

Equality & Health Impact Assessment (EqHIA)

Document control

Title of activity:	New Build White Hart Lane development	
Lead officer:	Philip Sharp Programme Delivery Projects Surveyor Housing Services	
Approved by:	Mark Howard Programme Delivery Manager Housing Services	
Date completed:	7/5/2019	
Scheduled date for review:	7/5/2019	

Please note that the Corporate Policy & Diversity and Public Health teams require at least **5 working days** to provide advice on EqHIAs.

Did you seek advice from the Corporate Policy & Diversity team?	Yes / No
Did you seek advice from the Public Health team?	Yes / No
Does the EqHIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	Yes /No

Please note that EqHIAs are **public** documents and must be made available on the Council's <u>EqHIA webpage</u>.

Please submit the completed form via e-mail to EqHIA@havering.gov.uk thank you.

1. Equality & Health Impact Assessment Checklist

Please complete the following checklist to determine whether or not you will need to complete an EqHIA and ensure you keep this section for your audit trail. If you have any questions, please contact EqHIA@havering.gov.uk for advice from either the Corporate Diversity or Public Health teams. Please refer to the Guidance in Appendix 1 on how to complete this form.

About your activity

710	About your activity						
1	Title of activity	New build W	hite Hart Lane deve	lopment			
2	Type of activity	New build of 23 Affordable properties on two site: One site on land Behind Kent House White Hart Lane and other on garage site behind shops White Hart Lane Cabinet decision of 18 November for 25 units reduced to 23 to meet planning requirements					
3	Scope of activity	The Construction of 23 Affordable properties on two site at White Hart Lane. Intended outcome a. provide good quality affordable housing; b. achieve value for money; c. further enhance the quality of life for our residents in the Borough, and. d. house a number of families and hence reduce the number of applicants on the waiting list.					
4a	Are you changing, introducing a new, or removing a service, policy, strategy or function?	Yes / No					
4b	Does this activity have the potential to impact (either positively or negatively) upon people (9 protected characteristics)?	Yes / No	If the answer to any of these questions is 'YES', please continue	If the answer to all of the questions (4a, 4b & 4c) is 'NO', please go to			
4c	Does the activity have the potential to impact (either positively or negatively) upon any factors which determine people's health and wellbeing?	to question 5. question					

5	If you answered YES:	Please complete the EqHIA in Section 2 of this document. Please see Appendix 1 for Guidance.		
6	If you answered NO:	Please provide a clear and robust explanation on why your activity does not require an EqHIA. This is essential in case the activity is challenged under the Equality Act 2010. Please keep this checklist for your audit trail.		

Completed by:	Philip Sharp Programme Delivery Projects Surveyor Housing Services
Date:	7/5/2019

2. The EqHIA – How will the strategy, policy, plan, procedure and/or service impact on people?

Background/context:

The contract is for the design and build of 23 affordable residential units across two council-owned sites on White Hart Lane, Collier Row.

- (a) The first site comprises 7 units on a garage site behind the shops on White Hart Lane Collier Row RM7 8JB which will include demolition works.
- (b) The second site is situated at the rear of Kent House, Durham House and Cumberland House RM7 8JU on White Hart Lane, Collier Row and the development consists of 16 affordable houses. No demolition will be required.

All properties will be for affordable housing.

*Expand box as required

Who will be affected by the activity?

Mobility impaired persons – by the construction of two Mobility properties which will be a Positive improvement.

A small playground area is incorporated in the scheme to encourage healthy living and social interaction with parents with young children and the elderly.

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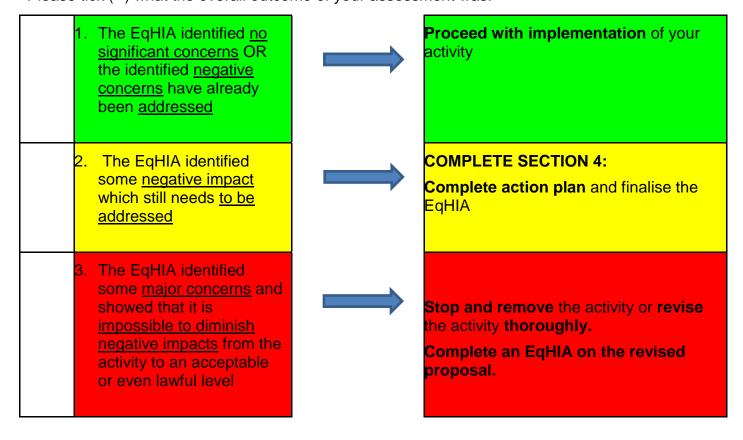
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Negotivo		this brief assessment? Please tick (✓) the relevant b	ox		_
Negative		Yes	Ц	No	
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3. Outcome of the Assessment

