

Equalities Impact Assessment (EqIA)

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

EqIAs 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 EqIA 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 EqIA must be completed before any decisions are made or policy agreed so that the EqIA 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 EqIA⁴.

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 EqIA with your Equalities Champion and the final/updated version at the end of the project.
- Major EqIAs should be reviewed by the relevant Head of Service.
- Examples of completed EqIAs can be found on the Equalities Hub

1. Responsibility for the EqIA

Title of proposal ⁵	Graham Park North East
Name and job title of completing officer	Cheryl Scott, Senior Project Manager
Head of service area responsible	Susanna Morales, Development Manager and Meera Bedi, Head of Development – New Build Team
Equalities Champion supporting the EqIA	
Performance Management rep	N/A
HR rep (for employment related issues)	N/A
Representative (s) from external stakeholders	Deborah Beckford, Senior Community Engagement Officer and Kelly Edwards, Instinctif

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 type="checkbox"/>
Budget Saving <input checked="" type="checkbox"/>	Other <input checked="" type="checkbox"/>
If budget saving, please specify value below: Grahame Park is undergoing improvement and compliancy and essential health and safety improvement works being carried out by our Property Services Team. By bringing forward the regeneration of plots 13-16, there could be savings against these works costs.	If other please specify below: New Build development project on behalf of the London Borough of Barnet.

<p>The New Build team will work with Property Services to produce a detailed programme that will identify the sequence of decanting and demolition to identify any savings in the future.</p>	
<p><i>Please outline in no more than 3 paragraphs⁶:</i></p> <p>The Grahame Park North East project encompasses plots 13-16 of the original Grahame Park Estate Masterplan. The masterplan was approved in 2004, securing outline planning consent. The site is approximately 4.06ha, it is bounded by Field Mead to the north and Corner Mead to the east. There are currently 157 existing homes within this phase, with 20 leaseholders and 137 tenants.</p> <p>The Strategic Outline Case for the project was approved by the Housing & Growth Committee in June 2021. This approval enabled Barnet Homes to progress the design ahead of a planning submission and to start engaging with the local community. See report here: https://barnet.moderngov.co.uk/documents/s65214/Strategic%20Outline%20Case%20for%20the%20Regeneration%20of%20Part%20of%20Grahame%20Park%20Estate%20by%20Barnet%20Council.pdf</p> <p>Barnet Homes has now completed a RIBA stage 2a design study, assessed the site constraints, started community engagement and commenced financial appraisal and viability modelling. This shows there is the capacity to develop 505 homes in this phase. The aim is for a policy compliant, sustainable and good quality housing development. All of the strategic aims are in line with the Barnet Plan 2021-2025 and the Barnet Growth Strategy 2019-30.</p> <p>As part of the planning application process, the project will be classed as a Major Application for both the Local Planning Authority and the Greater London Authority (GLA). A comprehensive EqIA will be produced in support of the application.</p>	

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 Joint</i>	What do people tell you⁸?

