

Appendix 4

Equality Impact Assessment

Report title	Lincolnshire Homelessness and Rough Sleeper Strategy 2022-2027
Completed by	J. Munton
Approved by	
Date	

Section 1 An EIA is not applicable to the attached report because:	Tick all that apply ✓
An EIA is not applicable as the report's recommendations are based on procedure and/or policy change which will have no equality impacts now or in the future.	
An EIA is not applicable as the report is for information only and will have no equality impacts now or any in the future.	
An EIA is not applicable as the report is asking for guidance only and will have no equality impacts now or any in the future.	
An EIA is not applicable as the report contains no proposals for a new project or service and it will have equality impacts now or in the future.	
Other (please summarise)	

Based on Section 1, summarise why an EIA is unnecessary in the EIA section of the report. You can copy and paste text from above as necessary.

There is no need to complete Sections 2 and 3 if an EIA is deemed unnecessary in Section 1.

Section 2 The following statements will help you decide whether an EIA is necessary:	Tick all that apply ✓
Does it affect customers, colleagues or the wider community, and therefore potentially have an effect in terms of equality (for example, removing a service, workforce restructure, employment practices)	/
Could it result in a decision being made that would significantly affect how functions and services are delivered (for example, reducing a service or introducing a charge for a service)	/
Does it relate to a service that previous engagement has identified as being important to people	/
Does it, or could it in the future, affect different groups of people differently	/
Does it relate to a policy or service where there is significant potential for reducing inequalities or improving outcomes	/
Have there been, or are there likely to be, any public concerns about the policy or proposal	/
Does it have an effect on how other organisations operate in terms of equality (i.e. commissioned services)	/

Section 3 Equality impacts	
Briefly explain what the policy/service/project aims to achieve	The strategy aims to reduce and prevent homelessness and rough sleeper and ensure any incidences are rare, brief and non-recurring
Have you undertaken consultation or involved people who are most likely to be affected or interested? Please include: data or community feedback, gaps in data, and how you intend to fill these gaps (where possible)	Public and stakeholder consultation to inform priorities and shape the document. Action groups will be formed to take forward highlighted challenges and ways of working as part of an implementation plan.
Is there any evidence or research that demonstrates why some individuals or groups are, or are not, affected	There are many reasons why individuals become homeless and rough sleeper that are widely documented and detailed in the document

What barriers may individuals or groups face, and how can you promote equality (where possible)?	
Gender	<p>Everyone is able to access support with their housing situation regardless of their protected characteristics. Eligibility is set in homelessness law but options are available for those not in priority need through Rough Sleeper Initiatives. Pathways are set for certain groups including single people, families, those with complex or specific needs, prison leavers, care leavers and of the armed forces community. However these pathways are only identified to allow access to services specific to the needs of these groups but any provision and support is tailored to individual needs regardless of any group or protected characteristics that they may fall into.</p>
Age	
Disability	
Race	
Religion or belief	
Sexual orientation	
Gender reassignment	
Pregnancy, maternity and paternity	
Marriage and civil partnership	
Rural isolation	<p>Services are accessible regardless of location including telephone contact and face to face visits including outreach services.</p>
Socio-economic factors	<p>Services work with individuals to assess options for benefits, employment, education and location to provide support plans to meet individual needs.</p>
Other <i>(for example, those with dependants/caring responsibilities, asylum seeker and refugee communities, children in the care system, etc)</i>	<p>Specific pathways and support is available for those with children and care leavers. There is a County refugee and asylum resettlement programme ensuring a joint approach to providing housing options.</p>
Overall, will this promote strong and positive relationships between the groups/communities identified?	<p>Yes all groups will be able to access support and provision tailored to their needs but in line with homelessness law. Those not in priority need still have options to be</p>

	accommodated. There is no blanket process or option each individual receives an assessment of their needs as everyone had different circumstances.
Overall, if there is a potential adverse impact, please state why and whether this is justifiable	No as assessments are tailored to individual circumstances and needs.
How will you monitor this to ensure there is no adverse effect in the future?	Our pathways are reviewed through various partnership meetings and action groups. Feedback from service users assesses outcomes and highlights any need for change,
Outcome of EIA:	No major change needed <i>(please delete as necessary)</i>

Delete if this part of the template if Corporate Information Manager advises a DPIA is **not** required.

North Kesteven District Council Data Protection Impact Assessment

Report title	Lincolnshire Homelessness and Rough Sleeper Strategy 2022-2027
Completed by	J. Munton
Approved by	
Date of completion	
Date for review	

Section 1 A DPIA is not applicable to the attached report because:	Tick all that apply ✓
i. A DPIA is not applicable as the report's recommendations are based on procedure and/or policy change which will have no data protection impacts now or in the future.	
ii. A DPIA is not applicable as the report is for information only and will have no data protection impacts now or any in the future.	
iii. A DPIA is not applicable as the report is asking for guidance only and will have no data protection impacts now or any in the future.	
iv. A DPIA is not applicable as the report contains no proposals for a new project or service and it will have no data protection impacts now or in the future.	
v. Other (please summarise)	

Based on Section 1, summarise why a DPIA is unnecessary in the DPIA section of the report. You can copy and paste text from above as necessary.

