

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	St. Raphael's Estate - Housing Options Appraisal
DEPARTMENT:	Joint Community Well-being and Regeneration & Environment
TEAM:	Estates Regeneration
LEAD OFFICER:	Richard Barrett/Jill Rennie
DATE:	24/10/2018

NB: Please ensure you have read the accompanying EA guidance and instructions in full.

SECTION A – INITIAL SCREENING

1. Please provide a description of the policy, proposal, change or initiative, and a summary its objectives and the intended results.

The Council is to seek approval from Cabinet to progress work on the St Raphael's Estate to assess potential housing improvement and development opportunities for the estate. At this time the options are:

- **Refurbishment with Limited New Build**– This option would retain and increase the height of the existing blocks but could also possibly add new blocks on available land as in-fill to the existing estate. This option would not likely to be able to deliver the best outcomes for St Raphael's that a re-development could as it would eat into and not re-provide greenspace. It would not facilitate the reprovision of better community facilities.
- **Re-development** - This option would be the most radical and would likely involve the re-modelling of the estate and also increase the overall numbers of homes located on the Estate and at the same time, address the socio-economic issues affecting residents on the estate through improvements to the infrastructure on the estate. This would require a ballot

The detail of these options have not been developed as this will form part of an in-depth consultation and engagement process.

At this time the Council is seeking approval from Cabinet to progress work to assess potential housing, transport, environmental and community improvements, and development opportunities for the Estate. Through robust consultation and engagement, tenants and the community will decide on the best way of doing this.

Ultimately the Council is seeking to help residents to build the thriving, clean, crime-free neighbourhood they want with the opportunity to build brand new homes that properly meet the needs of families who live on St Raphael's whilst continuing to play our part in tackling London's shortage of good quality and genuinely affordable housing.

The Cabinet report provides detail of why the proposals are needed, but from work to date the following is known.

There are currently 286 households living on the estate who are on the Council's Housing Register for re-housing. The majority of these households (221) have not been awarded any priority on the Council's Housing Register.

The Council is aware from both the feedback and from its own knowledge of the Estate that there are environmental, safety and socio-economic issues for St Raphael's. For example, the Community Profile for St Raphael's identifies some specific challenges for its residents:

- 38% of children are living in poverty in St Raphael's compared with 19% across England
- 25% of people have no qualifications in St Raphael's compared with 22% across England, 18% in London and 19% in Brent
- 27% are in full time employment compared with 39% across England, 40% in London and 36% in Brent

The Council also knows that there are other issues.

- St Raphael's is identified as having a low PTAL (public transport accessibility level), and only 56% of households have a car (compared to 74% nationally).
- The nature of the roads and river surrounding St Raphael's can make it feel isolated even although it is relatively close to Wembley, which is exacerbated by the limited retail offer on the Estate.
- There are also issues in regards to the air quality and noise from the North Circular. The parts of the estate immediately beside the North Circular have high poorer air quality (65-90 NO₂ (ug/m³) – reducing down to <30 NO₂ (ug/m³) further into the Estate and there are areas which have noise at 65-75 dB (potentially some properties >75 dB) - reducing down to 0-55 dB further into the Estate.

The Council is also aware that personal robbery is a prevalent crime on St Raphael's estate, which increased by 107% from last year, compared to an increase of 52% in the rest of the borough. Also increasing, but to a lesser extent, are assault of wounding/Grievous Bodily Harm (GBH). There is also recorded gang activity on the estate. The Council's Community Safety and Housing Management teams are working very closely with the Metropolitan Police to try and tackle these issues. However, the design and nature of the estate is likely to be a contributing factor in these crimes.

The Housing Management service carries out annual customer surveys, and as part of this year's survey, the Council commissioned a larger sample of St Raphael's residents. The number of people contacted across St Raphael's was 118. The survey revealed that residents living on the St Raphael's estate indicate significantly lower than average levels of satisfaction; 65% are satisfied with their neighbourhood as a place to live (74% on average in the borough) and only 55% are satisfied with the overall appearance of their neighbourhood (73% on average in the borough).

The survey also identified a specific range of issues which may be driving those lower levels of satisfaction, including:

- Rubbish or litter – 52% indicate this is a major problem (33% on average across the borough)
- Disruptive children / teenagers – 47% indicate this is a problem (20% a major problem) - (38% / 12% on average across the borough)
- Abandoned or burnt out vehicles – 33% indicate this is a problem (11% a major problem) - (21% / 6% on average across the borough)

- Other crime – 52% indicate this is a problem (28% major problem) – (39% / 14% on average across the borough)

The Council commissioned 'Your Shout' (a company who undertake community consultation for the built environment) to carry out conversations on St Raphael's in August and early September 2018. The aim was to get an initial view on the issues on the estate to feed into the Cabinet report.

Within the Your Shout feedback there are some real positives such as people like their neighbours/ community; the green space, the transportation (despite the objectively measured issues such as low PTAL), the quiet and access to shops.

However, as shown in the Your Shout feedback there are a range of issues particularly linked to public realm and security which are - crime/drug/gangs, generally unclean, lack of parking/traffic, parks not looked after, nowhere for kids to play, bin area dirty, noise, feels unsafe, fly tipping and street lights do not work. Respondents also said that they would also like to see safety and the public realm improved being – facilities for youth, parks/greenspace, CCTV/security/patrols, upkeep/modernise, the bin area, parking and pavement/roads. Similar issues are also seen in the Housing Customer Satisfaction Survey.

The West London Alliance Strategic Housing Market Assessment (SHMA) was produced in August 2018 and concluded that there are 12,200 households currently in affordable housing need in Brent who are unable to afford their own housing.

At this time, we have an understanding of how residents on St Raphael's have a different demography to the Brent average, however this information is taken from 2011 and does need to be reviewed to see how it can be updated.

2. Who may be affected by this policy or proposal?

All those who reside or have an interest in St Raphael's Estate.

- Secure tenants, those living in temporary accommodation, private renters, leaseholders, owners, Network Homes tenants and other residents.
- Commercial owners, leaseholders and tenants, and those who frequent these establishments.
- The nurseries - Abracadabra Preschool and Hephzibah Day Nursery – those who own, work and attend/has a child attending.
- Sufra (a community "Food Bank & Kitchen") – those who own, work and use the service
- Phoenix Arch School (a special school for children aged 5 to 11) – those who work and attend/has a child attending.
- The Children's Centre – those who work and attend/has a child attending.
- St Patricks Church – those who work and attend.

There are also a number of activities or groups which takes place on the Estate, where those who run or attend would be affected.

- Unlocking Potential (works within London communities to transform the life chances of marginalised children and young people (4-25yrs) who have social, emotional and mental health needs (SEMH).)

- Young Creatives
- An Employment and Skills project
- The Living Room
- Henderson House
- St Raphael's Estate Residents Association

This is not an exhaustive list, and will be developed through consultation going forward.

Council staff may also be affected in terms of where services are being delivered on the St Raphael's Estate and staff working on this project.

3. Is there relevance to equality and the council's public sector equality duty? If your answer is no, you must provide an explanation.

