

## APPENDIX 3

### PART B – Equality Analysis Form

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

1. Title	
<b>Equality Analysis title: Recommissioning Housing First 2026-2031</b>	
<b>Date of Equality Analysis (EA): September 2025</b>	
<b>Directorate: Adult Care, Housing and Public Health</b>	<b>Service area: Strategic Commissioning</b>
<b>Lead Manager: Lisa Elliott</b>	<b>Contact number: 01709 334480</b>
<b>Is this a:</b> <input type="checkbox"/> <b>Strategy / Policy</b> <input type="checkbox"/> <b>Service / Function</b> <input checked="" type="checkbox"/> <b>Other</b>	
<b>If other, please specify</b> <b>Pathway development and procurement</b>	

## 2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Lisa Elliott	RMBC	Strategic Commissioning Manager
Matthew McMullen	RMBC	Commissioning Officer
Kim Firth	RMBC	Operational Manager – Homeless Services

## 3. What is already known? - see page 10 of Equality Screening and Analysis Guidance

### **Aim/Scope (who the Policy/Service affects and intended outcomes if known)**

This may include a group/s identified by a protected characteristic, other groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

This report sets out the recommendations for the future of Housing First Services. Housing First is a non-statutory, established approach to long term homelessness for the most complex and disengaged people within the homeless population that compliments the Councils offer to alleviate and prevent homelessness.

Housing First is currently in place in Rotherham and has been since 2017 and the re-procurement does not propose any reduction to the current level of service offer. The intended outcome of the re-procurement exercise is to continue the Housing First Service as the current levels.

### **What equality information is available? (Include any engagement undertaken)**

Housing Related Support services (including Housing First) provide equality data for all people exiting the service. This can then be cross referenced with positive outcomes and fed into contract management. A snapshot of people using the services under the current contract terms (between April 2022 and March 2025) has been compared with data taken in April 2022. This provides a baseline of need and will support future monitoring of equality data.

This data has been analysed and will form a baseline for equality monitoring as the new service specification develops.

Ethnicity – The differences between the two timescales highlights minimal change with White British service users being the predominant group 96.6% in 2022 and 89.4% data recorded between 2022-2025. This data will be collected and regularly monitored.

Gender – Housing First continues to hold an elevated level of females accessing the service retaining a base level of 66% between the two-time frames.

Sexuality – There is a slight variation whereby 90% of service users identified as heterosexual in 2022 compared to 68.4% between 2022-2025. A higher percentage of people identified as bisexual, gay or lesbian.

Disability – There was a slight increase in service users with disabilities recorded between 2022-2025 compared to 2022. An increase from 63% to 73.6%.

Religion/Faith – a lower proportion of people accessing Housing First services stated they followed a Religion/Faith in 2022 with 96.6% holding no faith compared to 83% between 2022-2025.

Age – The average age of service users has remained close between the two periods 38.5 in 2022 and 40.3 between 2022-2025 which is in line with regional trends. (National average is 42 years old).

Marital status - The average across both time periods is 98.3% of those accessing Housing First being single with little change between the two periods.

Gender reassignment - There are no recorded entries of service users having gender reassignment or in the process.

Pregnancy and maternity - There are no recorded entries of service users being pregnant.

The above findings should continue to be monitored to build an ongoing picture of people accessing the services, this can then be benchmarked against data for the Rotherham population and data of people accessing homeless services to ensure services reflect need.

It should be noted that there is small number of people accessing the service at any time (35 units).

**Are there any gaps in the information that you are aware of?**

All areas identified under the Equality Act 2010 protected characteristics: Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups are captured under the current Housing First contract via quarterly monitoring reports that are submitted to the Commissioning Team capturing EA data on all exiting service users. The data will be cross referenced with diversity data of homeless applicants to ensure service delivery is mirroring need.

**What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?**

As part of the contract management process quarterly monitoring reports collect equality data of people exiting the services. This can be cross referenced with outcomes. This data, along with the snapshot data will be used as a baseline to monitor service delivery as part of the re-commissioned service. This will allow the Council to identify any areas where groups are underrepresented and work alongside providers to address this through the contract management process.

