

Service Impact Assessment

As a public authority we need to ensure that all our strategies, policies, services and functions, both current and proposed have given proper consideration to a range of impacts. These include; equality, diversity, cohesion, health, community safety, sustainability and resources.

This form:

- Can be used to prompt discussion when carrying out your impact assessment
- Should be completed during the assessment process
- Should include a brief explanation where a section is not applicable

Service Area: Housing & Environmental Health Services	
Lead Person: Wayne Forrest	Contact number: 01282 661044
Date of Assessment: November 2024	

1. Title: Pendle Homelessness and Rough Sleeping Strategy 2025 - 2030	
Is this a:	
<input checked="" type="checkbox"/> Strategy	<input type="checkbox"/> Policy <input type="checkbox"/> Service <input type="checkbox"/> Function <input type="checkbox"/> Other
Is this:	
<input checked="" type="checkbox"/> New/ proposed	<input type="checkbox"/> Already exists and is being reviewed <input type="checkbox"/> Is changing
(Please tick one of the above)	

2. Members of the assessment team:		
Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Wayne Forrest	Pendle Borough Council	Housing Needs Manager

3. Summary of strategy, policy, service or function that was assessed:
The Strategy is an update of the previous 2019-2024 Rough Sleeper & Homelessness Strategy.

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4. Scope of the Service Impact Assessment

(complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

4a. Strategy, policy or plan

(please tick the appropriate box below)

The vision and themes, objectives or outcomes	<input checked="" type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>

Please provide detail:

The key aims of the Pendle Homelessness Strategy are:

- To prevent homelessness
- To continue to ensure that there is a safety net of accommodation for people who are or who may become homeless
- To provide support to people who are or may become homeless or who have been homeless and need support to prevent them from becoming homeless again.

4b. Service, function, event

please tick the appropriate box below

The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input checked="" type="checkbox"/>
Procuring of a service (by contract or grant)	<input type="checkbox"/>

Please provide detail:

The Strategy is intended to help prevent homelessness and as such, the actions contained within it will help aid the delivery of the Council's strategic homelessness

function.

5. Fact finding – what do we already know

Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback.

This should also include any mitigating circumstances that need to be documented as part of the assessment process

(priority should be given to equality, diversity, cohesion, community safety and health related information)

A Pendle Homelessness Review 2025 report has been carried out which includes the following statistical data.

Year	Housing Enquiries	Homelessness Applications*	Number of cases where homelessness has been prevented or relieved **	Bed & Breakfast (B&B) Use		
				Number of nights provided	Number of placements	Average length of stay (days)
2019/20	943	732	357***	768	79	9.72
2020/21	769	680	123	2077	130	15.98
2021/22	944	688	107	3530	121	29.17
2022/23	1125	789	184	5372	195	27.55
2023/24	1669	1076	256	5837	209	27.93
2024/25 *To 30/09/24	916	682	122	2708	110	24.6

Rough Sleeper Out-turns submitted to Government by year

Year	2019	2020	2021	2022	2023	2024
Out-turn	0	0	0	0	5	1

Are there any gaps in equality, diversity, cohesion, community safety and health information

Please provide detail:

Action required:

Undertake ongoing monitoring to ensure the services of PBC Housing Needs is being accessed by ethnic minority populations within the borough.

6. Wider involvement – have you involved groups of people who are most likely to be affected or interested

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Yes

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No

Please provide detail:

Consultation has occurred with various agencies concerned with homelessness across Burnley, Pendle and Rossendale. These agencies included registered providers, supported housing providers, local advice & support agencies, Probation / Community Rehabilitation Company (CRC), Job Centre+, health workers, drugs & alcohol mis-use services, Children's Social Care, Councillors and Pendle Borough Council departments.

All members of the Burnley, Pendle and Rossendale Homelessness Forum and service users of Safespace supported housing scheme were invited to provide comment/ feedback on the following three questions:

- What do you think are likely to be the biggest challenges over the next 5 years for homelessness services?
- What improvements / changes would agencies like to see in homelessness service provision?
- Any further ideas which you would like to put forward

A wide variety of responses were made which have been documented in the Pendle Homelessness Review 2025 and responded to. Some of the responses will result in actions within the Homelessness Strategy.

Action required:

There are no known specific actions identified which are not being covered through the Pendle Homelessness Strategy 2025 - 2030 action plan.

