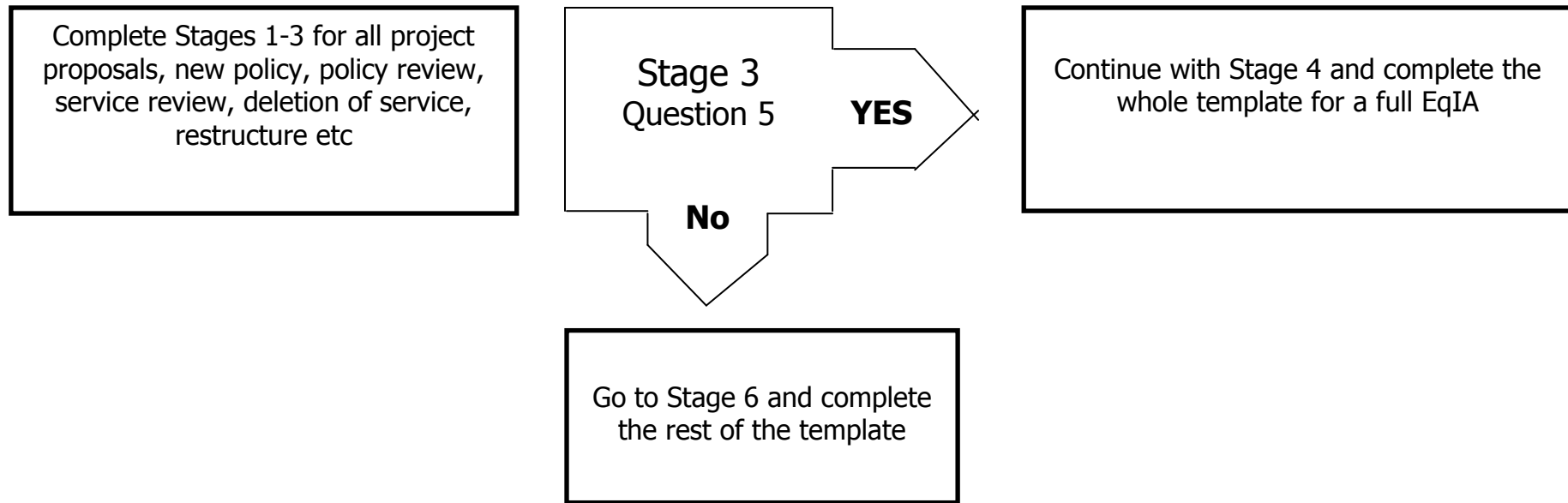


Equality Impact Assessment Template

The Council has revised and simplified its Equality Impact Assessment process (EqIA). There is now just one Template. Lead Officers will need to complete **Stages 1-3** to determine whether a full EqIA is required and the need to complete the whole template.



- In order to complete this assessment, it is important that you have read the Corporate Guidelines on EqIAs and preferably completed the EqIA E-learning Module.
- You are also encouraged to refer to the EqIA Template with Guidance Notes to assist you in completing this template.
- SIGN OFF: All EqIAs need to be signed off by your Directorate Equality Task Groups.
- Legal will NOT accept any report without a fully completed, Quality Assured and signed off EqIA.
- The EqIA Guidance, Template and sign off process is available on the Hub under Equality and Diversity

Equality Impact Assessment (EqIA) Template

Type of Decision: Tick ✓	<input type="checkbox"/>	Cabinet	<input type="checkbox"/>	Portfolio Holder	<input type="checkbox"/>	Other (explain)
Date decision to be taken:						
Value of savings to be made (if applicable):						
Title of Project:	Economic Development Place					
Directorate / Service responsible:	Economic Development					
Name and job title of Lead Officer:	Shehzad Ahmed, Economic Development Officer, Place					
Name & contact details of the other persons involved in the assessment:	Mark Billington – mark.billington@harrow.gov.uk Alka Maharjan – alka.maharjan@harrow.gov.uk					
Date of assessment (including review dates):						