	<i>Strategic Needs Assessment, or data about the council's workforce</i>	<i>Provide a summary of relevant consultation and engagement including surveys and other research with stakeholders, newspaper articles correspondence etc.</i>
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<p>Age⁹</p>	<p>Potential issues concerning rehoming elderly residents.</p> <p>For elderly residents living near the site, there could be an impact from noise and construction traffic if the project proceeds.</p> <p>Elderly leaseholders who are owner occupiers may not have the ability to secure a mortgage or access additional funds if the compensation payable is not sufficient to acquire a property in the locality.</p>	<p>Our Housing Management Team will assess each individual resident and ensure support is in place for those with mobility issues and general anxiety that could be caused by moving.</p> <p>Whilst our surveys taken at the Urban Gamez event in August was not age specific, we feel issues around safety and mental health are likely to affect people of all ages.</p> <p>The need to have community spaces that are inclusive and welcome the elderly in the proposed scheme was highlighted at the previous workshop.</p> <p>We will establish further details once our Housing Management Team have had the opportunity to assess all residents for re-housing. Housing Management will deliver a Decant Strategy that will address all housing options available to residents irrespective of tenure.</p> <p>Leaseholders will be assisted in looking for suitable alternative accommodation and by applying CPO rules the additional 10% plus disturbance will hopefully assist in providing an increased budget. We will also be investigating equity share options together with the possibility of making retained stock available. We will have a named officer and the leaseholders will have access to independent advice to explore all options</p>
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Disability ¹⁰	Tenants/leaseholders in existing homes adapted for specific needs may have concerns about access to homes that meet their needs.	Our decanting / acquisitions policy will need to address moving to homes with adaptations that accommodate those with Disabilities. The decant policy must ensure via the housing needs application process that all future housing needs are accommodated. Compensation to leaseholders will need to reflect the cost of adaptations Previous workshops highlighted the need for play spaces/equipment to cater for children with disabilities and this will be addressed in design following further community engagement.
Gender reassignment ¹¹	No Foreseen impacts	None identified during the previous consultations
Marriage and Civil Partnership ¹²	No Foreseen impacts	None identified during the previous consultations
Pregnancy and Maternity ¹³	<p>Site logistics at the time of decanting and commencing works that include demolition could impact those with small children as well as those who are pregnant.</p> <p>Concerns regarding noise, dust and general disruption are common in regeneration estates.</p> <p>Prior to any works commencing we have a statutory duty to approve a method statement that sets out the controls in place for managing noise, dust, and any construction traffic.</p> <p>The appointed contractor will be required to employ a Resident Liaison Officer who will work with residents, report complaints, and ensure that the site works run to strict controls.</p>	In previous workshops, nursery provision and community facilities especially for young children were raised – this will be addressed in the design and further community engagement.

	<p>In addition, Barnet Homes will also have a project management role and regularly update residents on programme and encourage residents to provide feedback on any concerns on site.</p> <p>A key objective of the community engagement strategy is to encourage residents to form a steering group specific to GPNE and work closely with officers throughout the process.</p>	
<p>Race/ Ethnicity¹⁴</p>	<p>Graham Park has a large BME community and large Muslim community who currently use some community buildings for prayers on Fridays.</p>	<p>We are mindful that some residents may have English as a second language and therefore require translation services.</p> <p>As part of our community engagement strategy, we will ensure that all residents are encouraged to join a resident steering group.</p> <p>By having a resident steering group, we can actively encourage residents to get involved and provide suggestions as to the use of the proposed commercial / community spaces.</p> <p>We will also provide translations services when required – to ensure that all residents receive a fair service and encourage community engagement.</p> <p>Our Housing Management Team when assessing applicants for re-housing will need to be aware of members of the community that live in a close-knit environment and may rely on others in the community for support.</p>

<p>Religion or belief¹⁵</p>	<p>As stated, Grahame Park has a large Muslim population that use facilities in The Concourse for Friday prayers and community activities</p>	<p>Whilst NHG will be re developing the Concourse, our Community Engagement Strategy will be inclusive, we will also work with NHG on a range of community initiatives that are available to the entire estate.</p> <p>We have previously invited faith groups to our community engagement events and these groups remain as key stakeholders:</p> <ul style="list-style-type: none"> • GPISCO HAWA Peace and United Mosque • St Margaret Clitherow RC Church • Jain Centre London • St John's United Reformed Church • Living Way Ministries • Trinity Church
<p>Sex¹⁶</p>	<p>No foreseen impacts however we are mindful of issues around health and safety and drug use on the estate, this can be exacerbated during decanting and demolition.</p>	<p>We will take advice from our Housing Management colleagues on how to manage void properties.</p> <p>We will engage with the local police / safer neighbourhood teams.</p> <p>Our engagement strategy is inclusive and includes sufficient outreach to ensure 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), lone parents and parents on low incomes can be engaged.</p>
<p>Sexual Orientation¹⁷</p>	<p>No foreseen impacts</p>	<p>None identified during the previous consultations</p>

Other relevant groups¹⁸	None identified during the previous consultations	<p>Site logistics may affect access into homes.</p> <p>Noise levels, construction traffic and residents moving can impact the vulnerable.</p> <p>This will be addressed in the contractor's risk assessment and health and safety plans. These are reviewed by health and safety consultants.</p>
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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	

