

## H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2025-26 Q2
Name and details of policy, strategy, function, project, activity, or programme	<p>Title of EIA: Award of contract for for roof replacement to 1-32 Joanna House W6 and 9-67 Muscal House</p> <p>Short summary: EIA in support of proposal to award a contract for the This report seeks approval to award a contract for the replacement of roof coverings to two high-rise blocks, 1-32 Joanna House, an eight-storey mansion block situated on the Queen Caroline estate, and 9-67 Muscal House, a twelve-storey tower block forming part of the Field Road estate (also known as the Margravine estate).</p>
Lead Officer	<p>Name: Vince Conway</p> <p>Position: Senior Programme Officer, Capital Delivery</p> <p>Email: vince.conway@lbhf.gov.uk</p> <p>Telephone No: 07776 672481</p>
Date of completion of final EIA	27 / 08 / 25

Section 02	Scoping of Full EIA
Plan for completion	Desktop exercise carried out by report author

<b>Analyse the impact of the policy, strategy, function, project, activity, or programme</b>	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.		
	<b>Protected characteristic</b>	<b>Analysis</b>	<b>Impact:</b> Positive, Negative, Neutral
	Age	<p>Safe execution of the works will require the erection of scaffolding and/or other mobile works platforms which may affect routes of access and egress to the building. Therefore there may be some short-term negative impacts on this protected group. However, the contractor will use appropriately approved companies to design, erect and maintain scaffolds or other mobile work platforms and provide a fully developed access/egress strategy to minimise inconvenience.</p> <p>The works will improve the energy performance of the top floor flats and ensure the weathertightness of the buildings. The project is therefore analysed as having both positive and negative impacts, with the positive outweighing the short-term negative impacts.</p>	Positive and Negative
	Disability	<p>Safe execution of the works will require the erection of scaffolding and/or other mobile works platforms which may affect routes of access and egress to the building. Therefore there may be some short-term negative impacts on Disabled residents. However, the contractor will use appropriately approved companies to design, erect and maintain scaffolds or other mobile work platforms and provide a fully developed access/egress strategy to minimise inconvenience.</p> <p>The works will improve the energy performance of the top floor flats and ensure the weathertightness of the buildings. The project is therefore analysed as having both positive and negative impacts, with the positive outweighing the short-term negative impacts.</p>	Positive and Negative
	Gender reassignment	<p>The project does not contain any specific provisions for transitioning or transgender people, though members of this protected group within top floor flats would especially benefit from the improvements to the building's weathertightness and thermal efficiency. The project team are aware that the works may disproportionately affect trans residents due to privacy concerns or safety during construction period. The council and contractor's resident liaison team will work jointly to meet all residents with this protected characteristic and address specific needs.</p>	Neutral

	Marriage and Civil Partnership	The project does not contain any specific provisions affecting marriage or civil partnership, all residents of top floor flats will benefit from the works undertaken. The council and contractor's resident liaison team will work jointly to meet all residents with this protected characteristic and address specific needs.	Neutral
	Pregnancy and maternity	Safe execution of the works will require the erection of scaffolding and/or other mobile works platforms which may affect routes of access and egress to the building. Therefore there may be some short-term negative impacts on residents who are pregnant or have young children. However, the contractor will use appropriately approved companies to design, erect and maintain scaffolds or other mobile work platforms and provide a fully developed access/egress strategy to minimise inconvenience. The works will improve the energy performance and general safety of the buildings. The project is therefore analysed as having both positive and negative impacts, with the positive outweighing the short-term negative impacts.	Positive and Negative
	Race	The project does not contain any specific provisions regarding race, all residents of top floor flats will benefit from the works undertaken. The project team are aware that language barriers or religious observances may affect resident engagement or access during works. The council and contractor's resident liaison team will work jointly to meet all residents with this protected characteristic and address specific needs.	Neutral
	Religion/belief (including non-belief)	The project does not contain any specific provisions for religious/non-religious groups, all residents of top floor flats will benefit from the works undertaken. The project team are aware that language barriers or religious observances may affect resident engagement or access during works. The council and contractor's resident liaison team will work jointly to meet all residents with this protected characteristic and address specific needs.	Neutral
	Sex	The project does not contain any specific provisions for men or women, all residents of top floor flats will benefit from the works undertaken. The project team are aware that lone female residents or female carers might experience construction-related anxiety or disruption differently. The council and contractor's resident liaison team will work jointly to meet all residents with this protected characteristic and address specific needs.	Neutral
	Sexual Orientation	The project does not contain any specific provisions for lesbian, gay, bisexual, or heterosexual people, all residents of top floor flats will benefit from the works undertaken. The council and contractor's resident liaison team will work jointly to meet all residents with this protected characteristic and address specific needs.	Neutral