Stage 1: Overview

<p>1. What are you trying to do?</p> <p>(Explain your proposals here e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)</p>	<p>Our Economic Development ‘Place’ objective is to transform neighbourhoods and town centres into vibrant places and spaces for people to meet, shop and develop their commercial ventures.</p> <p>We believe strengthening the role of district centres and shopping parades, and transforming underused or tired spaces, will improve their offer and appearance and in turn enhance vibrancy and increase economic vitality. It will also raise footfall levels.</p> <p>The development of our ‘place’ programme will be supported by</p> <ul style="list-style-type: none"> The delivery of the Good Growth Fund project – Funded by the GLA this two part project will create i) a new public square adjacent to the former Cumberland Hotel as an outdoor space for entertainment, housing kiosks, a place to play and for markets ii) a fully fitted test trade restaurant to help food entrepreneurs test their restaurant concept, with business support provided General improvements to public realm in areas where space is underused, neglected and may pose a health and antisocial activity risk, these currently
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include Wealdstone Square, Rayners Lane Triangle and Station Road.

- Continuing activities to support Harrow entrepreneurs pursue their commercial ventures. This may be through: fitting out buildings in lieu of subsidised rents for new business start ups; occupying unused buildings and providing shared workspaces for entrepreneurs; working with existing high street businesses to 'share' their window fronts with new start up businesses; and management of 'kiosk' pods offered to new entrepreneurs on a revolving basis to market their business.
- Maintaining the festive lights initiative which purchases and maintains wrap around lights on lampposts in the borough's district and neighbourhood centres, which are switched on during the main festivals.
- Hosting of events to encourage additional footfall into district centres or shopping parades. Organised in partnership with local trader groups and the community, events include entertainment, street markets, fetes, workshops and consultations. Also working with stakeholders to activate spaces, buildings and kiosks.
- Working in partnership with existing traders groups to deliver activities within district areas to encourage more shoppers. Where such groups do not exist within an area, we will help set them up and develop an action plan for delivery and assist in delivering the actions.
- Consultation and engagement activities with businesses and residents on existing and future projects, to ensure we are delivering schemes supported by our residents and which meet their needs and demands. Where projects allow, we will aim to upskill the local business and resident community to contribute to project designs, direction and any other output, benefit or activity related to the project.
- Sourcing external funding as suitable opportunities arise to help fund new projects and programmes. This may be through open and competitive bidding applications or through 'crowdfund' initiatives funded by supporters of an individual project. Also seeking sponsorship opportunities and allocating them to

activities, projects, events or competitions.

- Ongoing evaluation of programmes and projects to ensure objectives, aims and milestones have been met and that our intervention seeks to make a difference to the borough and improved resident's health and quality of life.

Ongoing monitoring and setting up of governance structures to ensure projects are delivered according to milestones and targets. Governance structures are set up to comprise of key specialists from a range of professions and interests suited to that individual project. Local stakeholders including businesses and residents will form part of these structures along with Members.

2. Who are the main groups / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Residents / Service Users	✓	Partners	✓	Stakeholders	✓
	Staff	✓	Age	✓	Disability	✓
	Gender Reassignment	✓	Marriage and Civil Partnership	✓	Pregnancy and Maternity	✓
	Race	✓	Religion or Belief	✓	Sex	✓
	Sexual Orientation	✓	Other			

3. Is the responsibility shared with another directorate, authority or organisation? If so:

- Who are the partners?
- Who has the overall responsibility?
- How have they been involved in the assessment?

Key partners are Regeneration and Planning, Transport, Highways and Asset Management and Communications. Economic Development team are leading and reporting to a Regeneration Board led by the Leader of the Council and including Portfolio Holders for Housing, Finance, Regeneration and Planning.

Stage 2: Evidence & Data Analysis

4. What evidence is available to assess the potential impact of your proposals? This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys, press reports, letters from residents and complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated for any Protected Characteristic), you should include this as an action to address in

