

## Impact Needs/Requirement Assessment Completion Form

<b>Department: Regeneration &amp; Major Projects</b>	<b>Person Responsible: Joanne Francis</b>
Service Area: Regeneration Policy Team	Timescale for Equality Impact Assessment :
Date: 3 May 2011	Completion date: 3 May 2011
Name of service/policy/procedure/project etc: Proposed Park Royal Partnership BID	Is the service/policy/procedure/project etc: New <input checked="" type="checkbox"/> Old <input type="checkbox"/>
Predictive <input checked="" type="checkbox"/>  Retrospective <input type="checkbox"/>	Adverse impact Not found <input 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: Joanne Francis	Person responsible for publishing results of Equality Impact Assessment:
Person responsible for monitoring: Joanne Francis	Date results due to be published and where:
Signed:	Date: 4 <sup>th</sup> May 2011

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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 proposed Park Royal Partnership Business Improvement District (BID). If approved, the BID will be independent to the Council and managed by elected local businesses on the Park Royal industrial estate.

### 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

If approved, the BID will oversee the management of the Park Royal industrial estate covering the three boroughs of Brent, Ealing and Hammersmith & Fulham. It is likely that the BID will focus on delivering public realm and infrastructure improvements and enhancing security on the estate over and above that which is already delivered by the Council. It allows businesses to have a greater role and influence in how the estate is managed and which priorities are delivered.

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

Yes

### 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?

There is no evidence that the BID would adversely impact on certain groups of people. However, the businesses that are eligible to vote in the ballot for the BID do have to have an annual rateable value of £50,000 which means smaller businesses will be excluded. This could have an impact on their ability to influence the decision making process of the BID and it will be important for the Council to ensure that there is an equitable process in place ensure the smaller businesses are consulted with and their views taken into account when establishing priorities for the BID.

### 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 you judgement separately (by race, gender and disability etc).

No evidence with regards the background of the businesses included and excluded from the ballot has yet been provided by Park Royal Partnership although a request was made for this information. It appears that the relevant diversity information is not collected at present. The Council has been assured that this information will be collected once the BID is established as it will help inform the development of programmes, ensure a full and equal reach to all the businesses on the estate.

### 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)

This can only be ascertained once the diversity data has been supplied.

### 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?

There has been no consultation by the Council although Park Royal Partnership has undertaken extensive consultation with the eligible businesses on the estate. This has included postal, e-mail and face to face contact. There has also been a number of wider consultation events that all businesses were invited to attend including the Small to Medium sized enterprises on the estate. The results from the consultation will be used to produce a business plan for the BID and a manifesto to inform voters. It will set out a number of priorities to be tackled by the

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BID company in alignment with the consultation results.

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

No

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

There is a risk that the businesses that are not eligible to vote will be unhappy with the ballot process and that the larger businesses will making decisions about the management of the estate according to their needs and not necessarily those relating to smaller businesses. There could also be a risk that if a yes ballot is returned in Brent, those businesses voting “no” will also be unhappy with the process and the fact that they will have to pay the levy regardless of the way they voted.

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.

The BID offers the only sustainable solution to continuing some form of management and area improvement for the Park Royal industrial estate. Other public funding streams have now been cut. If successful and managed well, the BID will provide an opportunity to deliver improvements in the area that are priorities for the businesses and will encourage economic growth that are in line with the Borough’s regeneration priorities.

Park Royal Partnership have confirmed that they will establish a mechanism to maintain an ongoing dialogue with the smaller businesses on the estate to ensure that they have some degree of input into the actions of the BID company.

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?

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.

The Council will be part of a shadow board and has been told by Park Royal Partnership that they will start to collect diversity data once the BID company is formed. It is anticipated that the information would be monitored through this group.

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

That if the BID achieves a yes vote in Brent, the Council uses its position on the shadow board to ensure that the diversity data is collected and monitored through the Board. To also ensure there is a specific mechanism to allow the views of small to medium sized enterprises to be incorporated and considered in the development of the BID activities throughout its five year lifetime.

Should you:

1. Take any immediate action?
2. Develop equality objectives and targets based on the conclusions?
3. Carry out further research?

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

These will need to be determined by the BID company which if it goes ahead, will be an independent body with no reporting line to the Council.

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):  
JOANNE FRANCIS

Date:  
4<sup>th</sup> May 2011

Service Area and position in the council:  
Head of Regeneration Policy, Regeneration & Major Projects

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**

***An online version of this form is available on the Corporate Diversity Team website.***