



Equalities Impact Assessment (EIA)

EIAs make services better for everyone and support value for money by getting services right first time.

EIAs enable us to consider all the information about a service, policy or strategy from an equalities perspective and then create an action plan to get the best outcomes for service users and staff¹. They analyse how all our work as a council might impact differently on different groups protected from discrimination by the Equality Act 2010². They help us make good decisions and evidence how we have reached them.³

An EIA needs to be started as a project starts to identify and consider possible differential impacts on people and their lives, inform project planning and, where appropriate, identify mitigating actions. A full EIA must be completed before any decisions are made or policy agreed so that the EIA informs that decision or policy. It is also a live document; you should review and update it along with your project plan throughout.

You should first consider whether you need to complete this full EIA⁴.

Other key points to note:

- Full guidance notes to help you are embedded in this form – see the End Notes or hover the mouse over the numbered notes.
- Please share your EIA with your Equalities Champion and the final/updated version at the end of the project.
- Major EIAs should be reviewed by the relevant Head of Service.
- Examples of completed EIAs can be found on the Equalities Hub

1. Responsibility for the EIA	
Title of proposal ⁵	Barnet Community Infrastructure Levy Charging Schedule Review
Name and job title of completing officer	Alice Leach – Infrastructure Planning Manager
Head of service area responsible	Neeru Kareer
Equalities Champion supporting the EIA	
Performance Management rep	n/a
HR rep (for employment related issues)	n/a
Representative (s) from external stakeholders	n/a

2. Description of proposal	
Is this a: (Please tick all that apply)	
New policy /strategy / function / procedure / service <input type="checkbox"/>	Review of Policy /strategy / function / procedure / service <input checked="" type="checkbox"/>
Budget Saving <input type="checkbox"/>	Other <input checked="" type="checkbox"/>
If budget saving please specify value below:	If other please specify below: The increase in the CIL result would over the medium term result in an increase to the CIL applied in the borough by 50%
<p><i>Please outline in no more than 3 paragraphs⁶:</i></p> <ul style="list-style-type: none"> <i>The proposal which is being assessed</i> Officers are seeking committee agreement to consult on a new Draft Community Infrastructure Levy (CIL) Charging Schedule. The Draft Charging Schedule proposes to revise the Barnet CIL rate to £300 per square metre for residential development and introduce a flat rate for 	

all other uses of £20 per square metre. Independent viability evidence was commissioned and indicates the new proposed rates to be viable and would not unduly prejudice development coming forward in the borough.

- *The key stakeholders who may be affected by the policy or proposal*

The main stakeholders who would be affected would in the first instance be property developers in the borough who would have to pay the CIL. All residents and businesses in Barnet would benefit from the improvement to infrastructure that the CIL income raised would eventually be used to fund.

- *The decision-making route being taken (eg. business planning, committee) and date of decision:*

Policy and Resource Committee 8 Feb 2021 for agreement to consult on the Draft Charging Schedule.

3. Supporting evidence

What existing data informs your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis

Protected group	What does the data tell you⁷? <i>Provide a summary of any relevant demographic data about the borough's population from the <u>Joint Strategic Needs Assessment</u>, or data about the council's workforce</i>	What do people tell you⁸? <i>n/a as we have not yet undertaken any consultation on the Charging Schedule Review.</i>

Age ⁹	Table 1: Age range proportions – 2011 Census data			
	Age	Barnet (%)	Greater London (%)	National (%)
	Age 0 to 4	7.4	3.68	6.26
	Age 5 to 7	3.9	2.22	3.45
	Age 8 to 9	2.4	5.59	2.16
	Age 10 to 14	6.0	1.15	5.81
	Age 15	1.2	2.28	1.23
	Age 16 to 17	2.5	2.34	2.48
	Age 18 to 19	2.1	7.71	2.59
	Age 20 to 24	6.7	10.19	6.78
	Age 25 to 29	8.8	25.34	6.89
	Age 30 to 44	23.5	17.00	20.64
	Age 45 to 59	17.5	4.19	19.39
	Age 60 to 64	4.7	5.79	5.98
	Age 65 to 74	6.7	3.78	8.59
Age 75 to 84	4.5	0.99	5.52	
Age 85 to 89	1.3	0.52	1.46	