Yes

- Eliminate unlawful discrimination, harassment and victimisation

Through this process we will review decisions to understand the effect on protected groups, to ensure that there are not unintentional effects.

- Advance equality of opportunity between people who share a "protected characteristic" and those who do not

The Work on St Raphael's is to improve the Estate, providing improved infrastructure and new housing opportunities. Improvements to the Estate and new housing is to benefit all on St Raphael's including protected groups, but the detail has to be developed to understand what the effects will be.

- Foster good relations between people who share a protected characteristic and those who do not

Consultation and engagement will be a key part of this process and we will encourage an inclusive approach to tackle any prejudice and to promote understanding

- Duty to make reasonable adjustments to remove barriers for disabled people.

This work will provide opportunities to remove barriers for disabled people. Through the design process there will be consideration of how barriers can be removed.

4. Please indicate with an "X" the potential impact of the policy or proposal on groups with each protected characteristic. Carefully consider if the proposal will impact on people in different ways as a result of their characteristics.

Note – at this time until the options are developed we will not know this, but it is the intention that the options will be positive for as many people as possible. Negative impacts, from previous experience, could be along tenure lines or geographically based where an area is

not included in the proposals – until options are developed these cannot be known and only once options are developed can these be reviewed to identify if there are negative impacts. We note that there is the potential for negative and neutral/none impacts upon individuals but the over assessment is expected to be the majority will have a positive impact across all characteristics.

Characteristic	IMPACT		
	Positive	Neutral/None	Negative
Age	x		
Sex	x		
Race	x		
Disability	x		
Sexual orientation	x		
Gender reassignment	x		
Religion or belief	x		
Pregnancy or maternity	x		
Marriage	x		

5. Please complete **each row** of the checklist with an “X”.

SCREENING CHECKLIST		
	YES	NO
Have you established that the policy or proposal <i>is</i> relevant to the council's public sector equality duty?	x	
Does the policy or proposal relate to an area with known inequalities?	x	
Would the policy or proposal change or remove services used by vulnerable groups of people?	Cannot answer at this time	
Has the potential for negative or positive equality impacts been identified with this policy or proposal?	x	
If you have answered YES to ANY of the above, then proceed to section B. If you have answered NO to ALL of the above, then proceed straight to section D.		

SECTION B – IMPACTS ANALYSIS

1. Outline what information and evidence have you gathered and considered for this analysis. If there is little, then explain your judgements in detail and your plans to validate them with evidence. If you have monitoring information available, include it here.

The analysis has been started, but is incomplete and ongoing, and will be further developed once further information is available and as the options are developed.

We will also need to further review the equality information we hold and gather further information.

The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.

A key part of the work will be the establishment of a Tenants/Residents/Stakeholders Board, which would be fully involved in the decision making process for St Raphael's.

A Multi-disciplinary Design Team will also be engaged which will have consultation and engagement as a key component of their work

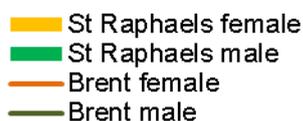
The below is information we have to understand the demographics of the Estate, but which we will need to further develop.

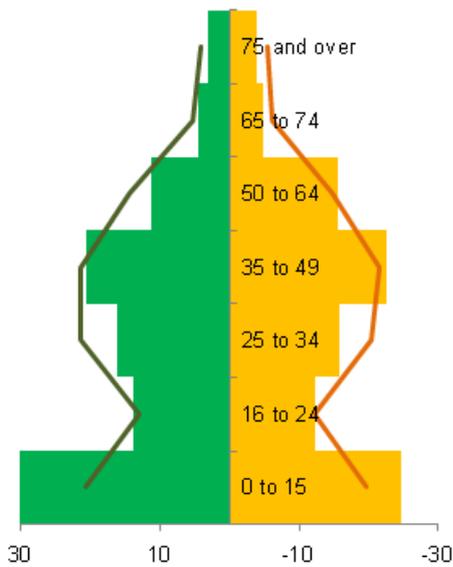
The following demographic data is extracted from the 2011 census, from LSOAs approximately coinciding with the boundaries of the St Raphael's area.

Age

St Raphael's estate has a large proportion of children (under 16); over 27 percent of the population is made up of children, compared to 20 percent in Brent.¹

Figure One: Age and sex

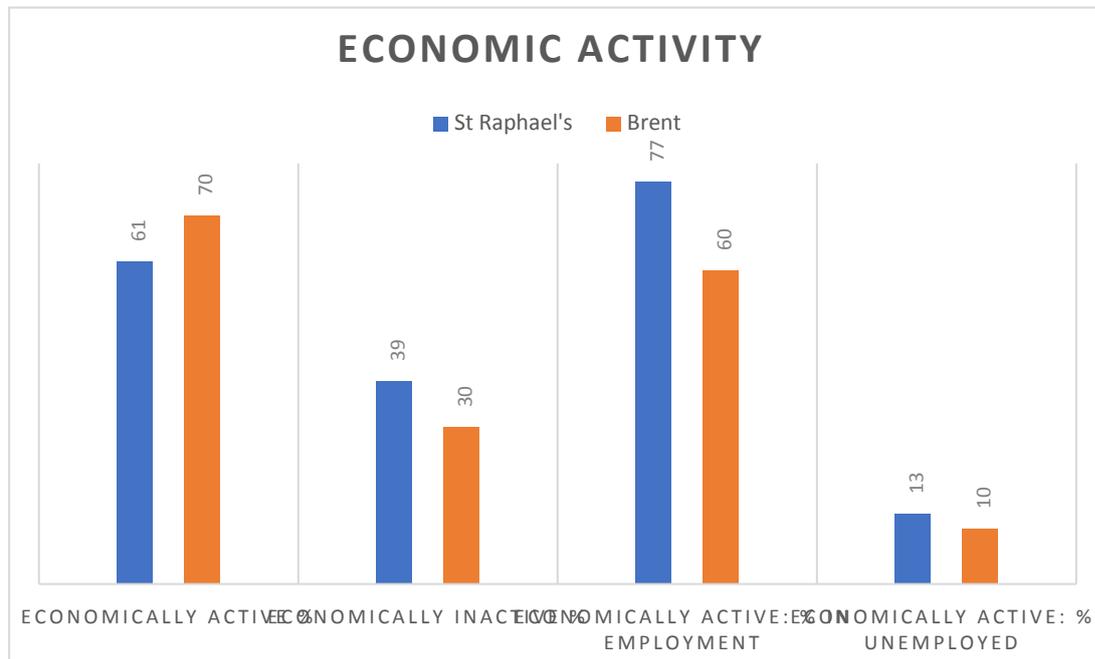




Employment Activity

In St Raphael's, 61 percent of the population is economically active. This is lower than 70 percent, the average for Brent. However, the percentage of economically inactive in St Raphael (39 percent) is higher than the Brent average (30 percent).²