The EqHIA assessment is intended to be used as an improvement tool to make sure the activity maximises the positive impacts and eliminates or minimises the negative impacts. The possible outcomes of the assessment are listed below and what the next steps to take are:

Please tick (✓) what the overall outcome of your assessment was:



4. Action Plan

The real value of completing an EqHIA comes from the identifying the actions that can be taken to eliminate/minimise negative impacts and enhance/optimise positive impacts. In this section you should list the specific actions that set out how you will address any negative equality and health & wellbeing impacts you have identified in this assessment. Please ensure that your action plan is: more than just a list of proposals and good intentions; sets ambitious yet achievable outcomes and timescales; and is clear about resource implications.

Protected characteristic / health & wellbeing impact	Identified Negative or Positive impact	Recommended actions to mitigate Negative impact* or further promote Positive impact	Outcomes and monitoring**	Timescale	Lead officer

Add further rows as necessary

^{*} You should include details of any future consultations and any actions to be undertaken to mitigate negative impacts

^{**} Monitoring: You should state how the impact (positive or negative) will be monitored; what outcome measures will be used; the known (or likely) data source for outcome measurements; how regularly it will be monitored; and who will be monitoring it (if this is different from the lead officer).

5. Review

In this section you should identify how frequently the EqHIA will be reviewed; the date for next review; and who will be reviewing it.

Review:	
Scheduled date of review:	
Lead Officer conducting the review:	
	*Expand box as required

Please submit the completed form via e-mail to EqHIA@havering.gov.uk thank you.

Appendix 1. Guidance on Undertaking an EqHIA

This Guidance can be deleted prior to publication.

What is it?

The Equality & Health Impact Assessment (EqHIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service, whilst at the same time ensuring a person's chance of leading a healthy life is the same wherever they live and whoever they are. We want to ensure that the activities of the Council are 'fit for purpose' and meet the needs of Havering's increasingly diverse communities and employees. This robust and systematic EqHIA process ensures that any potential detrimental effects or discrimination is identified, removed, or mitigated and positive impacts are enhanced.

When to Assess:

An EqHIA should be carried out when you are changing, removing or introducing a new service, policy, strategy or function; for simplicity, these are referred to as an "activity" throughout this document. It is best to conduct the assessment as early as possible in the decision-making process.

Guidance: Equality & Health Impact Assessment Checklist

The Checklist in Section 1 asks the key questions,

- 4a) Are you changing, introducing a new, or removing a service, policy, strategy or function?
- 4b) Does this activity (policy/strategy/service/decision) have the potential to impact (either positively or negatively) upon people (9 protected characteristics)?
- 4c) Does this activity (policy/strategy/service/decision) have the potential to impact (either positively or negatively) upon any factors which determine people's health and wellbeing?
 - If the answer to <u>ANY</u> of the questions 4a, 4b or 4c of the Checklist is 'YES' then
 you must carry out an assessment. e.g. Proposed changes to Contact Centre
 Opening Hours
 - 'YES' = you need to carry out an EqHIA
 - If the answer to <u>ALL</u> of the questions, 4a or 4b of the Checklist is NO, then you do
 not need to carry out an EqHIA assessment. e.g. Quarterly Performance Report
 'NO' = you DO NOT need to carry out an EqHIA. Please provide a clear
 explanation as to why you consider an EqHIA is not required for your activity.

