensure that organisations managing accommodation comply with their duty to make reasonable adjustments for people with disabilities, wherever this is viable.</p>	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	There is likely to be a limited supply of accommodation that is accessible or able to be adapted to be suitable for disabled people, including those with mobility impairments.
Mitigations:	<p>We will engage with referring services to understand the numbers of people who may be suitable for this accommodation subject to having a suitable property for their needs, and also to obtain information about what those needs are.</p> <p>We will use this information to inform the sourcing and conversion works need of the accommodation in order that there is sufficient accommodation that will meet the needs of disabled people, including those with mobility impairments. As above we will ensure through contracting arrangements that providers comply with their duty to make reasonable adjustments where viable.</p>
Sex	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Women have historically made up around 15-20% of the client group and may experience additional barriers to accessing services. Accommodation may not be suitable in terms of safety or facilities.
Mitigations:	The sourcing and allocation of accommodation will consider the needs of women, including safety and facilities.
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	A lack of diversity in some localities may mean increased likelihood of discrimination and hate incidents.
Mitigations:	As above we will seek to ensure there is a range of suitable properties in different localities.
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Potential impacts:	A lack of diversity in some localities may mean increased likelihood of discrimination and hate incidents.
Mitigations:	As above we will seek to ensure there is a range of suitable properties in different localities.
Race	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	A limitation in terms of the areas in which successful purchases can take place may have an impact on Black, Asian and minority ethnic people, as some areas of the city have higher levels of racially motivated hate crime, and particular cultural needs may not be so easily met in these areas.
Mitigations:	We will ensure that the accommodation is sourced in as wide a range of areas across the city as possible and pay attention to sourcing accommodation that will meet the needs of people from different ethnic backgrounds. Accommodation allocations will be managed in a “best fit” way meaning that properties can be prioritised for client groups that will meet their cultural needs as far as possible.
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Some areas may lack places of appropriate places of worship, food etc. and a lack of diversity in some localities may mean increased likelihood of discrimination and hate incidents.
Mitigations:	As above we will seek to ensure there is a range of suitable properties in different localities.
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
OTHER RELEVANT CHARACTERISTICS	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Whilst there will clearly be an over-representation of service users living in deprivation, we have not identified any additional negative impact from this proposal
Mitigations:	N/A
Carers	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Other groups [Please add additional rows below to detail the impact for any other relevant groups as appropriate e.g. asylum seekers and refugees; care experienced; homelessness; armed forces personnel and veterans]	
Potential impacts:	
Mitigations:	

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

There will be an open access referral criteria for the accommodation which will ensure there is no unlawful discrimination for a protected group.

This proposal aims to provide additional secure and long-term accommodation to some of the most vulnerable citizens of Bristol. The security of this accommodation and the wraparound support provided

with each placement will advance the equality of opportunity for occupants to engage with work or volunteering and training opportunities as well as integrating into local communities and developing skills to live independently.

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.

Summary of significant negative impacts and how they can be mitigated or justified:

The possible lack of accessible accommodation for disabled people, and risk of people being accommodated in areas which do not meet their cultural or other needs can be mitigated by ensuring we source accommodation across different areas in the city and where possible convert properties to be accessible or adaptable. Allocations into this new accommodation will be informed by the needs of the clients to ensure people are best matched to the properties available.

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

Meaningful consultation with the services referring into this accommodation will enable us to fully understand the demographic and needs of specific clients who are likely to be referred to this accommodation and this can be used to ensure the accommodation that is sourced is as best fit as possible and meets the needs of a range of equalities groups. Robust monitoring with a range of tracking methods will enable us to closely monitor that this accommodation is not directly or indirectly excluding certain protected groups.

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
Range of relevant monitoring mechanisms to be put in place	Andrew Linton	Subject to whether Bristol is awarded this funding. Monitoring will be in place
Seek specific demographic and equalities data of those who could be referred to this accommodation and pass this information to those who are sourcing the accommodation or planning any conversions of existing BCC property stock.	Andrew Linton	Subject to whether Bristol is awarded this funding. Monitoring will be in place

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.

The services and organisation responsible for delivering this accommodation will be submitting regular reporting that will monitor who is accessing the service. We will also regular run reports from the Housing Support Register that will be able to tell us the full demographics data of those being nominated for and accepting or declining the accommodation.

There will be robust contract management and review mechanisms in place throughout services delivery of this accommodation which shall include close monitoring of who is accessing the service and prompt investigation, and addressing of any issues and barriers that are preventing any person from accessing the accommodation. There will be a named commissioning officer or commissioning manager that will ensure regular review meetings with all providers. This person will be responsible for ensuring the monitoring of quality assurance, will collect and interrogate regular service delivery reports and will ensure there is a suitable wide range of monitoring mechanisms in place which shall include obtaining direct service user engagement and feedback. This will include feedback from people who have been nominated for and offered the accommodation, but who are unable or unwilling to proceed with the offer on the grounds the accommodation not meeting their needs on the basis of equalities related risks or issues.

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 Director¹.

<p>Equality and Inclusion Team Review:</p> <p>Reviewed by Equality and Inclusion Team</p>	<p>Director Sign-Off:</p> <p>Richard James, Head of Business Development (in absents to the Director of Housing & Landlord Services)</p>
<p>Date: 23/08/2023</p>	<p>Date: 23/08/2023</p>

¹ 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.