<p>Age</p>	<ul style="list-style-type: none"> - Our engagement strategy includes methods of engaging with people of all ages, in particular children and young people, older people and carers, looked after children and young people leaving care. - We will only work with contractors / suppliers that are signed up to the Considerate Contactors Scheme. - Planning conditions will limit the amount of time specific works can take place. - The appointed contractor will deliver health and safety polices and will be required to produce a method statement of works. - The contractor will be required to employ a Resident Liaison Officer who is available to residents during working hours. - All temporary paths and or temporary construction will be subject to Barnet Homes approvals. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Disability</p>	<ul style="list-style-type: none"> - Our engagement strategy aims to include people with all abilities and disabilities. - We will only work with contractors / suppliers that are signed up to the considerate contactors scheme and must take account and mitigate against noise, pollution, hazards, waste management and ensure full consideration for those living amongst construction works - Planning conditions will limit the amount of time specific works can take - The appointed contractor will deliver health and safety polices and will be required to produce a method statement of works - The contractor will be required to employ a Resident Liaison Officer who is available to residents during working hours <p>All temporary paths and or temporary construction will be subject to Barnet Homes approvals</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Gender reassignment</p>	<p>No foreseen impacts</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Marriage and Civil Partnership	No foreseen impacts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and Maternity	<p>Children will be considered in all aspects of the engagement and design process.</p> <p>Site logistics may affect mobility around the estate or to clear exit routes.</p> <p>This will be addressed in the contractor's risk assessment and health and safety plans. These are reviewed by health and safety consultants.</p> <p>The contractor will provide safe temporary paths and access ways to ensure no hazards are present</p> <p>The contractor will be required to sign up to the Considerate Constructors Scheme which monitors and reports on their site practices.</p> <p>Additionally, the contractor will limit loud noise to restricted times, in compliance with planning conditions</p> <p>A Resident Liaison Officer (RLOs) will be provided by the contractor to keep open communication with residents and stakeholders.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race/ Ethnicity	<p>May be affected in terms of communications and language barrier.</p> <p>Survey residents for language preferences at start of project to ensure translations are provided where necessary.</p> <p>Support needs of the BME community will need to be considered in the forthcoming Allocations Policy and Decanting Strategy</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	No foreseen impacts however we work with NHG and ensure a consistent community engagement strategy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sex	We will canvass opinion amongst women who may feel unsafe about parts of the estate during decanting and pre demolition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	No foreseen impacts however we want to ensure full representation of all groups with respect to forming a resident steering group	<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	<p>Carers</p> <p>People with mental health issues</p> <p>Site logistics may affect access into homes.</p> <p>Site logistics may be noisy and cause distress for some vulnerable residents.</p> <p>This will be addressed in the contractor’s risk assessment and health and safety plans. These are reviewed by health and safety consultants.</p> <p>The contractor will be required to sign up to the Considerate Constructors Scheme which monitors and reports on their site practices.</p> <p>Additionally, the contractor will limit loud noise to restricted times, in compliance with planning conditions</p> <p>A Resident Liaison Officer (RLOs) will be provided by the contractor to keep open communication with residents and stakeholders.</p> <p>Our Community Engagement Strategy will seek to identify key stakeholders who work in health and wellbeing in order that Barnet Homes can assist with sign posting residents to a range of support services.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

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

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

Please select one of the following four outcomes

Proceed with no changes

Proceed with adjustments

Negative impact but proceed anyway

Do not proceed

Reasons for decision

Sign-off

9. Sign off and approval by Head of Service / Strategic lead²⁴

Name	Job title	
<input type="checkbox"/> Tick this box to indicate that you have approved this EqIA	Date of approval:	
<input type="checkbox"/> Tick this box to indicate if EqIA has been published Date EqIA was published: Embed link to published EqIA:	Date of next review:	

Footnotes: guidance for completing the EqIA 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 EqIA (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 EqIAs 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 – EqIAs are public documents. They are published with Cabinet papers, Panel papers and public consultations. They are available on request.

⁴ When to complete an EqIA:

- When developing a new policy, strategy, or service
- When reviewing an existing service, policy or strategy

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- 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 EqIA 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 EqIA you should document your reasons why.

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

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

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 EqIA 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 EqIA?, 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)?

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- 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 EqIA 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.

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- 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 EqIA is signed off by your Head of Service, agree whether the EqIA will be published, and agree when the next review date for the EqIA will be.