	Care-experience	The project does not contain any specific provisions for care-experienced residents. However, contractors will be aware of the council's commitment to supporting care-experienced individuals, particularly those aged 16-25, and specific needs will be addressed with sensitivity where identified as part of resident interaction.	Neutral
	<b>Human Rights or Children's Rights</b>		
	If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for advice		
	Will it affect Human Rights, as defined by the Human Rights Act 1998? No Will it affect Children's Rights, as defined by the UNCRC (1992)? No		

<b>Section 03</b>	<b>Analysis of relevant data</b> Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
<b>Documents and data reviewed</b>	There is insufficient demographics data on each block to reliably inform the project at this stage. Once in contract the council's resident liaison team will work with the preferred supplier's equivalent team and aim to meet every resident, leaseholder or tenant face to face to carry out a "Resident Profile" survey. Protocols, appointments etc may be adjusted to accommodate specific needs
<b>New research</b>	N/A

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	Residents have regular communications about the project and this will continue throughout the duration of the project.
<b>Analysis of consultation outcomes</b>	The scheme has been informed by feedback from residents at consultation events and through the Section 20 leaseholder consultation process

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
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<b>Analysis</b>	Resident satisfaction surveys will be undertaken post-works and feedback will be analysed to inform future projects. Where possible feedback will be disaggregated by protected characteristics.
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<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	

<b>Section 07</b>	<b>Action Plan</b>					
<b>Action Plan</b>	Note: You will only need to use this section if you have identified actions as a result of your analysis					
	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan
	Temporary access disruption for vulnerable residents (e.g. older people, Disabled, pregnant)	Develop and communicate access strategy tailored to vulnerable groups; ensure contractor compliance	Pre-construction	Senior Customer Liaison Manager, Capital Delivery	Minimise disruption for Disabled, elderly, pregnant and ensure safe, inclusive access during works	
	Anxiety or safety concerns among lone residents (e.g. women, carers)	Include reassurance messaging in communications; offer direct contact for concerns	Pre-construction and during works	Senior Customer Liaison Manager, Capital Delivery	Improve resident confidence and reduce stress during construction	
	Communication barriers for residents with	Provide translated materials, visual	Pre-construction and during works	Senior Customer Liaison	Ensure all residents understand the	

	limited English or literacy	guides and offer verbal briefings where needed		Manager, Capital Delivery	scope, timeline, and safety measures of the project	
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<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
<b>Senior Managers' sign-off</b>	Name: Richard Buckley Position: Assistant Director, Resident and building safety Email: Richard.buckley@lbhf.gov.uk Telephone No: 07769882207 Considered at relevant DMT:
<b>Key Decision Report (if relevant)</b>	Date of report to Cabinet Member: September 2025 Key equalities issues have been included:
<b>Equalities Advice (where involved)</b>	Name: Yvonne Okiyo Position: Strategic Lead Equity, Diversity and Inclusion Date advice / guidance given: 01.09.25 Email: <a href="mailto:Yvonne.okiyo@lbhf.gov.uk">Yvonne.okiyo@lbhf.gov.uk</a> Telephone No: 07824 836 019