Using the Checklist

The assessment should take into account all the potential impacts of the proposed activity, be it a major financial decision, or a seemingly simple policy change. Considering and completing this EqHIA will ensure that all Council plans, strategies, policies, procedures, services or other activity comply with relevant statutory obligations and responsibilities. In particular it helps the Council to meet its legal obligation under the Equality Duty and its public health duties under the Health and Social Care Act 2012.

Having Due Regard

To have due regard means that in making decisions and in its other day-to-day activities, the Council must consciously consider the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between different groups
- Foster good relations between different groups
- Reduce inequalities in health outcomes

Combining Equality and Health Impact Assessment:

Equality Impact Assessments (EIAs) provide a systematic way of ensuring that legal obligations are met. They assess whether a proposed policy, procedure, service change or plan will affect people different on the basis of their 'protected characteristics' and if it will affect their human rights. Currently there are **nine protected characteristics** (previously known as 'equality groups' or 'equality strands'): age, disability, sex/gender, ethnicity/race, religion/faith, sexual orientation, gender reassignment, marriage/civil partnership, and pregnancy/ maternity/paternity.

An activity does not need to impact on <u>all</u> 9 protected characteristics – impacting on just one is sufficient justification to complete an EqHIA.

Health Impact Assessments (HIAs) consider the potential impact of any change or amendment to a policy, service, plan, procedure or programme on the health and wellbeing of the population. HIAs help identify how people may be affected differently on the basis of where they live and potential impacts on health inequalities and health equity by assessing the distribution of potential effects within the population, particularly within vulnerable groups. 'Health' is not restricted to medical conditions, or the provision of health services, but rather encompasses the wide range of influences on people's health and wellbeing. This includes, but is not limited to, experience of discrimination, access to transport, housing, education, employment - known as the 'wider determinants of health'.

This <u>Equality and Health Impact Assessment</u> (EqHIA) brings together both impact assessments into a single tool which will result in a set of recommendations to eliminate discrimination and inequality; enhance potential positive impacts and mitigate where possible for negative impacts. In conducting this EqHIA you will need to assess the impact (positive, neutral or negative) of your activity on individuals and groups with **protected characteristics** (this includes staff delivering your activity), **socio-economic status** and **health & wellbeing**. Guidance on what to include in each section is given on the next pages.

Guidance: What to include in background/context

In this section you will need to add the background/context of your activity, i.e. what is the activity intending to do, and why?

Make sure you include the scope and intended outcomes of the activity being assessed; and highlight any proposed changes. Please include a brief rationale for your activity and any supporting evidence for the proposal. Some questions to consider:

- What is the aim, objectives and intended outcomes?
- How does this activity meet the needs of the local population?
- Has this activity been implemented in another area? What were the outcomes?
- Is this activity being implemented as per best practice guidelines?
- Who were the key stakeholders in this activity?

*Note that the boxes will expand as required

Guidance: Who will be affected by the activity?

The people who will be affected may be

Residents: pay particular attention to vulnerable groups in the population who may be affected by this activity

Businesses/ manufacturing / developers / small, medium or large enterprises

Employees: e.g. Council staff for an internal activity, other statutory or voluntary sector employees, local businesses and services

*Note that the boxes will expand as required

Guidance: What to include in assessing a Protected Characteristic e.g. AGE			
Please tick (✓) the relevant box:	your activity will have on individuals and groups (including staff) with protected		
Positive	characteristics based on the data and information you have. You should note whether this is a positive, neutral or negative impact.		
Neutral	It is essential that you note all negative impacts. This will demonstrate that you have paid 'due regard' to the Public Sector Equality Duty if your activity is challenged under the Equality Act. *Note that the boxes will expand as required		
Negative			

Evidence: In this section you will need to document the evidence that you have used to assess the impact of your activity.

When assessing the impact, please consider and note how your activity contributes to the three aims of the Public Sector Equality Duty (PSED) as stated in the section above.

It is essential that you note the full impact of your activity, so you can demonstrate that you have fully considered the equality implications and have paid 'due regard' to the PSED should the Council be challenged.

- If you have identified a **positive impact**, please note this.
- If you think there is a **neutral impact** or the impact is not known, please provide a full reason why this is the case.
- If you have identified a **negative impact**, please note what steps you will take to mitigate this impact. If you are unable to take any mitigating steps, please provide a full reason why. All negative impacts that have mitigating actions must be recorded in the **Action Plan**.
- Please ensure that appropriate consultation with affected parties has been undertaken and evidenced

Sources used: In this section you should list all sources of the evidence you used to assess the impact of your activity. This can include:

- Service specific data
- Population, demographic and socio-economic data. Suggested sources include:
 - Service user monitoring data that your service collects
 - Havering Data Intelligence Hub
 - Office for National Statistics (ONS)

If you do not have any relevant data, please provide the reason why.

*Note that the boxes will expand as required

Guidance: What to include in assessing Health & Wellbeing Impact:				
Please tick (the relevant be that apply:		Overall impact: In this section you will need to consider and note whether the proposal could have an overall impact on, or implications for, people's health and wellbeing or any factors which determine people's health.		
Positive		How will the activity help address inequalities in health?		
Neutral		Include here a brief outline of what could be done to enhance the positive impacts and, where possible, mitigate for the negative impacts.		
Negative		*Note that the boxes will expand as required Do you consider that a more in-depth HIA is required as a result of this brief assessment? Please tick (✓) the relevant box Yes □ No □		

Evidence: In this section you will need to outline in more detail how you came to your conclusions above:

- What is the nature of the impact?
- Is the impact positive or negative? It is possible for an activity to have both positive and
 negative impacts. Consider here whether people will be able to access the service being offered;
 improve or maintain healthy lifestyles; improve their opportunities for employment/income; whether
 and how it will affect the environment in which they live (housing, access to parks & green space);
 what the impact on the family, social support and community networks might be
- What can be done to mitigate the negative impacts and/or enhance the positive impacts?
- If you think there is a **neutral impact**, or the impact is not known, please provide a brief reason why this is the case.
- What is the likelihood of the impact? Will the impact(s) be in weeks, months or years? In some cases the short-term risks to health may be worth the longer term benefits.
- Will the proposal affect different groups of people in different ways? A proposal that is likely to benefit one section of the community may not benefit others and could lead to inequalities in health.

Please use the Health & Wellbeing Impact Tool in Appendix 2 as a guide/checklist to assess the potential wider determinants of health impacts.

This tool will help guide your thinking as to what factors affect people's health and wellbeing, such as social support, their housing conditions, access to transport, employment, education, crime and disorder and environmental factors. It is not an exhaustive list, merely a tool to guide your assessment; there may be other factors specific to your activity.

Some questions you may wish to ask include:

- Will the activity impact on people's ability to socialise, potentially leading to social isolation?
- Will the activity affect a person's income and/or have an effect on their housing status?
- Is the activity likely to cause the recipient of a service more or less stress?
- Will any change in the service take into account different needs, such as those with learning difficulties?
- Will the activity affect the health and wellbeing of persons not directly related to the service/activity, such as carers, family members, other residents living nearby?
- If there is a short-term negative effect, what will be done to minimise the impact as much as possible?

- Are the longer-term impacts positive or negative? What will be done to either promote the positive effects or minimise the negative effects?
- Do the longer term positive outcomes outweigh the short term impacts?

*Note that the boxes will expand as required

Sources used: In this section you should list all sources of the evidence you used to assess the impact of your activity. This could include, e.g.:

Information on the population affected

- Routinely collected local statistics (e.g. quality of life, health status, unemployment, crime, air quality, educational attainment, transport etc.)
- Local research/ Surveys of local conditions
- Community profiles

Wider Evidence

- Published Research, including evidence about similar proposals implemented elsewhere (e.g. Case Studies).
- Predictions from local or national models
- Locally commissioned research by statutory/voluntary/private organisations

Expert Opinion

- Views of residents and professionals with local knowledge and insight

*Note that the boxes will expand as required

Guidance: Outcome of the Assessment

On reflection, what is your overall assessment of the activity?

The purpose of conducting this assessment is to offer an opportunity to think, reflect and **improve** the proposed activity. It will make sure that the Council can evidence that it has considered its due regard to equality and health & wellbeing to its best ability.

It is not expected that all proposals will be immediately without negative impacts! However, where these arise, what actions can be taken to mitigate against potential negative effects, or further promote the positive impacts?