Figure two: Employment activity



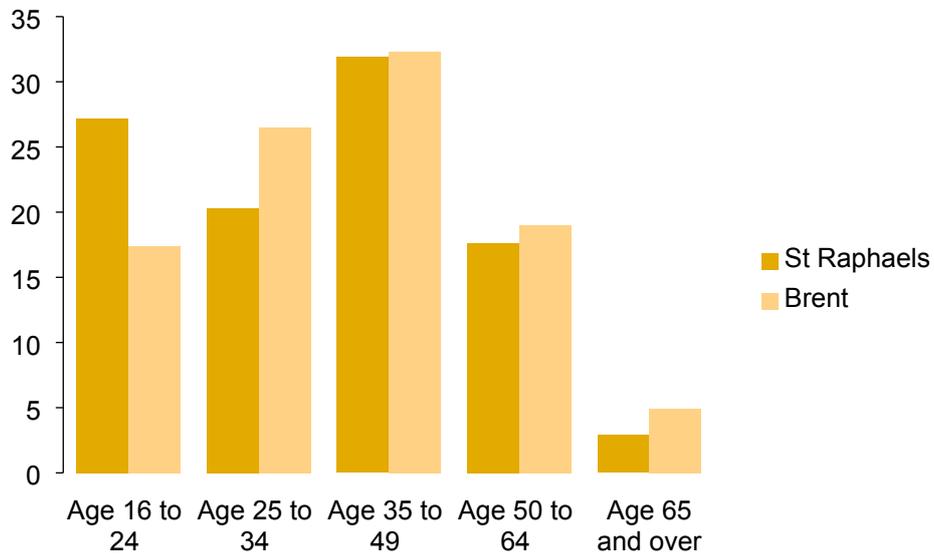
Working pattern by age

The proportion of the working population employed part-time is 35 percent, higher than 28

² Brent economic activity taken from: <https://intelligence.brent.gov.uk/Pages/DocumentDisplayView.aspx?ItemID=170>.
 St Raphael's economic activity taken from: <https://londondatastore-upload.s3.amazonaws.com/instant-atlas/Isaa-atlas/atlas.html>. The comparison of data is saved as 'Economic Activity'.

percent, the working population employed part-time in Brent. This proportion varies with age; those aged between 16 and 24 have a much larger proportion employed part-time, 27 percent compared to 17 percent in Brent. For all other age groups, the proportion of those employed part-time is lower than that for Brent, with the largest difference in those age between 25 and 34 with 20 percent employed part-time compared to 27 percent in Brent.

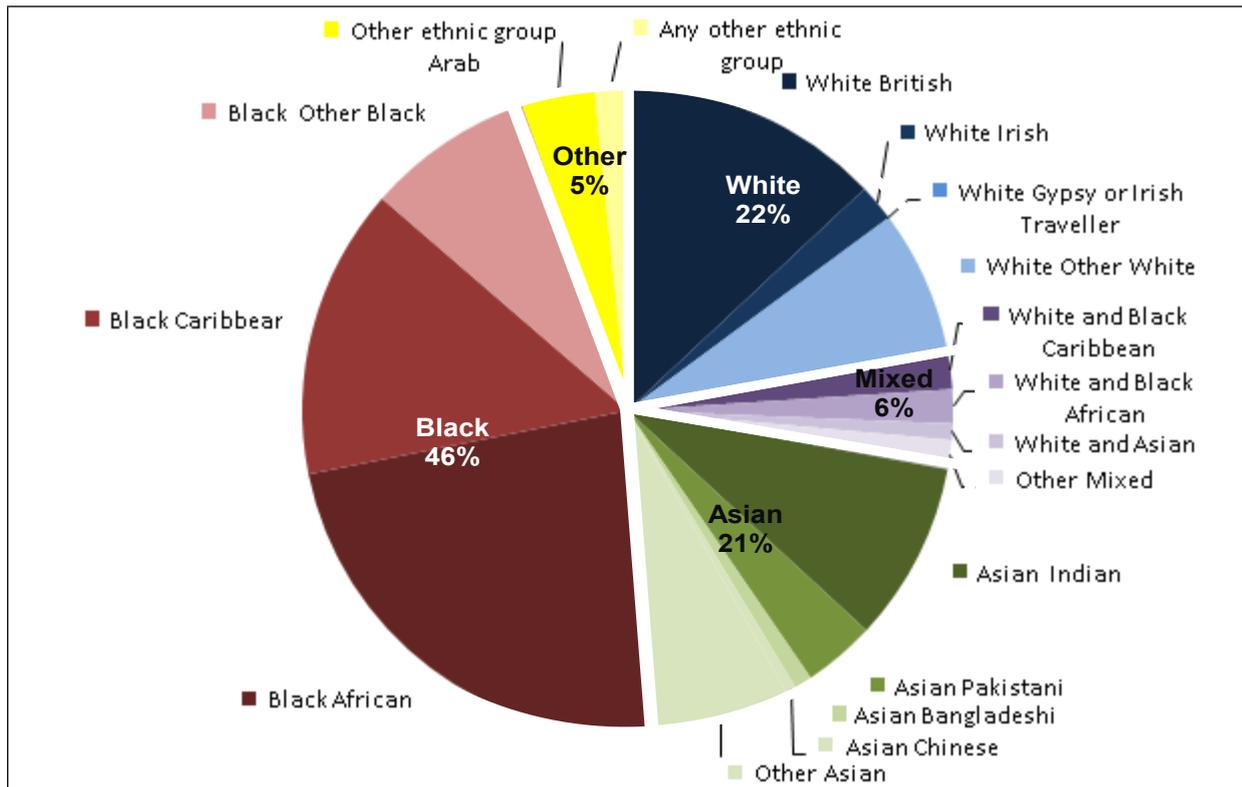
Figure three: Percentage of those working, working part-time by age-group



Ethnicity

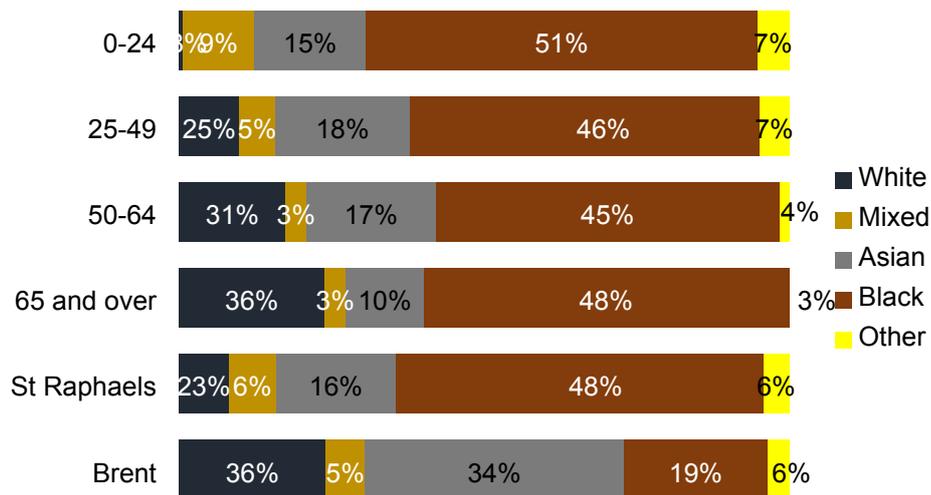
Almost half (46 percent) of St Raphael's estate is Black, with Black African making up 23 percent of the whole population. The White population is the second largest population group, making up 22 percent of St Raphael's, followed by the Asian population, 21 percent.