	<table border="1"> <tr> <td data-bbox="454 140 698 256">Age 90 and over</td> <td data-bbox="698 140 943 256">0.8</td> <td data-bbox="943 140 1187 256"></td> <td data-bbox="1187 140 1417 256">0.76</td> </tr> </table>	Age 90 and over	0.8		0.76	
Age 90 and over	0.8		0.76			
<p>Disability¹⁰</p>	<p>The age structure of Barnet is relatively young, with proportionally more people aged between 0 and 17 years and 30 to 64 years when compared to that of Greater London and nationally. There is a lower proportion of people aged between 20 to 29 compared to Greater London.</p> <p>The number of people aged 65 and over is predicted to increase by 33% between 2018 and 2030, compared with a 2% decrease in young people (aged 0-19) and a 4% increase for working age adults (aged 16-64), over the same period.</p> <p>The 2011 census indicated that within Barnet, 6% of the overall population have their day to day activities limited a lot by their health, while 14% of residents suffered from a long-term health problem or disability.</p> <p>The west and east regions of the borough have the biggest proportion, with the proportion of people whose daily lives are affected by a long-term condition or disability ranges from 2-14%. Within the west of the borough, Burnt Oak, Childs Hill and Golders Green comprise some of the biggest areas, between 11% and 13%.</p> <p>This trend is replicated across the East, where the highest proportions range between 11 and 14%, with the majority of region falling between 5% and 9%.</p> <p>In 2018, there was an estimated 6,100 adults in the Borough aged under 65 with a learning disability and 1,176 older people (aged 65+) giving a total of 7,276 adults for Barnet. The prevalence of physical disability (both moderate and severe) increases in older age groups. In 2018, there was an estimated 23,735 adults in Barnet with either a moderate or serious</p>					

	<p>physical disability. Projecting Adult Needs and Service Information (PANSI) indicate that this figure may increase to 28,907 by 2035, a rise of 22%.</p>							
<p>Gender reassignment¹¹</p>	<p>There is no official census data for the number of gender variant people in Barnet. However, the ONS estimates that the size of the transgender community in the UK could range from 65,000 to 300,000¹.</p>							
<p>Marriage and Civil Partnership¹²</p>	<p>The 2011 Census indicated that Barnet has a higher proportion of married couples (47%) when compared with Greater London (40%), but a lower proportion of same sex civil partnerships (0.21%) than Greater London (0.42%)². Approximately 37% of the population is single and 16% either divorced, widowed or separated.</p>							
<p>Pregnancy and Maternity¹³</p>	<p>In 2016, there were 5,301 live births (2,726 males and 2,575 females) in Barnet (only 1.3% to mothers aged less than 20 years and 35.7% to mothers aged 30-34 years). The highest birth rate in Barnet was in women aged 30-34 years (116.5 per 1,000 women) in Barnet, compared to 107.3 per 1,000 for London and 112.4 per 1,000 in England, for the same age group (JSNA 2016).</p>							
<p>Race/ Ethnicity¹⁴</p>	<p>Table 2: Population by ethnicity, 2015 (Barnet and Regional)</p> <table border="1" data-bbox="456 1230 1659 1297"> <thead> <tr> <th data-bbox="456 1230 857 1270">Ethnicity</th> <th data-bbox="857 1230 1258 1270">Barnet (%)</th> <th data-bbox="1258 1230 1659 1270">Outer London (%)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Ethnicity	Barnet (%)	Outer London (%)				
Ethnicity	Barnet (%)	Outer London (%)						

¹ ONS (2009): 'Trans Data Position Paper'.

² Census data 2011

White	61.3	57.8
Black, Asian and Minority	38.7	42.2
Other Asian	9.3	8
Indian	7.5	8.9
Other	7.1	4.8
Black African	5.8	6.8
Black other	3.2	4.2
Chinese	2.4	1.2
Pakistani	1.6	3.6
Black Caribbean	1.3	3.4
Bangladeshi	0.7	1.3

Source: GLA Projections (Preferred Options Projections)

Table 2 shows that Barnet has a higher proportion of people from within the white ethnic group than outer London. Almost 40% of the boroughs population is from Black, Asian or Minority Ethnic (BAME) groups. Barnet also has higher rates of the population within Other; Other Asian and Chinese ethnic groups.

GLA projections indicate that the proportion of BAME people in the Borough will increase by 2.3% by 2030. The ethnic groups with the largest projected increase during the same period are 'Other ethnic groups' and 'other Asian group' but all BAME categories are expected to show increases overall.