7. Who may be affected by this activity?

please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics☒**Age**☐**Carers**☐**Disability**☐**Gender reassignment**☒**Race**☐**Religion
or Belief**☐**Sex (male or female)**☐**Sexual orientation**☐**Other**

(for example – marriage and civil partnership, pregnancy and maternity, unemployment, residential location or family background, education or skills level)

Please specify:

Stakeholders			
<input checked="" type="checkbox"/>	Services users	<input checked="" type="checkbox"/>	Employees
		<input type="checkbox"/>	Trade Unions
<input checked="" type="checkbox"/>	Partners	<input checked="" type="checkbox"/>	Members
		<input type="checkbox"/>	Suppliers
<input type="checkbox"/>	Other please specify		
Potential barriers.			
<input type="checkbox"/>	Built environment	<input checked="" type="checkbox"/>	Location of premises and services
<input checked="" type="checkbox"/>	Information and communication	<input type="checkbox"/>	Customer care
<input type="checkbox"/>	Timing	<input checked="" type="checkbox"/>	Stereotypes and assumptions
<input checked="" type="checkbox"/>	Cost	<input checked="" type="checkbox"/>	Consultation and involvement
<input type="checkbox"/>	specific barriers to the strategy, policy, services or function		
Please specify;			

8. Positive and negative impact

Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, health, cohesion, community safety, sustainability, stakeholders and the effect of the barriers

The following matrix assesses each strategic objective and policy against the strands outlined in the 2010 Equality Act. For any potential impact, positive or negative, there are subsequent comments made to offer further detail.

Assessing impact of activities / policies on different groups of people

Impact rating: **H** – Has a High impact on group (substantial evidence that some groups are being, or could potentially be, affected)

M – Has a Medium impact on group (some evidence that some groups are being, or could potentially be, affected)

L – Has a Low impact on group (little evidence that some groups are being, or could potentially be, affected)

Pendle Homelessness Strategy 2024-29											
Actions	What is the impact on each of these groups? State H/M/L									How have you judged it?	What needs to happen to tackle it?
	Race	Disabled People	Gender	Age	Sexual orientation	Religion/ Belief	Gender reassignment	Pregnancy & maternity	Other		
To successfully implement the Renters' Rights Act in Pendle	L	L	L	L	L	L	L	L			
To ensure that any future developments within the Government's approach towards homelessness is successfully implemented.	L	L	L	L	L	L	L	L			
To contribute to the development of the refreshed Lancashire Joint Homeless Prevention Protocol for 16 and 17 year olds – 2024 and ensures successful implementation of the protocol locally.	L	L	L	M	L	L	L	L		This Protocol directly affects those aged 16 and 17	Successful implementation

To update the 2024 - 2029 Homelessness Strategy Action Plan on a quarterly basis and circulate to Burnley, Pendle & Rossendale, Homelessness Forum.	L	L	L	L	L	L	L	L			
Continue to contribute towards the review of the B-with-us choice-based lettings scheme allocations policy to ensure sufficient reasonable preference for applicants at risk of, or who are homeless.	L	L	L	L	L	L	L	L			
Support any future bid for funding under the Rough Sleeper Initiative programme	L	L	L	L	L	L	L	L			
Implement the Local Authority Housing Fund scheme to develop temporary accommodation.	L	M	L	M	L	L	L	M		This scheme is aimed at providing temporary accommodation to those deemed in 'priority need'. Persons considered to be disabled, the elderly and those who are pregnant, are more likely to be in priority need or be in automatic priority need.	Successful implementation
To refresh the Pendle Homelessness Temporary Accommodation Policy	L	M	L	M	L	L	L	M		This policy is aimed at providing temporary accommodation to those deemed in 'priority need'.	Policy updated

										Persons considered to be disabled, the elderly and those who are pregnant, are more likely to be in priority need or be in automatic priority need.	
To consider 'Housing First' as a model towards addressing homelessness within the borough	L	L	L	L	L	L	L	L			
Continue to undertake the review of TA and implement the findings of that review.	L	M	L	M	L	L	L	M		This review is aimed at providing temporary accommodation to those deemed in 'priority need'. Persons considered to be disabled, the elderly and those who are pregnant, are more likely to be in priority need or be in automatic priority need.	Review undertaken and findings implemented
Review all literature / advice being given out and update information where required.	L	L	L	M	L	L	L	L			
Continue to monitor enquires and applications to the council's Housing Needs service to ensure the service is being accessed by all sections of the community.	M	L	L	L	L	L	L	L		Ongoing monitoring is aimed at ensuring the services of PBC Housing Needs are being accessed by ethnic minority	Successful monitoring

[illegible]

8a. Positive impact:

After analysis of the assessment matrix it is clear that there are a number of actions which will positively impact on various groups of people in Pendle. These actions are outlined below.