Figure four: Ethnic profile



The ethnic profile varies with age; although the Black population remains fairly constant comprising around half the population in all age groups, the White population proportion increases with age doubling from 18 percent of the under 25s to 36 percent of the 65 and over. The Mixed population proportion increases as age decreases, tripling from three percent of those aged 50 and over to nine percent of the under 25s.

Figure five: Ethnic profile by age

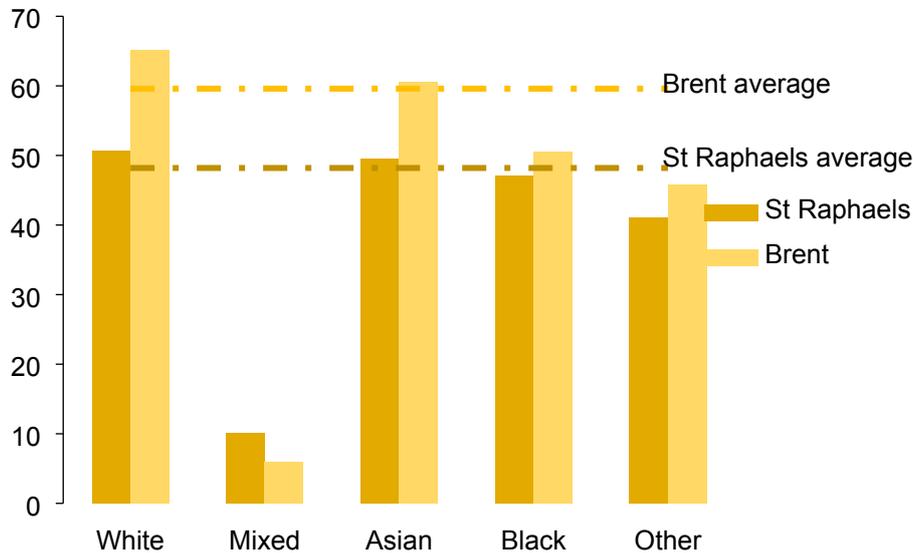


Employment by ethnicity

Employment varies by ethnicity in Brent and in St Raphael's. The employment rate for White and Asian people is higher than average for both Brent and St Raphael's. The employment rate for Black people is slightly lower than average in St Raphael's. In Brent the employment

rate for Black people is a lot lower than the average employment rate. Employment rates in St Raphael's are lower by ethnicity than the employment rates for Brent except for those with Mixed ethnic background.

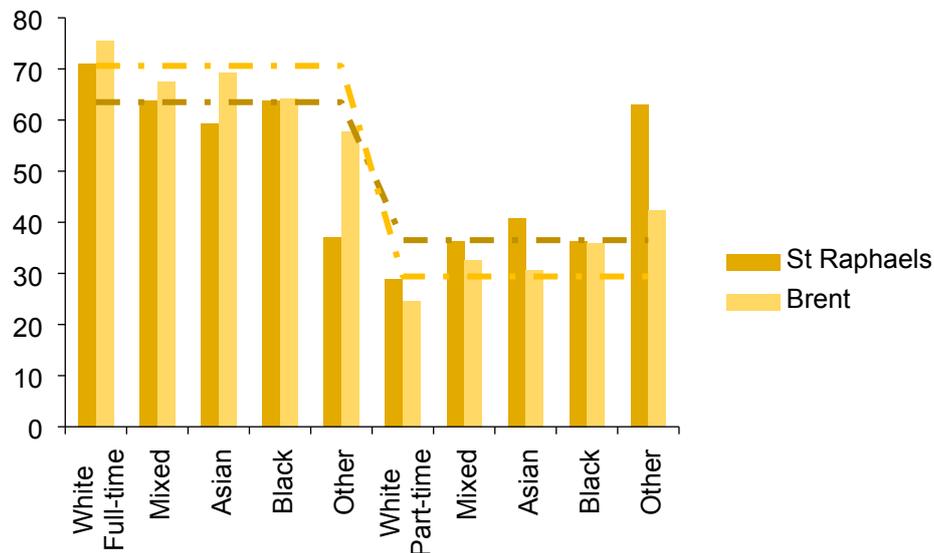
Figure six: Employment rate by ethnicity



Working pattern by ethnicity

For all ethnicities apart from Black, there is a lower proportion of people in employment working full-time in St Raphael's than in Brent. White people have a higher than average proportion of full-time workers, and those from Other backgrounds have a much lower proportion of full-time workers than the average for St Raphael's. Brent is different with a lower than average proportion of full-time workers from Mixed, Black and Other ethnicities.

Figure seven: Working pattern by ethnicity – dotted line shows the average



Country of birth

Almost half (48 percent) of St Raphael's' residents were born outside the UK, which is less than the 56 percent of Brent residents born outside of the UK.³ Of the 48

³ This information was taken from the 'Diversity in Brent Profile 2017'. This can be found at

percent of St Raphael's residents born outside the UK, 18 percent were born in Africa, and 15 percent in Asia and the Middle East. This differs from the 10 percent of Brent residents born in Africa, and 23 percent born in Asia.

