

Impact Needs/Requirement Assessment Completion Form

Department: Regeneration and Major Projects.	Person Responsible: Sarah Chaudhry – Head of Strategic Property
Service Area: Property and Asset Management.	Timescale for Equality Impact Assessment :
Date: 7 November 2012	Completion date: 7 November 2012
Name of service/policy/procedure/project etc: This is a transaction for the sale of Brent's Town Hall site located on Forty Lane, Wembley Park.	Is the service/policy/procedure/project etc: New <input checked="" type="checkbox"/> Y Old <input type="checkbox"/>
Predictive <input checked="" type="checkbox"/> Y Retrospective <input type="checkbox"/>	Adverse impact <input type="checkbox"/> Not found <input checked="" type="checkbox"/> Y Found <input type="checkbox"/> Service/policy/procedure/project etc, amended to stop or reduce adverse impact N/A Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there likely to be a differential impact on any group? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Please state below: as no I haven't completed points 1 to 6.
1. Grounds of race: Ethnicity, nationality or national origin e.g. people of different ethnic backgrounds including Gypsies and Travellers and Refugees/ Asylum Seekers Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	2. Grounds of gender: Sex, marital status, transgendered people and people with caring responsibilities Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3. Grounds of disability: Physical or sensory impairment, mental disability or learning disability Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	4. Grounds of faith or belief: Religion/faith including people who do not have a religion Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
5. Grounds of sexual orientation: Lesbian, Gay and bisexual Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	6. Grounds of age: Older people, children and young People Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Consultation conducted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Person responsible for arranging the review: Sarah Chaudhry	Person responsible for publishing results of Equality Impact Assessment: There will be no Equality Impact to society from this transaction.
Person responsible for monitoring: Sarah Chaudhry	Date results due to be published and where: No results will be published
Signed: Sarah Chaudhry	Date: 7/11/12

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Please note that you must complete this form if you are undertaking a formal Impact Needs/Requirement Assessment. You may also wish to use this form for guidance to undertake an initial assessment, please indicate.

1. What is the service/policy/procedure/project etc to be assessed?

The sale of the Brent Town Hall site, Forty Lane, Wembley Park through an informal tender process. This building is occupied by Brent Council staff who will be relocating to the new Civic Centre that is currently under construction with completion in 2013. After a marketing process the Executive report recommends a sale of the Brent Town Hall site.

2. Briefly describe the aim of the service/policy etc? What needs or duties is it designed to meet? How does it differ from any existing services/ policies etc in this area

To sell the Council owned Brent Town Hall site that will be surplus property when the new Civic Centre opens in 2013, to obtain a capital receipt to meet the income forecasted in the Civic Centre business case.

3. Are the aims consistent with the council's Comprehensive Equality Policy?

Yes as anybody, regardless of age, creed, religion, sexuality, ethnicity and gender had an opportunity to bid for this property in an open and transparent way.

4. Is there any evidence to suggest that this could affect some groups of people? Is there an adverse impact around race/gender/disability/faith/sexual orientation/health etc? What are the reasons for this adverse impact?

The property will be sold, subject to the Executive Committee's approval. This has been an open and transparent method for the sale, all sections of society could bid to purchase the property in an open and transparent way. Ensuring there was no discrimination to any potential bidder and by any bidder.

5. Please describe the evidence you have used to make your judgement. What existing data for example (qualitative or quantitative) have you used to form your judgement? Please supply us with the evidence you used to make your judgement separately (by race, gender and disability etc).

As detailed in the main report, the method of sale provided that the Brent Town Hall site be extensively marketed, featuring website advertisements, articles in publications, the production of brochures. Prior to this there have been a series of Civic Centre and Planning Executive reports all of which were publically available that all suggested the sale and redevelopment of the Town Hall.

6. Are there any unmet needs/requirements that can be identified that affect specific groups? (Please refer to provisions of the Disability Discrimination Act and the regulations on sexual orientation and faith, Age regulations/legislation if applicable)

There are no unmet needs or requirements that can be identified that could affect specific groups. Any group of ethnicity, sexual orientation, faith or age can make a bid for this property. With the opening of the Civic Centre staff and services will be moving from the Town Hall to this new location.

7. Have you consulted externally as part of your assessment? Who have you consulted with? What methods did you use? What have you done with the results i.e. how do you intend to use the information gathered as part of the consultation?

I have not consulted externally as part of my assessment. Although through the planning process, consultation on the sale and redevelopment of the Town Hall has occurred. Similarly the S123 notice that was recently publishing in the press, also informed the public of an anticipated change and no objections or comments were received.

8. Have you published the results of the consultation, if so where?

No, because none has been undertaken.

9. Is there a public concern (in the media etc) that this function or policy is being operated in a discriminatory manner?

This is not a function of policy.

10. If in your judgement, the proposed service/policy etc does have an adverse impact, can that impact be justified? You need to think about whether the proposed service/policy etc will have a positive or negative effect on the promotion of equality of opportunity, if it will help eliminate discrimination in any way, or encourage or hinder community relations.

This is not a service or policy.

11. If the impact cannot be justified, how do you intend to deal with it?

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N/A

12. What can be done to improve access to/take up of services?

N/A

13. What is the justification for taking these measures?

N/A

14. Please provide us with separate evidence of how you intend to monitor in the future. Please give the name of the person who will be responsible for this on the front page.

I will be responsible for the monitoring progress of this sale.

15. What are your recommendations based on the conclusions and comments of this assessment?

That the Council be able move forward with this sale transaction as per the recommendation in the report.

Should you:

1. Take any immediate action? No.
2. Develop equality objectives and targets based on the conclusions? No
3. Carry out further research? No

16. If equality objectives and targets need to be developed, please list them here.

N/A.

17. What will your resource allocation for action comprise of?

N/A

If you need more space for any of your answers please continue on a separate sheet

Signed by the manager undertaking the assessment:

Full name (in capitals please): SARAH CHAUDHRY

Date: 8/11/12

Service Area and position in the council: Head of Strategic Property.

Details of others involved in the assessment - auditing team/peer review:

Once you have completed this form, please take a copy and send it to: **The Corporate Diversity Team, Room 5 Brent Town Hall, Forty Lane, Wembley, Middlesex HA9 9HD**