your Improvement Action Plan at Stage 6)		
Protected Characteristic	Evidence	Analysis & Impact
Age (including carers of young/older people)	<p><u>Chartered Institute of Building Inquiry into Skills in the UK Construction Industry</u>, EC Harris, 2014, London</p> <p><u>Prime Residential Development Pipeline: The race to secure capacity</u></p> <p><u>COIB report: Skills in the UK Construction industry, April 2013</u></p>	<p>Delivery of our 'place' programme provides opportunities for construction jobs and apprenticeships for young people. The following reports identified the need to develop apprenticeships and address the changing demographics of the workforce:</p> <p>Working with young people is important to this work stream. In our Wealdstone Square project we provided an opportunity for eight local 17 and 18 year olds to design and make a range of public furniture. The group worked with multi-disciplinary designers Silo to design, prototype and test different pieces of furniture for the square. The project – Wealdstone Youth Workshop – ran from July to October 2017</p>
Disability (including carers of disabled people)	<p><u>RSA/Populus microbusiness survey (March 2014)</u></p>	<p>The programme will ensure support for business start up and growth. Self-employment and starting a business can be a particularly effective alternative to employment or unemployment for some groups such as ex-offenders or disabled people.</p> <p><u>RSA/Populus microbusiness survey (March 2014)</u> two-thirds of business owners (66%) think that working for themselves is important for being able to live where they would like; 54% for working around their own physical health conditions; and 37% for being able to care for older relatives.</p>
Gender Reassignment	<p>Vitality Profiles, GLA Datasets, Local Economic Assessment reviewed no data to determine impact. Although improving infrastructure; housing, transport,</p>	

	schools, creating jobs and improving access to employment, skills development, and business start up will be of universal benefit	
Marriage / Civil Partnership	Vitality Profiles, GLA Datasets, Local Economic Assessment reviewed no data to determine impact. Although improving infrastructure; housing, transport, schools, creating jobs and improving access to employment, skills development, and business start up will be of universal benefit	
Pregnancy and Maternity	Vitality Profiles, GLA Datasets, Local Economic Assessment reviewed no data to determine impact. Although improving infrastructure; housing, transport, schools, creating jobs and improving access to employment, skills development, and business start up will be of universal benefit	
Race	<u>ESIF Programme for Basic Skills and Job readiness</u>	<p>Addressing the skills base of low paid workers through our 'place' agenda would have a positive impact on addressing income equality for BAME groups, which experience the highest levels of low pay in London, it would also help to address the ESOL needs, which have been identified as a barrier to employment. Evidence base <u>ESIF Programme for Basic Skills and Job readiness</u>. See also evidence base for Socio Economic groups.</p> <p>The wards with the lowest life expectancy, highest unemployment, fuel poverty, and greatest overcrowding are predominantly in the Heart of Harrow Opportunity Area. Addressing these issues through the implementation of our</p>

		<p>programme will have a positive impact on this Protected Characteristic</p> <p>Greenhill, Roxbourne and Wealdstone wards have the lowest life expectancy in Harrow. Life expectancy has actually decreased in Greenhill and West Harrow. Unemployment figures are also highest in Greenhill, Wealdstone and Roxbourne wards and overcrowding is highest in Greenhill, Marlborough and Edgware. At ward level Marlborough (191) and Wealdstone (135) have the highest number of households in need of re-housing. These respectively have a BAME population of 77% and 75%.</p> <p>The highest rates of overcrowding is in Greenhill (97.5 per 1,000 households) and a BAME population of 74% (<u>2011 census</u>)</p> <p>The data shows a relationship between life expectancy, unemployment, fuel poverty and overcrowding which. The wards in which the above occur have high BAME populations. Addressing unemployment and housing need in the Opportunity Area will have a positive impact for this protected characteristic</p>
Religion and Belief		<p>The faith breakdown in the opportunity area tends to mirror the rest of the borough, although there are proportionately more followers of Islam in the Opportunity Area, and slighter lower Hindus. Initiatives to improve infrastructure; housing, transport, schools, create jobs and improve access to employment, skills development, and business start up will be of universal benefit to all within this characteristic. There is a higher proportion of Bangladeshi and Pakistanis who tend to be followers of</p>

		Islam. Those ethnic groups have lower economic activity levels (66%) than Indians (72%) and the borough average (78%).
Sex / Gender	<u>Small Business Survey 2012: businesses led by women and ethnic minorities, March 2013</u>	Our 'place' programme has actions to promote business growth and self employment, traditionally women and BME groups tend to be underrepresented as business owners in both the UK and London. It is estimated that only 18.0 per cent of SMEs are majority women-led and 6.3 per cent of SMEs are minority ethnic group led (MEG-led). BIS, <u>Small Business Survey 2012: businesses led by women and ethnic minorities, March 2013</u>
Sexual Orientation	<p>Validity Profiles, GLA Datasets, Local Economic Assessment reviewed no data to determine impact. Although improving infrastructure; housing, transport, schools, creating jobs and improving access to employment, skills development, and business start up will be of universal benefit</p>	

Stage 3: Assessing Potential Disproportionate Impact

5. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

	Age (including carers)	Disability (including carers)	Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Race	Religion and Belief	Sex	Sexual Orientation
Yes									
No	✓	✓	✓	✓	✓	✓	✓	✓	✓

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, complete a FULL EqIA.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.