Figure eight: Country of birth

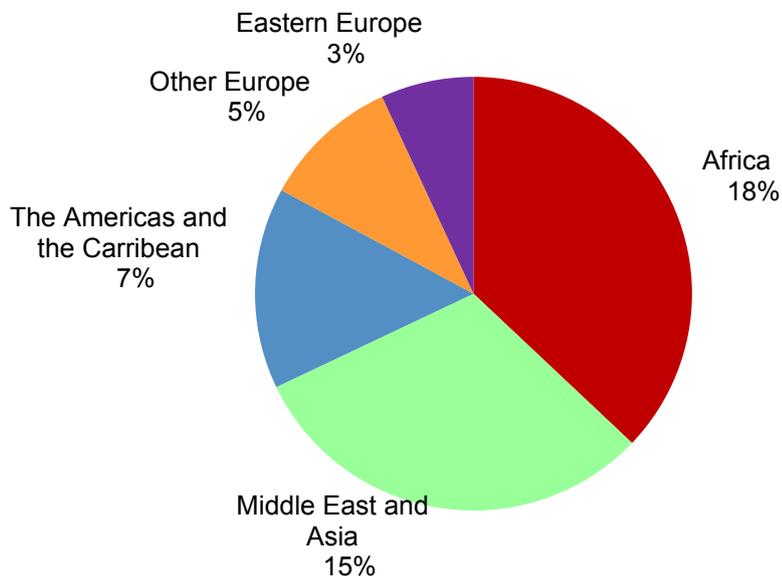
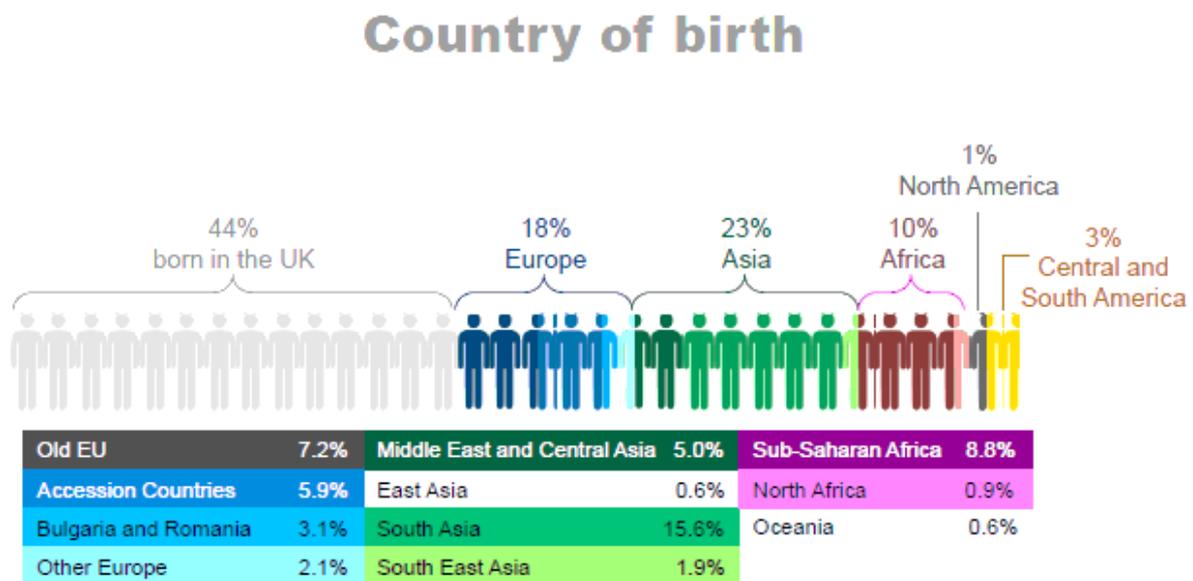


Figure nine: Country of birth - Brent⁴



The majority of people born outside the UK in St Raphael's were under 25 (61 percent). As age increased, the number of people born outside the UK decreased, ranging from 536 children aged under 16 to 17 people aged 65 and over. This differs from the Brent data as

<https://intelligence.brent.gov.uk/Pages/DocumentDisplayView.aspx?ItemID=668>.

⁴ This information was taken from the 'Diversity in Brent Profile 2017'. This can be found at <https://intelligence.brent.gov.uk/Pages/DocumentDisplayView.aspx?ItemID=668>.

the majority (49 percent) of those born outside the UK are between the ages of 25 to 49. Foreign born people make up 31 percent of the working age population in St Raphael's, lower than the 49 percent, the proportion for Brent.

Figure ten: Age of people born outside the UK in St Raphael's

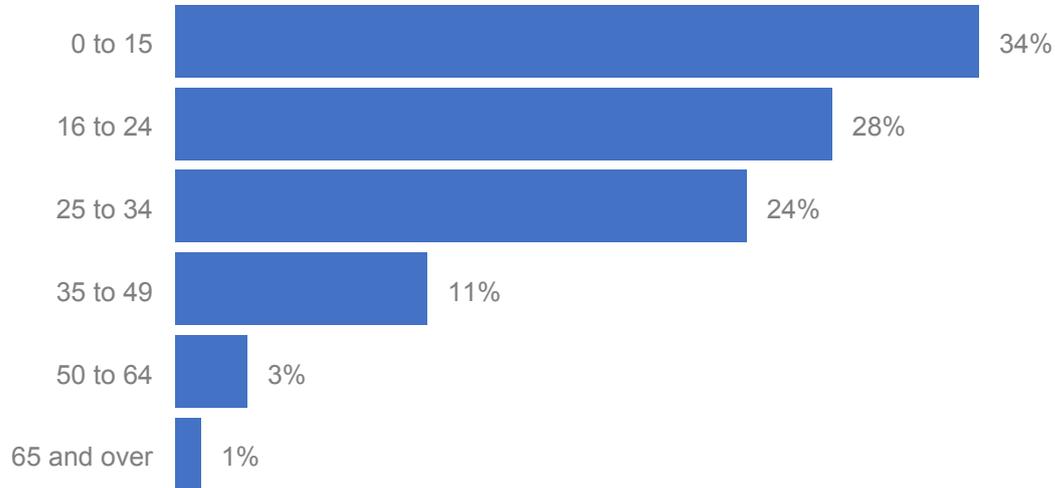
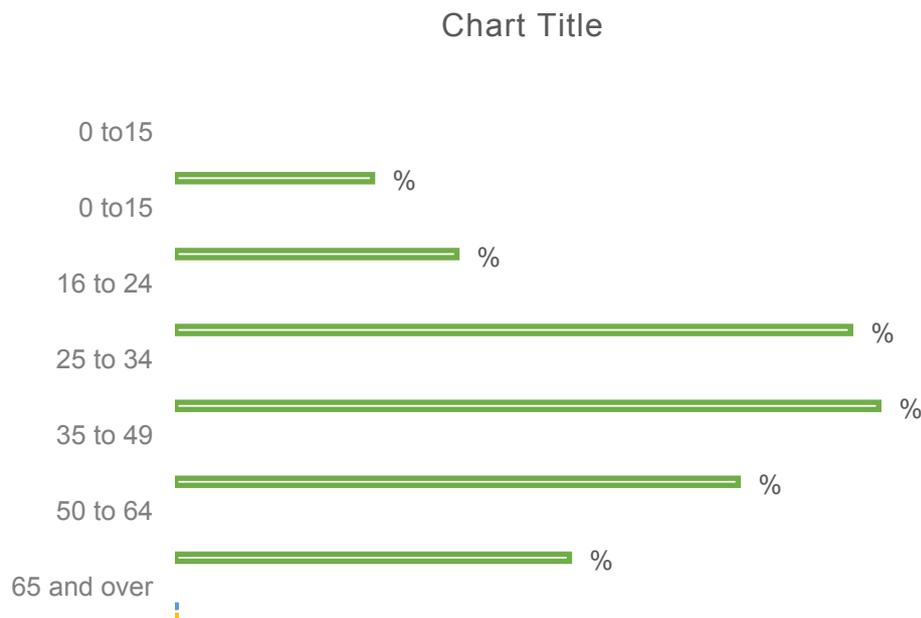