	<p>Based on 2011 Census data, the most commonly spoken languages after English were Polish, Arabic and Gujarati.</p> <p>Romany Gypsies and Travellers are recognised in law as distinct ethnic groups, therefore they are protected under the Equality Act from discrimination on the basis of race. The West London Gypsy, Travellers and Travelling Show people Accommodation Assessment (GTAA) identified no current or future need in Barnet for pitches and plots for Gypsy and Traveller households as well as Travelling Show people.</p>	
<p>Religion or belief^{f15}</p>	<p>According to the 2011 Census over 75% of the population indicate that they have a religious affiliation. Approximately 41% of the population described their religion as Christian, making this the most common religion within the Borough. There is a significantly high proportion of people describing themselves as Jewish (15%) when compared with London average (0.50%) or nationally (1.8%). 8% of the population were recorded as having 'no religion'.</p> <p>Christianity is particularly concentrated in the Centre and East of the borough, with Underhill, East Barnet and High Barnet wards averaging over 50% of the population.</p> <p>By contrast, the Jewish population is most prevalent in wards across the south and east of the borough in the wards of Garden Suburb, Golders Green and Hendon, accounting for 30% of the populations,</p> <p>Furthermore, the highest proportion of Muslim population is centred in the west of the borough. Colindale, Burnt Oak and West Hendon are particularly prevalent. Indeed, the 2011 census estimates that the Muslim population accounts for almost 20% of the population in Colindale</p>	

Table 3: Religion 2011									
Religion 2011	Christian	Buddhist	Hindu	Jewish	Muslim	Sikh	Other religion	No religion	Religion not stated
Barnet	41.20%	1.30%	6.20%	15.20%	10.30%	0.40%	1.10%	8.40%	8.40%
London	59.40%	0.50%	1.50%	0.50%	5.00%	0.80%	0.40%	7.20%	7.20%
England	48.40%	1.00%	5.90%	1.80%	12.40%	1.50%	0.60%	8.50%	8.50%

Sex¹⁶	<p>The resident population in 2011 in Barnet was 356,286 of which 51.55% was female and 48.45% was male. However, the Joint Strategic Needs Assessment (JSNA) for Barnet shows that women have a longer life expectancy than men³. This is likely to have implications on the female population of the Borough. For example, there is a higher proportion of women in the borough who suffer from circulatory and respiratory diseases⁴. In addition, there is a higher proportion of women across all age groups, but particularly in those aged 75+ who have been diagnosed with dementia⁵.</p>	
Sexual Orientation¹⁷	<p>There is no borough data available on this protected characteristic. However, statistics relating to sexual identity are available nationally and at a regional level.</p> <p>In 2016, estimates from the Annual Population Survey (APS)⁶ showed that 93.4% of the UK population identified as heterosexual or straight and 2.0% of the population identified themselves as lesbian, gay or bisexual (LGB). This comprised of:</p> <ul style="list-style-type: none"> • 1.2% identifying as gay or lesbian 	

³ JSNA shows that the average life expectancy for women in Barnet is 85 and 83 for men.

⁴ Barnet JSNA (2019)

⁵ Barnet Dementia Needs Assessment (2019) Kayikci, S.

⁶ Office of National Statistics (2017)

	<ul style="list-style-type: none"> 0.8% identifying as bisexual A further 0.5% of the population identified themselves as “Other”, which means that they did not consider themselves to fit into the heterosexual or straight, bisexual, gay or lesbian categories. <p>In addition, 2011 census data showed that 0.21% of Barnet residents (aged 16+) were in a same sex civil partnership.</p>	
Other relevant groups ¹⁸	None identified	

4. Assessing impact

What does the evidence tell you about the impact your proposal may have on groups with protected characteristics ¹⁹?