- **NO** - If you have ticked 'No' to all of the above, then go to **Stage 6**

- Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 6

Stage 4: Further Consultation / Additional Evidence

6. What further consultation have you undertaken on your proposals as a result of your analysis at **Stage 3**?

Who was consulted? What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? E.g. revising your proposals

Stage 5: Assessing Impact

7. What does your evidence tell you about the impact on the different Protected Characteristics? Consider whether the evidence shows potential for differential impact, if so state whether this is a positive or an adverse impact? If adverse, is it a minor or major impact?

Protected Characteristic	Positive Impact	Adverse Impact	Explain what this impact is, how likely it is to happen and the extent of impact if it was to	What measures can you take to mitigate the impact or advance equality of opportunity?

	✓	Minor ✓	Major ✓	occur. Note – Positive impact can also be used to demonstrate how your proposals meet the aims of the PSED Stage 7	E.g. further consultation, research, implement equality monitoring etc (Also Include these in the Improvement Action Plan at Stage 6)
Age (including carers of young/older people)					
Disability (including carers of disabled people)					
Gender Reassignment					
Marriage and Civil Partnership					
Pregnancy and Maternity					
Race					

Religion or Belief					
Sex					
Sexual orientation					

8. Cumulative Impact – Considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on a particular Protected Characteristic? If yes, which Protected Characteristics could be affected and what is the potential impact?	Yes		No	
9. Any Other Impact – Considering what else is happening within the Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion? If yes, what is the potential impact and how likely is it to happen?	Yes		No	

Stage 6 – Improvement Action Plan

List below any actions you plan to take as a result of this Impact Assessment. These should include:

- Proposals to mitigate any adverse impact identified
- Positive action to advance equality of opportunity
- Monitoring the impact of the proposals/changes once they have been implemented

- Any monitoring measures which need to be introduced to ensure effective monitoring of your proposals? How often will you do this?

Area of potential adverse impact e.g. Race, Disability	Proposal to mitigate adverse impact	How will you know this has been achieved? E.g. Performance Measure / Target	Lead Officer/Team	Target Date
	<p style="text-align: center;">Monitoring</p> <p>Mid term and end of project evaluation Monitoring at Project Team meetings (fortnightly) and at Programme Board (quarterly) Economic Dashboard Vitality Profiles Survey before project start and at project end Regeneration Board</p>			

Stage 7: Public Sector Equality Duty

<p>10. How do your proposals meet the Public Sector Equality Duty (PSED) to:</p> <ol style="list-style-type: none"> Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010 Advance equality of opportunity between people from different groups Foster good relations between people from different groups 	<p>Improve quality of public realm in Harrow to mitigate anti social activity, harassment and victimisation of users of the spaces Address the barriers to employment, self employment and escape low pa through employment and business start up opportunities Improving public spaces where people can enjoy and dwell will help foster good relations</p>
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Stage 8: Recommendation

11. Which of the following statements best describes the outcome of your EqIA (✓ tick one box only)

Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality of opportunity are being addressed.	✓
Outcome 2 – Minor Impact: Minor adjustments to remove / mitigate adverse impact or advance equality of opportunity have been identified by the EqIA and these are included in the Action Plan to be addressed.	
Outcome 3 – Major Impact: Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality of opportunity. In this case, the justification needs to be included in the EqIA and should be in line with the PSED to have 'due regard'. In some cases, compelling reasons will be needed. You should also consider whether there are sufficient plans to reduce the adverse impact and/or plans to monitor the impact. (Explain this in Q12 below)	
12. If your EqIA is assessed as outcome 3 explain your justification with full reasoning to continue with your proposals.	

Stage 9 - Organisational sign Off

13. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?			
Signed: (Lead officer completing EqIA)		Signed: (Chair of DETG)	
Date:		Date:	
Date EqIA presented at Cabinet Briefing (if required)		Signature of DETG Chair (following Cabinet Briefing if relevant)	

ⁱ CI0B: