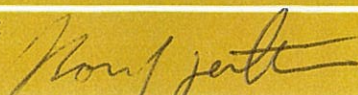


Appendix 2

Impact Needs/Requirement Assessment Completion Form

Department: Regeneration and Major Projects.	Person Responsible: Howard Fertleman
Service Area: Property and Asset Management.	Timescale for Equality Impact Assessment :
Date: 5 th April 2011.	Completion date: 5 th April 2011
Name of service/policy/procedure/project etc: This is a transaction for the sale of a two bedroom detached house located in the Paddington Cemetery.	Is the service/policy/procedure/project etc: New <input type="checkbox"/> Old <input checked="" type="checkbox"/>
Predictive <input checked="" type="checkbox"/> Retrospective <input type="checkbox"/>	Adverse impact <input type="checkbox"/> Not found <input checked="" type="checkbox"/> Found <input type="checkbox"/> Service/policy/procedure/project etc, amended to stop or reduce adverse impact Yes <input type="checkbox"/> No <input checked="" 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:
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: Howard Fertleman	Person responsible for publishing results of Equality Impact Assessment: There will be no Equality Impact to society from this transaction.
Person responsible for monitoring: Howard Fertleman	Date results due to be published and where: No results will be published
Signed: 	Date: 14 th April 2011

Appendix 2

Impact Needs/Requirement Assessment Completion Form

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 East Lodge, Paddington Cemetery, 93 Willesden Lane London NW6 7SD by auction. This 2 bedroom house was originally occupied by an employee of the Brent Council's Environmental Health Unit. They have subsequently moved out of the property and the property has been declared surplus and is to be sold. She is still an employee of Brent Council and does not have any unmet needs.

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 Council owned surplus property to obtain a capital receipt to meet the resources forecasts for the Council capital programme.

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

Yes as anybody, regardless of age, creed, religion, sexuality, ethnicity and gender will have 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, by auction. This is an open and transparent method for the sale of property assets and allows all sections of society to purchase the property in an open and transparent way. It ensures that there is no discrimination to any potential bidder and by any bidder. There has been no adverse effect on the previous tenant as she has been re housed in a flat in Nottinghill and does not have any unmet needs. She is still a Brent Council employee.

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).

The evidence used to justify this assertion is the results of previous property auction transactions and the nature of the method of disposal itself.

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 any ethnicity, sexual orientation, faith or age can make a bid for this property.

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?

Appendix 2

Impact Needs/Requirement Assessment Completion Form

I have not consulted externally as part of my assessment because due to the nature of this transaction and the reasons for this transaction such an assessment is not possible or verifiable.

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?

No as this method of disposal is open and transparent and anybody is able to place a bid, there will not be any public concern as to this method of sale being discriminatory.

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.

It will not have an adverse effect. It will promote equality of opportunity as it will allow everybody the opportunity to purchase this property in an open and transparent way.

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

N/A

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

The property will be advertised in the auctioneers brochure, in the press and on the Council's website, this will ensure that any interested party will be made aware of the proposed sale.

13. What is the justification for taking these measures?

To ensure that there is a sufficient amount of publicity to ensure that those individuals who may be interested in purchasing the property will receive due notification and details of the property in advance of the auction.

Appendix 2

Impact Needs/Requirement Assessment Completion Form

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 of the results of this auction and for monitoring the amount of enquiries received regarding the property prior to the auction. I will monitor the types of people who make bids for the property on the day of the auction.

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

That the Council be able to sell this property by way of a public open auction.

Should you:

1. Take any immediate action? No.
2. Develop equality objectives and targets based on the conclusions? Ensure that the details of the auction reach the widest areas of society in practical terms.
3. Carry out further research? None needed.

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?

No resources needed.

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):

HOWARD FERTEMAN

Date: 16th April 2011

Service Area and position in the council:

Property and Asset Management - Estate Surveys

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**

Appendix 2

Impact Needs/Requirement Assessment Completion Form

Appendix 2