Protected characteristic	For each protected characteristic, explain in detail what the evidence is suggesting and the impact of your proposal (if any). Is there an impact on service deliver? Is there an impact on customer satisfaction? Click the appropriate box on the right to indicate the outcome of your analysis.	Positive impact	Negative impact		No impact
			Minor	Major	
Age	It is likely that an increase to the CIL received will have a positive impact on all age groups as it will provide additional funding for community infrastructure which is used by a range of age groups. Funds raised from CIL have already been allocated towards improvements to nurseries and provision of equipment to help people that may need care to stay in their own homes for longer (community equipment and assistive technology) which benefit younger and older age groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	People with disabilities are likely to be positively affected by the CIL implementation as the funds raised may be allocated to particular projects which will increase the capacity and enhance the accessibility of community facilities in the city. CIL can be used to improve the accessibility of community buildings, the public realm and public transport and so is likely to have a positive impact on the lives of people with disabilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Gender reassignment	It is considered that increased CIL income will benefit all types of people. No specific impact relating to gender reassignment has been identified during this assessment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and Civil Partnership	It is considered that increased CIL income will benefit all types of people. No specific impact relating to marriage or civil partnership has been identified during this assessment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and Maternity	The increase to the CIL rate will allow for more improvements to community infrastructure to be made which may benefit women who are pregnant or on maternity leave. Improvements to the public realm or public transport may also benefit pregnant women or women on maternity leave.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race/ Ethnicity	The increase to the CIL income has the potential to have a positive impact upon people from ethnic minority groups through enhancing provision of community facilities which cater for the needs of these groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	It is considered that increased CIL income will benefit all types of people. No specific impact relating to religion or belief has been identified during this assessment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	No specific impact relating to gender has been identified during this assessment. An increase in CIL income is likely to have a positive impact on both male and female residents and service users alike through developing and improving community infrastructure required in the local area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual Orientation	It is considered that increased CIL income will benefit all types of people. No specific impact relating to sexual orientation has been identified during this assessment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

5. Other key groups Are there any other vulnerable groups that might be affected by the proposal? <i>These could include carers, people in receipt of care, lone parents, people with low incomes or unemployed</i>	Positive impact	Negative impact		No impact
		Minor	Major	

Key groups	None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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6. Cumulative impact²⁰

Considering what else is happening within the council and Barnet could your proposal contribute to a cumulative impact on groups with protected characteristics?

Yes No

If you clicked the Yes box, which groups with protected characteristics could be affected and what is the potential impact? Include details in the space below

7. Actions to mitigate or remove negative impact

Only complete this section if your proposals may have a negative impact on groups with protected characteristics. These need to be included in the relevant service plan for mainstreaming and performance management purposes.

Group affected	Potential negative impact	Mitigation measures ²¹	Monitoring ²²	Deadline date	Lead Officer
		<i>If you are unable to identify measures to mitigate impact, please state so and provide a brief explanation.</i>	<i>How will you assess whether these measures are successfully mitigating the impact?</i>		

8. Outcome of the Equalities Impact Assessment (EIA) ²³

Please select one of the following four outcomes

Proceed with no changes

The EIA has not identified any potential for a disproportionate impact and all opportunities to advance equality of opportunity are being addressed

Proceed with adjustments

Adjustments are required to remove/mitigate negative impacts identified by the assessment

Negative impact but proceed anyway

This EIA has identified negative impacts that are not possible to mitigate. However, it is still reasonable to continue with the activity. Outline the reasons for this and the information used to reach this decision in the space below

Do not proceed

This EIA has identified negative impacts that cannot be mitigated and it is not possible to continue. Outline the reasons for this and the information used to reach this decision in the space below

Reasons for decision

The EIA has not identified any potential for a disproportionate impact and all opportunities to advance equality of opportunity are being addressed

Sign-off

9. Sign off and approval by Head of Service / Strategic lead ²⁴	
Name Neeru Kareer	Job title Assistant Director Planning & Building Control
<input checked="" type="checkbox"/> Tick this box to indicate that you have approved this EIA	Date of approval: 29.01.2021
<input checked="" type="checkbox"/> Tick this box to indicate if EIA is to be published	Date of next review: Dec 2021

Footnotes: guidance for completing the EIA template

¹ The following principles explain what we must do to fulfil our duties under the Equality Act when considering any new policy or change to services. They must all be met or the EIA (and any decision based on it) may be open to challenge:

- **Knowledge:** everyone working for the council must be aware of our equality duties and apply them appropriately
- **Timeliness:** the duty applies at the time of considering proposals and before a final decision is taken
- **Real Consideration:** the duty must be an integral and rigorous part of your decision-making and must influence the process.
- **Sufficient Information:** you must assess what information you have and what is needed to give proper consideration.
- **No delegation:** the council is responsible for ensuring that anyone who provides services on our behalf complies with the equality duty.
- **Review:** the equality duty is a continuing duty – it continues after proposals are implemented/reviewed.
- **Proper Record Keeping:** we must keep records of the process and the impacts identified.

² Our duties under the Equality Act 2010

The council has a legal duty under this Act to show that we have identified and considered the impact and potential impact of our activities on all people with ‘protected characteristics’ (see end notes 9-19 for details of the nine protected characteristics). This applies to policies, services (including commissioned services), and our employees.

We use this template to do this and evidence our consideration. You must give ‘due regard’ (pay conscious attention) to the need to:

- **Avoid, reduce or minimise negative impact:** if you identify unlawful discrimination, including victimisation and harassment, you must stop the action and take advice immediately.
- **Promote equality of opportunity:** by
 - Removing or minimising disadvantages suffered by people with a protected characteristic
 - Taking steps to meet the needs of these groups
 - Encouraging people with protected characteristics to participate in public life or any other activity where participation is disproportionately low
 - Consider if there is a need to treat disabled people differently, including more favourable treatment where necessary
- **Foster good relations between people who share a protected characteristic and those who don’t:** e.g. by promoting understanding.

³ EIAs should always be proportionate to:

- The size of the service or scope of the policy/strategy
- The resources involved
- The size of the likely impact – e.g. the numbers of people affected and their vulnerability

The greater the potential adverse impact of the proposal on a protected group (e.g. disabled people) and the more vulnerable the group is, the more thorough and demanding the process required by the Act will be. Unless they contain sensitive data – EIAs are public documents. They are published with Cabinet papers, Panel papers and public consultations. They are available on request.

⁴ When to complete an EIA:

- When developing a new policy, strategy, or service

- When reviewing an existing service, policy or strategy
- When making changes that will affect front-line services
- When amending budgets which may affect front-line services
- When changing the way services are funded and this may impact the quality of the service and who can access it
- When making a decision that could have a different impact on different groups of people
- When making staff redundant or changing their roles

Wherever possible, build the EIA into your usual planning and review processes.

Also consider:

- Is the policy, decision or service likely to be relevant to any people because of their protected characteristics?
- How many people is it likely to affect?
- How significant are its impacts?
- Does it relate to an area where there are known inequalities?
- How vulnerable are the people who will be affected?

If there are potential impacts on people but you decide not to complete an EIA you should document your reasons why.

⁵ **Title of EIA:** This should clearly explain what service / policy / strategy / change you are assessing.

⁶ **Focus of EIA:** A member of the public should have a good understanding of the proposals being assessed by the EIA after reading this section. Please use plain English and write any acronyms in full first time - eg: 'Equality Impact Assessment (EIA)'

This section should explain what you are assessing:

- What are the main aims or purpose of the proposed change?
- Who implements, carries out or delivers the service or function in the proposal? Please state where this is more than one person or group, and where other organisations deliver it under procurement or partnership arrangements.
- How does it fit with other services?
- Who is affected by the service, or by how it is delivered? Who are the external and internal service-users, groups, or communities?
- What outcomes do you want to achieve, why and for whom? E.g.: what do you want to provide, what changes or improvements, and what should the benefits be?
- What do existing or previous inspections of the service tell you?
- What is the reason for the proposed change (financial, service, legal etc)? The Act requires us to make these clear.

⁷ **Data & Information:** Your EIA needs to be informed by data. You should consider the following:

- What data is relevant to the impact on protected groups is available? (is there an existing EIA?, local service data, national data, community data, similar proposal in another local authority).
- What further evidence is needed and how can you get it? (e.g. further research or engagement with the affected groups).
- What do you know from service/local data about needs, access and outcomes? Focus on each characteristic in turn.
- What might any local demographic changes or trends mean for the service or function? Also consider national data if appropriate.

- Does data/monitoring show that any policies or practices create particular problems or difficulties for any group(s)?
- Is the service having a positive or negative effect on particular people or groups in the community?

⁸ What have people told you about the service, function, area?

- Use service user feedback, complaints, audits
- Conduct specific consultation or engagement and use the results
- Are there patterns or differences in what people from different groups tell you?
- Remember, you must consult appropriately and in an inclusive way with those likely to be affected to fulfil the equality duty.
- You can read LBB [Consultation and Engagement toolkit](#) for full advice or contact the Consultation and Research Manager, rosie.evangelou@barnet.gov.uk for further advice

⁹ Age: People of all ages, but consider in particular children and young people, older people and carers, looked after children and young people leaving care. Also consider working age people.