Figure eleven: Age of people born outside the UK in Brent⁵

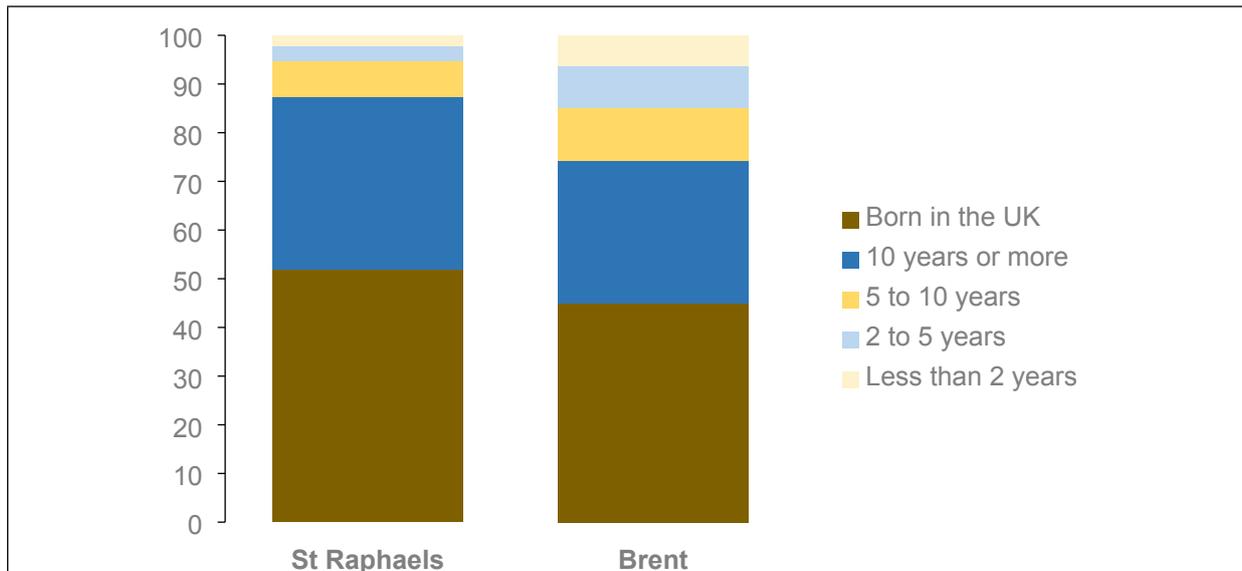


Time lived in UK

Over a third of St Raphael's residents born abroad had lived in the UK for over 10 years. This is higher than the Brent average of 29 percent. Only 2 percent had been in the UK for less than two years.

Figure twelve: Length of time lived in the UK

⁵ This information was taken from the London Datastore 'Country of Birth – Population Pyramid tool'. This can be found at <https://data.london.gov.uk/dataset/country-of-birth---population-pyramid-tool>.



Language

In Brent, 8.0 percent of residents cannot speak English. The percentage of people in St Raphael's that cannot speak English is lower at 6.8 percent. The percentage is the same for the working age population, and in numbers, 142 people do not speak English.

After English, which is spoken as a main language by 81.5 percent of St Raphael's, the most spoken language is Gujarati (5.9 percent), followed by Arabic (3.7 percent). Similarly in Brent, Gujarati (8 percent) is the most spoken language, followed by Arabic (3 percent) and Polish (3 percent).⁶

Figure thirteen: Main languages spoken in St Raphael's

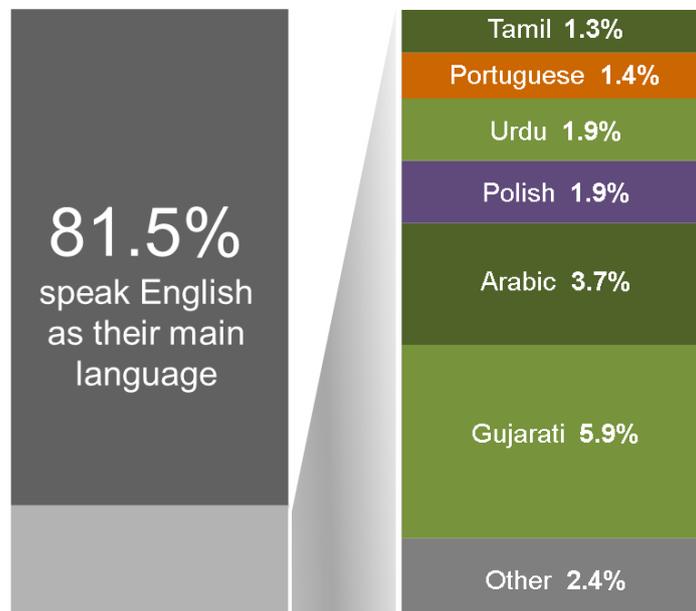
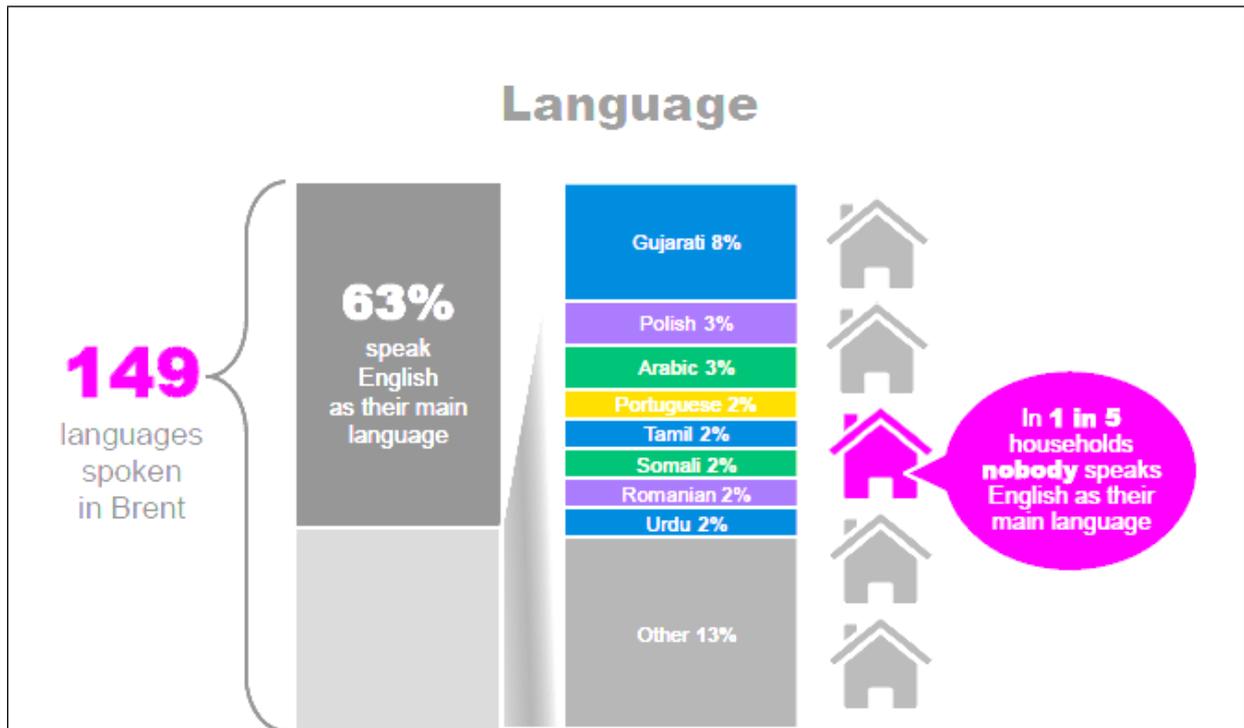