**Engagement undertaken with customers. (date and**

The re-procurement of Housing First will not impact customers using the service and levels of provision will

<b>group(s) consulted and key findings)</b>	<p>remain. Customer voice will be used in the new service specifications that will cover the provision. Equality and Diversity data will be collected for all customers involved in the co-production of the service specification to ensure representation across people with protected characteristics.</p> <p>Customers are also feeding into the wider refresh of the Homelessness Prevention and Rough Sleeper Strategy. Officers will utilise any findings from this consultation in shaping the service.</p>
<b>Engagement undertaken with staff (date and group(s)consulted and key findings)</b>	<p>This relates to externally commissioned services. As part of the cyclical nature of the commissioning process, providers have had the opportunity to feedback throughout the lifetime of their existing contracts. Contract management data has been reviewed along with feedback from the contract management process to inform the future direction of the commissioned services. Officers from the Adults Commissioning Team manage the contracts and process. In addition to this, market engagement has taken place with providers and service specification that will be developed will be co-produced with the market.</p>

#### 4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

**How does the Policy/Service meet the needs of different communities and groups?** (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

The current data will be used as a baseline to continue to monitor equality of access to service and service delivery. There is no anticipated change or impact to different communities or groups and the services will continue to reach out to people in need of Housing First Support. All providers bidding for the re-procured service will be required to demonstrate their commitment to Equality and Diversity as part of the quality element of the tender, including understanding and meeting the needs of those with protected characteristics. This will also be included in contract management and quality monitoring processes.

**Does your Policy/Service present any problems or barriers to communities or Groups?**

It is anticipated that this will help to remove barriers to communities seeking support as Housing First seeks to offer unconditional support. Accessibility to the service itself will be addressed through contract management.

**Does the Service/Policy provide any positive impact/s including improvements or remove barriers?**

Yes. The service offers unconditional support to people and is user led by design. The re-procurement will give the opportunity for more people to access the support provided via Housing First.

The underpinning service specification will be co-produced with experts in the community, i.e. people who use the services and providers that deliver the services and will ensure services support a personalised approach to Housing First, which promotes equity in service delivery.

**What affect will the Policy/Service have on community relations?** (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

There are no perceived impacts on community relations from the proposals. Placements on Housing First are generally single adults (occasionally this may include couples or small families) allocation of properties will be at the discretion of the housing provider/s and tenants will be subject to the same leaseholder requirements and responsibilities as any other tenant in the borough.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

## **5. Summary of findings and Equality Analysis Action Plan**

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic - See page 11 of the Equality Screening and Analysis guidance

<b>Title of analysis: Recommissioning Housing First 2026-2031</b>
<b>Directorate and service area: Adult Care, Housing and Public Health – Strategic Commissioning</b>
<b>Lead Manager: Lisa Elliott</b>
<b>Summary of findings:</b>
<p>The proposals are to re-commission the Housing First Support contract, which will be procured using the Housing Related Support Flexible Purchasing System. There will be no change to the numbers of units but will give the opportunity to revise and refresh the specification to align better with the Housing First Principles, capturing the voice and experience of people who have experienced homelessness and the partner providers.</p> <p>The premise will be to deliver a commissioned Housing First scheme that achieves lasting benefits for service users. Housing First is currently in place and the new pathway does not propose any reduction to the current level of service offer.</p> <p>The procurement process will involve standards and questions around Equality and Diversity, and this will also be built into future contract monitoring. The contract management process will use the baseline data along with any other diversity data available, such as that of the homeless team, to assess delivery against and identify any improvement areas for the commissioned providers.</p> <p>Minimal variations in diversity data of people accessing services were found in the Equality Screening and Analysis. This will continue to be monitored to ascertain whether service accessibility within certain communities should be addressed.</p>

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Co-production of service specification with customers to include those with protected characteristics	All	January 2026
Equality and Diversity standards agreed and embedded into service specification and quality standards, including accessible services	All	January 2026
Equality and Diversity question to feature in procurement	All	January 2026
Equality and Diversity data built into contract monitoring process and assessed against need and baseline, including measures to cross reference diversity data with customer outcomes and data collected by homeless services	All	June 2026
Quality Standards developed to include Equality Analysis and review of Equality Policy	All	June 2026

**\*A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups**

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	Job title	Date
Scott Matthewman	Assistant Director, Strategic Commissioning	20 October 2025

## 7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date Equality Analysis completed</b>	September 2025
<b>Report title and date</b>	<b>Recommissioning Housing First 2026-2031</b>
<b>Date report sent for publication</b>	
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	25/09/2025