¹⁰ Disability: When looking at disability, consideration should be given to people with different types of impairments: physical (including mobility), learning, aural or sensory (including hearing and vision impairment), visible and non-visible impairment. Consideration should also be given to: people with HIV, people with mental health needs and people with drug and alcohol problems. People with conditions such as diabetes and cancer and some other health conditions also have protection under the Equality Act 2010.

¹¹ Gender Reassignment: In the Act, a transgender person is someone who proposes to, starts or has completed a process to change their gender. A person does not need to be under medical supervision to be protected. Consider transgender people, transsexual people and transvestites.

¹² Marriage and Civil Partnership: consider married people and civil partners.

¹³ Pregnancy and Maternity: When looking at pregnancy and maternity, give consideration to pregnant women, breastfeeding mothers, part-time workers, women with caring responsibilities, women who are lone parents and parents on low incomes, women on maternity leave and 'keeping in touch' days.

¹⁴ Race/Ethnicity: Apart from the common ethnic groups, consideration should also be given to Traveller communities, people of other nationalities outside Britain who reside here, refugees and asylum seekers and speakers of other languages.

¹⁵ Religion and Belief: Religion includes any religion with a clear structure and belief system. As a minimum you should consider the most common religious groups (Christian, Muslim, Hindu, Jews, Sikh, Buddhist) and people with no religion or philosophical beliefs.

¹⁶ Sex/Gender: Consider girls and women, boys and men, married people, civil partners, part-time workers, carers (both of children with disabilities and older cares), parents (mothers and fathers), in particular lone parents and parents on low incomes.

¹⁷ Sexual Orientation: The Act protects bisexual, heterosexual, gay and lesbian people.

¹⁸ Other relevant groups: You should consider the impact on our service users in other related areas.

¹⁹ Impact: Your EIA must consider fully and properly actual and potential impacts against each protected characteristic:

- The equality duty does not stop changes, but means we must fully consider and address the anticipated impacts on people.

- Be accurate and transparent, but also realistic: don't exaggerate speculative risks and negative impacts.
- Be detailed and specific where you can so decision-makers have a concrete sense of potential effects.
- Questions to ask when assessing whether and how the proposals impact on service users, staff and the wider community:
 - Are one or more protected groups affected differently and/or disadvantaged? How, and to what extent?
 - Is there evidence of higher/lower uptake of a service among different groups? Which, and to what extent?
 - Does the project relate to an area with known inequalities (where national evidence or previous research is available)?
 - If there are likely to be different impacts on different groups, is that consistent with the overall objective?
 - If there is negative differential impact, how can you minimise that while taking into account your overall aims?
 - Do the effects amount to unlawful discrimination? If so the plan **must** be modified.
 - Does it relate to an area where equality objectives have been set by LBB in our [Barnet 2024 Plan](#) and our [Strategic Equality Objective](#)?

²⁰ **Cumulative Impact**

You will need to look at whether a single decision or series of decisions might have a greater negative impact on a specific group and at ways in which negative impacts across the council might be minimised or avoided.

²¹ **Mitigating actions**

- Consider mitigating actions that specifically address the impacts you've identified and show how they will remove, reduce or avoid any negative impacts
- Explain clearly what any mitigating measures are, and the extent to which you think they will reduce or remove the adverse effect
- Will you need to communicate or provide services in different ways for different groups in order to create a 'level playing field'?
- State how you can maximise any positive impacts or advance equality of opportunity.
- If you do not have sufficient equality information, state how you can fill the gaps.

²² **Monitoring:** The Equality Duty is an ongoing duty: policies must be kept under review, continuing to give 'due regard' to the duty. If an assessment of a broad proposal leads to more specific proposals, then further monitoring, equality assessment, and consultation are needed.

²³ **Outcome:**

- Make a frank and realistic assessment of the overall extent to which the negative impacts can be reduced or avoided by the mitigating measures. Also explain what positive impacts will result from the actions and how you can make the most of these.
- Make it clear if a change is needed to the proposal itself. Is further engagement, research or monitoring needed?
- Make it clear if, as a result of the analysis, the policy/proposal should be stopped.

²⁴ **Sign off:** You will need to ensure the EIA is signed off by your Head of Service, agree whether the EIA will be published, and agree when the next review date for the EIA will be.