Action required:

To successfully implement the Renters' Rights Act in Pendle

To contribute to the development of the refreshed Lancashire Joint Homeless Prevention Protocol for 16 and 17 year olds – 2024 and ensures successful implementation of the protocol locally.

Continue to contribute towards the review of the B-with-us choice-based lettings scheme allocations policy to ensure sufficient reasonable preference for applicants at risk of, or who are homeless.

Support any future bid for funding under the Rough Sleeper Initiative programme

Implement the Local Authority Housing Fund scheme to develop temporary accommodation.

8b. Negative impact:

Whilst no actions within the strategy will have a negative impact as such, there are some actions that need to consider protected characteristics to ensure that they are inclusive. For example, a number of actions relate to review of current services and raising awareness.

Action required:**9. Will this activity promote strong and positive relationships between the groups/ communities identified?**☐**Yes**☒**No****Please provide detail:****Action required:**

10. Does this activity bring groups/communities into increased contact with each other (e.g. in schools, neighbourhood, workplace)?

☐

Yes

☒

No

Please provide detail:

Action required:

11. Could this activity be perceived as benefiting one group at the expense of another?

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Yes

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No

Please provide detail:

The actions within the Strategy are intended to prevent or relieve homelessness. A number of actions relation towards provision of temporary accommodation which is only available to those eligible, homeless and in priority need. Households who are disabled, are very young or old ie age, and also those who are pregnant would be more likely to be in priority need and thus benefit from services. However, whilst some groups will benefit, it will not be at the expense of any other group.

Action required:

12. Could this activity be perceived as benefiting the health of any one group?

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Yes

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No

Please provide detail:

Helping people avoid homelessness is likely to improve people's health – both physically and mentally.

Action required:

13. Could this activity be perceived as enhancing or creating community safety issues?

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Yes

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No

Please provide detail:

Action required:

14. Could this activity be perceived as benefiting one location at the expense of another? E.g. Location of service users/staff etc – rural urban
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input type="checkbox"/> Yes </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> No </div> </div> <p>Please provide detail: This is a Pendle-wide strategy.</p> <p>Action required:</p>

15. Are there mitigating circumstances that should be taken into account when making this decision?
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input type="checkbox"/> Yes </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> No </div> </div> <p>Please provide detail:</p> <p>Action required:</p>

16. Service Impact Assessment action plan (insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)
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Action	Timescale	Measure	Lead person
To successfully implement the Renters' Rights Act in Pendle	December 2025	Implementation of the new Act undertaken	Housing Needs Manager
That the Council contribute towards the review of the B-with-us choice-based lettings scheme allocations policy to ensure sufficient reasonable preference for applicants at risk of, or who are homeless.	December 2025	B-with-us allocations policy updated with sufficient reasonable preference for people homeless or threatened with homelessness	Housing Needs Manager
To contribute to the development of the	December	Protocol in place	Housing

Action	Timescale	Measure	Lead person
refreshed Lancashire Joint Homeless Prevention Protocol for 16 and 17 year olds – 2024 and ensures successful implementation of the protocol locally.	2025	and being implemented	Needs Manager
Support any future bid for funding under the Rough Sleeper Initiative programme	December 2025	Where opportunity arises, support bids	Housing Needs Manager
Implement the Local Authority Housing Fund scheme to develop temporary accommodation.	December 2025	Implementation of project	Housing Needs Manager
Undertake ongoing monitoring to ensure the services of PBC Housing Needs is being accessed by ethnic minority populations within the borough	December 2025	Monitoring undertaken and any actions identified have been taken	Housing Needs Manager

17. Governance, ownership and approval

State here who has approved the actions and outcomes from the Service Impact Assessment

Name	Job Title	Date
Wayne Forrest	Housing Needs Manager	11/11/24

18. Monitoring progress for Service Impact actions (please tick)

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Update report will be agreed and provided to the appropriate group/team

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Other (please specify)

19. Publishing

Date sent to Equality Lead:	
Date published:	