Figure fourteen: Main languages spoken in Brent⁷

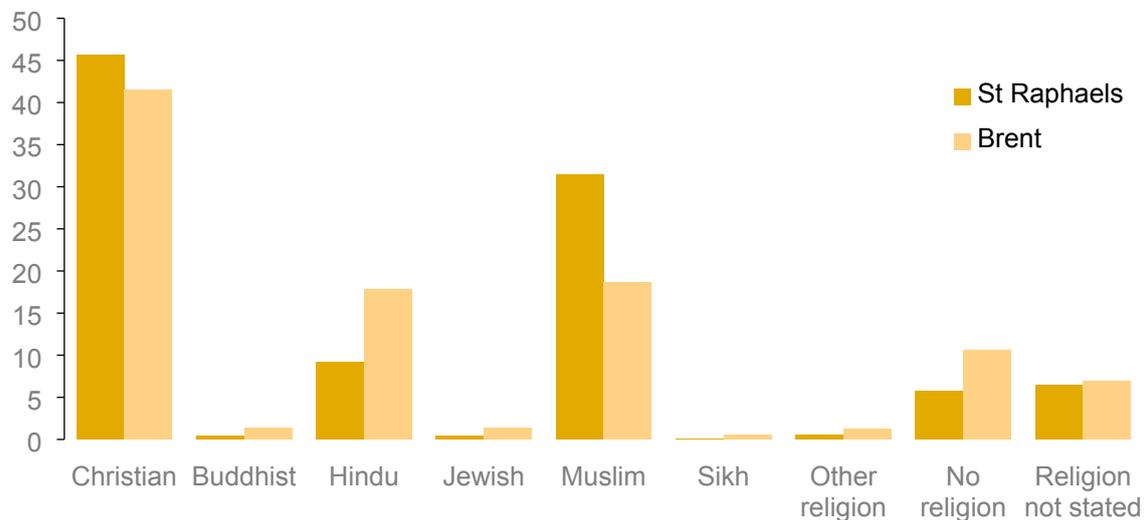
⁶ This information was taken from the 'Diversity in Brent Profile 2017'. This can be found at <https://intelligence.brent.gov.uk/Pages/DocumentDisplayView.aspx?ItemID=668>.

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Religion

There is a higher proportion of Muslims and a slightly higher proportion of Christians in St Raphael's than in Brent. There are fewer Hindus and fewer people with no religion.



Household composition

There are 170 single parent households with dependent children on St Raphael's estate. As a proportion of households on the estate, this (16 percent) is almost twice as many as the proportion of single parent households in Brent (9 percent). The majority of these households (95 percent) in St Raphael's are headed up by single female parent, which is similar to the 94 percent of single females making up the single parent households in Brent.

Half (49 percent) of the single parents in St Raphael's do not work and a quarter (25 percent) work part-time, with the remaining quarter (26 percent) working full-time. Likewise for Brent, almost half (46 percent) of the single parent households are not working, a quarter (25 percent) of these parents work full-time, with the remaining (29 percent) working part-time.⁸

Figure fifteen: St Raphael's Single parents with dependent children working pattern

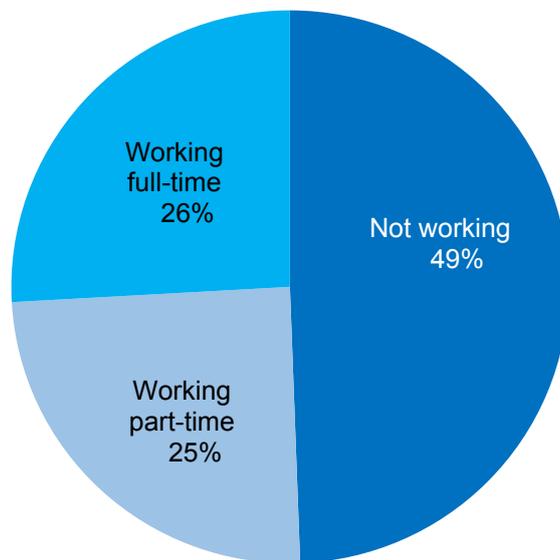
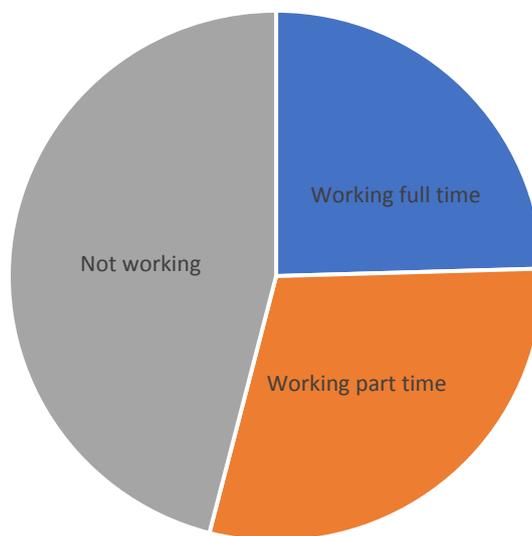


Figure sixteen: Brent's Single parents with dependent children working pattern⁹



Almost a third of the households in St Raphael's comprises of one couple families¹⁰. Of these families, 13 percent do not have children. There are 481 couple families with

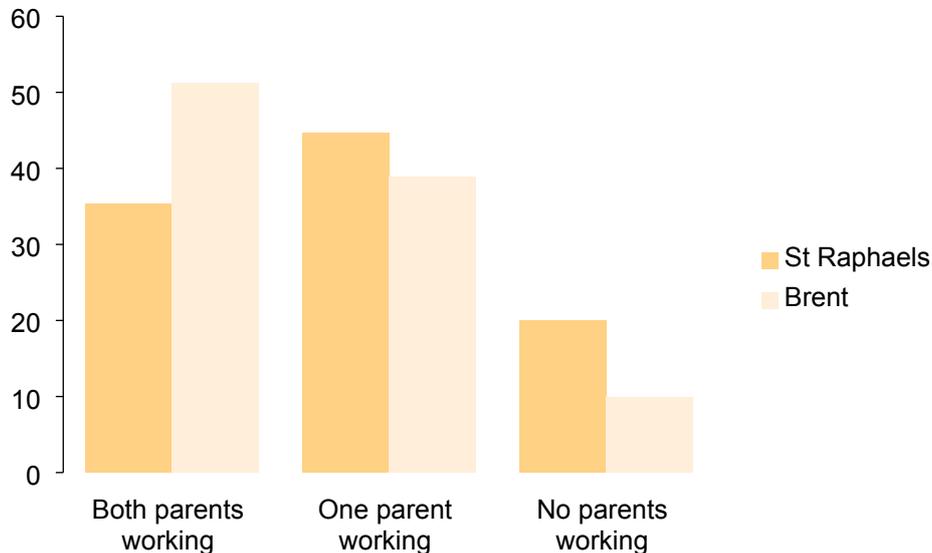
⁸ This information was taken from the '2001 to 2011 Census Borough Lone Parents Households with Dependent Children' report. This can be found at <https://intelligence.brent.gov.uk/Pages/DocumentDisplayView.aspx?ItemID=151>

⁹ This information was taken from the '2001 to 2011 Census Borough Lone Parents Households with Dependent Children' report. This can be found at <https://intelligence.brent.gov.uk/Pages/DocumentDisplayView.aspx?ItemID=151>

¹⁰ A couple here could be married, in a same sex civil partnership, or cohabiting

dependent children in St Raphael's. Of these 20.0 percent have no parents working, more than twice as many as Brent, 9.9 percent. There is a lower percentage of families with both parents working, 35 percent compared to 51 percent in Brent.