There is no need to complete Sections 2 and 3 if a DPIA is deemed unnecessary in Section 1.

Section 2 The following statements will help you decide whether a DPIA is necessary:	Tick all that apply ✓
i. Will you ask or compel people to provide information about themselves (for example, name, postal address, email address)	
ii. Will it involve the collection of new information about people (for example, asking for people's date of birth when this information had not previously been collected)	
iii. Will information about people be disclosed to third parties (i.e. other organisations or people) who have not previously had access to this data	
iv. Are you using information about people for a purpose that it is not currently used for (for example, re-using an emailing list to promote Council services)	
v. Will you be using new technology or processes which might be perceived as being privacy intrusive (for example, CCTV, profiling)	
vi. Will this result in you making decisions or taking action against people in ways which can have a significant impact against them (for example, conducting consultation and the results of which could affect their locality)	
vii. Will it involve automated decision-making that may have a significant effect on people	
viii. Is the information about people likely to raise privacy concerns or involve the processing sensitive personal data (for example, health records, data regarding ethnicity or racial origin, religious or philosophical beliefs, political opinions, trade union membership, sexual orientation or other information people would consider to be particularly private)	
ix. Will it involve the transfer of personal data outside the European Economic Area	

Section 3	
Data protection impacts	
a. Overview	
i. Briefly explain what the policy/service/project aims to achieve, including benefits to the organisation and individuals	
ii. Have you undertaken consultation (internally and externally) and, if so, what were the outcomes?	
iii. Who is identified as the Information Asset Owner (i.e. who will be responsible for the personal data collected)?	
b. Collection	
i. What personal data will be collected? Will it include sensitive personal data? From how many individuals?	
ii. How will you ensure that the personal data is not excessive in relation to the purpose for which it is processed (for example, asking for date of birth, when you only need an individual's name and postal address)?	
iii. How will the personal data be obtained? How will you ensure accuracy?	
iv. How will individuals be told about the use of their personal data? Will it be use in the way they expect?	

v.	Do you envisage using the personal data for any other purpose in the future? If yes, please provide details	
vi.	How can you minimise intrusion, particularly if specific concerns have been expressed?	
vii.	Is there a legal basis for holding and processing this data? Please specify.	
viii.	If you are relying on consent to process personal data, how will this be collected and recorded?	
ix.	What will you do if consent is withheld or withdrawn?	
x.	If this involves marketing, have you a process for individuals to opt-out of their information being used for that purpose?	
c. Storage and use		
i.	Where, and in what format, will the personal data be kept?	
ii.	How will you ensure the personal data is accurate and remains up to date?	
iii.	Who will have access to the personal data?	
iv.	Will an IT system or application be used to process the personal data? If so, will it provide protection against any security risks?	

v.	What training and instructions are necessary to ensure that employees know how to operate the system securely?	
vi.	Will employees process the personal data away from the office, for example, paper files, on laptops, tablets, smart phones? Is yes, please provide details	
d. Sharing		
i.	Will information about people be disclosed to third parties (i.e. other organisations or people) who have not previously had access to this data?	
ii.	If you will be making transfers, how will you ensure that the personal data is adequately protected?	
iii.	Will you be required to transfer personal data outside of the European Economic Area? If yes, please provide details	
iv.	If a contractor is being used to process personal data, where are they (and their data stores) based?	
v.	If a contractor is being used to process personal data, is an agreement in place which defines how they will protect the information?	
e. Destruction		
i.	What is the retention period for the personal data you are processing?	

ii. How will you ensure the personal data is deleted in line with the retention period set?	
f. Other	
Any other relevant information:	

Section 4 Data protection risks and risk reduction					
Risk	Likelihood of harm	Severity of harm	Overall risk	Options to reduce or eliminate risk (if medium or high)	Residual risk
Source and potential impact of risk	Remote/ Possible/ Probable	Minimal/ Significant/ Severe	Low/ Medium/ High		Low/ Medium/ High

Section 5 Monitoring and outcome	
i. How will you monitor this to ensure there is no adverse effect in the future?	
ii. Outcome of DPIA:	No major change needed /adjust the project /adverse impact but continue /stop and remove the project <i>(please delete as necessary)</i>

Section 6 Review and update	
Completed by	
Reviewed by	
Date of review	
i. Review summary	
ii. Outcome of DPIA review:	No major change needed /adjust the project /adverse impact but continue /stop and remove the project <i>(please delete as necessary)</i>

Delete if this page if Sustainability Officer advises an SIA is **not** required.