Please tick one of the 3 boxes in this section to indicate whether you think:

- 1. all equality and health impacts are adequately addressed in the activity proceed with your activity pending all other relevant approval processes
- 2. the assessment identified some negative impacts which could be addressed please complete the Action Plan in Section 4.
- 3. If the assessment reveals some significant concerns, this is the time to stop and re-think, making sure that we spend our Council resources wisely and fairly. There is no shame in stopping a proposal.

*Note that the boxes will expand as required

Guidance: Action Plan

For each protected characteristic/health & wellbeing impact where an impact on people or their lives has been identified, complete one row of the action plan. You can add as many further rows as required.

State whether the impact is Positive or Negative

Briefly outline the actions that can be taken to mitigate against the negative impact or further enhance a positive impact. These actions could be to make changes to the activity itself (service, proposal, strategy etc.) or to make contingencies/alterations in the setting/environment where the activity will take place.

For example, might staff need additional training in communicating effectively with people with learning difficulties, if a new service is opened specifically targeting those people? Is access to the service fair and equitable? What will the impact on other service users be? How can we ensure equity of access to the service by all users? Will any signage need changing? Does the building where the service being delivered comply with disability regulations?

Guidance: Review

Changes happen all the time! A service/strategy/policy/activity that is appropriate at one time, may no longer be appropriate as the environment around us changes. This may be changes in our population, growth and makeup, legislative changes, environmental changes or socio-political changes.

Although we can't predict what's going to happen in the future, a review is recommended to ensure that what we are delivering as a Council is still the best use of our limited resources. The timescale for review will be dependent on the scale of the activity.

A major financial investment may require a review every 2-3 years for a large scale regeneration project over 10-15 years.

A small policy change may require a review in 6 months to assess whether there are any unintended outcomes of such a change.

Please indicate here how frequently it is expected to review your activity and a brief justification as to why this timescale is recommended.

Appendix 2. Health & Wellbeing Impact Tool

Will the activity/service/policy/procedure affect any of the following characteristics? Please tick/check the boxes below The following are a range of considerations that might help you to complete the assessment.

Lifestyle YES NO	Personal circumstances YES NO	Access to services/facilities/amenities YES NO
Diet	Structure and cohesion of family unit	to Employment opportunities
Exercise and physical activity	☐ Parenting	to Workplaces
☐ Smoking	Childhood development	to Housing
Exposure to passive smoking	Life skills	to Shops (to supply basic needs)
☐ Alcohol intake	Personal safety	to Community facilities
Dependency on prescription drugs	Employment status	to Public transport
☐ Illicit drug and substance use	Working conditions	to Education
Risky Sexual behaviour	Level of income, including benefits	to Training and skills development
Other health-related behaviours, such	Level of disposable income	to Healthcare
as tooth-brushing, bathing, and wound	Housing tenure	to Social services
care	Housing conditions	to Childcare
	Educational attainment	to Respite care
	Skills levels including literacy and numeracy	to Leisure and recreation services and facilities
Social Factors YES NO	Economic Factors YES NO	Environmental Factors YES NO
Social contact	Creation of wealth	☐ Air quality
Social support	Distribution of wealth	☐ Water quality
☐ Neighbourliness	Retention of wealth in local area/economy	Soil quality/Level of contamination/Odour
Participation in the community	Distribution of income	☐ Noise levels
☐ Membership of community groups	Business activity	☐ Vibration
Reputation of community/area	☐ Job creation	Hazards
Participation in public affairs	Availability of employment opportunities	Land use
Level of crime and disorder	Quality of employment opportunities	☐ Natural habitats
Fear of crime and disorder	Availability of education opportunities	Biodiversity
Level of antisocial behaviour	Quality of education opportunities	Landscape, including green and open spaces
Fear of antisocial behaviour	Availability of training and skills development opportunities	Townscape, including civic areas and public realm
Discrimination	Quality of training and skills development opportunities	Use/consumption of natural resources
Fear of discrimination	Technological development	Energy use: CO2/other greenhouse gas emissions
Public safety measures	Amount of traffic congestion	Solid waste management
Road safety measures		Public transport infrastructure