Figure seventeen: Families with children and employment status



Disabilities

There are 2,409 residents aged 16 and over on St Raphael's estate. Of these, 528 say their activities: 259 are limited a lot and 269 a little.

Table one: Employment by disability for St Raphael's and Brent

		In employment	Unemployed	Economically inactive
Activities limited a lot	St Raphael's	8.5	3.1	88.4
	Brent	13.2	2.4	84.5
Activities limited a little	St Raphael's	28.6	6.3	65.1
	Brent	32	6.1	61.9
Activities not limited	St Raphael's	56.5	12	31.6
	Brent	67.4	7.2	25.5

- For each "protected characteristic" provide details of all the potential or known impacts identified, both positive and negative, and explain how you have reached these conclusions based on the information and evidence listed above. Where appropriate state "not applicable".

AGE	
Details of impacts identified	The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.

	<p>We are aware that there are facilities for young people - nurseries and a children's centre on the St Raphael's estate, as well as the Phoenix Arch School. We also know that different age groups can require different facilities both in the community and within the home.</p> <p>We are aware of the feedback to date in regards to young people and the desire for facilities for young which will be fed into our work.</p> <p>We are aware that as at 2011 the population of children was above the Brent average</p> <p>We would seek to ensure that there is representational engagement throughout the process</p>
DISABILITY	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We are aware that Phoenix Arch School is a special school for children aged 5 to 11. We are also aware that different facilities and the way in which individuals are able to carry out their day to day activities need to be considered for those who have disabilities.</p> <p>We would seek to ensure that there is representational engagement throughout the process</p>
RACE	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We would seek to ensure that there is representational engagement throughout the process, including considering how the ethnic profile changes based on age for some ethnicities.</p>
SEX	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p>

	<p>We would seek to ensure that there is representational engagement throughout the process</p> <p>The make-up of single parent families should be considered as the majority are female headed families.</p>
SEXUAL ORIENTATION	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We would seek to ensure that there is representational engagement throughout the process</p>
PREGANCY AND MATERNITY	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We would seek to ensure that there is representational engagement throughout the process</p> <p>We are aware that there are facilities - nurseries and a children's centre which maybe used by those who are pregnant or on maternity leave, or require those facilities in order to return to work.</p>
RELIGION OR BELIEF	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We would seek to ensure that there is representational engagement throughout the process</p> <p>There is St Patricks Church and we would seek to understand if there were any other religious establishments on St Raphael's. We will be mindful of the religious composition including in regards to when consultation events are held.</p>
GENDER REASSIGNMENT	

Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We would seek to ensure that there is representational engagement throughout the process</p>
MARRIAGE & CIVIL PARTNERSHIP	
Details of impacts identified	<p>The judgement to date on the potential impact of the policy or proposal on groups with each protected characteristic is based on the intention that housing, transport, environmental and community improvements, and development opportunities will on the whole have a positive impact, however until the options are developed this cannot be analysed.</p> <p>We would seek to ensure that there is representational engagement throughout the process</p>

3. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No

4. Were the participants in any engagement initiatives representative of the people who will be affected by your proposal and is further engagement required?

Engagement has only just begun. Further engagement will be carried out and we will seek that this is representative of the people who will be affected.
 We have data from the Your Shout engagement and will review what other data we hold from engagement, to analyse how representative this engagement was so that this can be built on.

5. Please detail any areas identified as requiring further data or detailed analysis.

A full engagement and consultation process will need to be undertaken following any approval from Cabinet.
 Further background information will be required
 This will allow for a full EA to be carried out.

6. If, following your action plan, negative impacts will or may remain, please explain how these can be justified?

This is unknown at present

7. Outline how you will monitor the actual, ongoing impact of the policy or proposal?

This will be developed once an option is agreed.
 As we are developing the option we will continually review to see if we are representationally engaging with the community and reviewing how proposals impact on protected characteristics

SECTION C - CONCLUSIONS

Based on the analysis above, please detail your overall conclusions. State if any mitigating actions are required to alleviate negative impacts, what these are and what the desired outcomes will be. If positive equality impacts have been identified, consider what actions you can take to enhance them. If you have decided to justify and continue with the policy despite negative equality impacts, provide your justification. If you are to stop the policy, explain why.

A full EA cannot be completed at this time as the options need to be developed and engagement with the local community needs to take place.
 The options have an opportunity to have positive effects on all of the community, but it will be a key part of the process to ensure that there is robust engagement and that we review impacts of proposals on protected characteristics.
 Socio-economic considerations are important as part of this work as will be a consideration of engagement with those individuals who do not speak English or English is not the main language

SECTION D – RESULT

<i>Please select one of the following options. Mark with an "X".</i>		
A	CONTINUE WITH THE POLICY/PROPOSAL UNCHANGED	X
B	JUSTIFY AND CONTINUE THE POLICY/PROPOSAL	
C	CHANGE / ADJUST THE POLICY/PROPOSAL	
D	STOP OR ABANDON THE POLICY/PROPOSAL	

SECTION E - ACTION PLAN

This will help you monitor the steps you have identified to reduce the negative impacts (or increase the positive); monitor actual or ongoing impacts; plan reviews and any further engagement or analysis required.

Action	Expected outcome	Officer	Completion Date
To have a full engagement and consultation process with tenants and the local community, that is representational	Final proposal meets the needs of the current and future community as far as possible. We ask as part of consultation processes for personal data in order to monitor if we are engaging representationally	Jill Rennie (lead)	TBC – this will be dependent on the outcome of Cabinet but anticipate summer 2019
To establish a Tenants/Residents/Stakeholders Board	That the community has been fully involved in the decision making process for St Raphael's.	Jill Rennie (lead) but this will be led by the community	TBC – this will be dependent on the outcome of Cabinet but anticipate Q4 18/19
A Multi-disciplinary Design Team will also be engaged which will have consultation and engagement as a key component of their work	Final proposal meets the needs of the current and future community as far as possible	Jill Rennie (lead)	TBC – this will be dependent on the outcome of Cabinet but anticipate by Q4 18/19
To gather more background data to understand the composition of the Estate	To understand the composition of the community	Jill Rennie (lead)	TBC – this will be dependent on the outcome of Cabinet but anticipate completion summer

			2019 but will be an on-going process to completion with as much information gathered as soon as possible
Further actions will be added as the work progresses, the above are those required to begin		Jill Rennie (lead)	

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Jill Rennie
REVIEWING OFFICER:	Patrick Doherty
HEAD OF SERVICE:	Richard Barrett