North Kesteven District Council Sustainability Impact Assessment

Report title	Lincolnshire Homelessness and Rough Sleeper Strategy 2022-2027
Completed by	J.Munton
Approved by	If no response is received please enter the following text in place of name; Submitted to Sustainability at least 5 working days before report submission, but officer unavailable to approve. An SIA will be resubmitted for approval with any subsequent reports
Date	

Section 1 Based on the environmental impacts listed in Section 3, and in accordance with NKDC's Corporate Environmental Policy, carbon emission targets set in the Low Carbon NK Plan, and the emerging Our Environment corporate priority, an SIA is not applicable to the attached report because;	Tick all that apply ✓
The recommendations are based on procedure and/or policy change which will have no environmental impacts now or in the future.	/
It is for information only and will have no environmental impacts now or any in the future.	
It is asking for guidance only and will have no environmental impacts now or any in the future.	
There are no proposals for a new project or service and it will have no environmental impacts now or in the future.	/
It does not propose a change of service or change in equipment or products used and will have no environmental impacts now or in the future.	/
It will not directly result in any positive or negative environmental sustainability impacts. However, it will result in future projects and SIAs will be completed alongside reports for approval in future as necessary.	/
It will not result in any positive or negative environmental sustainability impacts now or in the future (please summarise)	

Other (please summarise)	
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Based on Section 1, summarise why an SIA is unnecessary in the SIA section of the report. You can copy and paste text from above as necessary.

There is no need to complete Sections 2 and 3 if an SIA is deemed unnecessary in Section 1.

Section 2	Tick all that apply ✓
An SIA is applicable to the attached report because it	
Proposes a new project (including new buildings and refurbishments) or service	
Proposes a change in service delivery	
Proposes a change/increase/decrease in assets, resources, equipment or products e.g. buildings, staff, vehicles, IT equipment, heating/lighting systems etc.	
Proposes a change in management of sites owned or rented by NKDC (including those operated by others for NKDC or for themselves)	

Section 3**Environmental impacts**

Consider the environmental impact the report's recommendations will have on the following

Assessment of Impact

Brief description of impact

**If negative, how is it to be mitigated?
If positive, how it being enhanced?**

State person(s) responsible for implementation

Procurement

- Accounting for social, economic and environmental outcomes in procurement and delivery in line with the Public Services (Social Value) Act 2012
- Stimulating commitment to improving environmental impact and innovation in the supply chain and by contractors
- Waste generation
- Use of natural resources such as raw materials, water, and energy
- Supporting the local economy and reducing miles travelled by materials by using local suppliers.

Choose an item.

New builds and refurbishments

- Build, energy, and thermal efficiency standards of new or refurbished buildings owned or rented

Choose an item.

	<p>by NKDC e.g. state Passivhaus, NKDC Fabric First, Building Regs</p> <ul style="list-style-type: none"> • Energy consumption (electricity/gas/oil/LPG etc) for lighting and heating • Water consumption • Waste generated and recycled • Natural lighting • LED lighting • Generation of renewable energy 			
Facilities Management	<ul style="list-style-type: none"> • Build, energy, and thermal efficiency standards of new or refurbished buildings owned or rented by NKDC (including those operated by others) e.g. state Passivhaus, NKDC Fabric First, Building Regs • Change in frequency of use • Energy consumption (electricity/gas/oil/LPG etc) for lighting and heating • Water consumption • Waste generated and recycled • Natural lighting • LED lighting • Generation of renewable energy 	Choose an item.	.	
Travel	<ul style="list-style-type: none"> • Business miles travelled by staff/contractors • Providing / improving / promoting alternatives to car based transport (e.g. public transport, walking and cycling) • Efficient use of vehicles (car sharing, low emission vehicles, community transport, environmentally friendly fuels and technologies) • Efficient/lower emission vehicles e.g. purchasing improved vehicles 	Choose an item.		

Equipment	<ul style="list-style-type: none"> • New or changes to equipment and how has electricity, gas, oil, LPG, water etc. use in offices, leisure and culture facilities been considered • E.g. IT equipment, heating systems, interactive equipment in public venues and How has electricity, gas, oil, LPG, water use 	Choose an item.		
Workforce	<ul style="list-style-type: none"> • Change in number of office based staff and related energy use. State number. 	Choose an item.		
Adaptation to Climate Change	<ul style="list-style-type: none"> • Adapting to and mitigating against the expected effects of climate change in NK (e.g. building and contingency planning for warmer wetter winters and hotter summers, heavy precipitation, flooding, heatwaves and other weather extremes) 	Choose an item.		
Carbon emissions	<ul style="list-style-type: none"> • Current and future emissions expected and the impact on NKDC's corporate or district greenhouse gas emissions target. <p>Sustainability can provide assistance.</p>	Current emissions (CO₂e tonnes) State 0 if applicable		
		Proposed/estimated (CO₂e tonnes)		