

Appendix 3 - H&F Equality Impact Analysis

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: Procurement Strategy for Edward Woods towers external façade and window replacement works</p> <p>Short summary: EIA in support of a proposal to engage a contractor to undertake major works to three tower blocks on the Edward Woods estate. Works include the installation of a new A1-rated cladding system, replacement windows, and smoke control and ventilation improvement works.</p>
Lead Officer	<p>Name: Vince Conway</p> <p>Position: Senior Programme Officer, Capital Delivery</p> <p>Email: vince.conway@lbfh.gov.uk</p> <p>Telephone No: 07776 672481</p>
Date of completion of final EIA	31 / 07 / 25

Section 02	Scoping of Full EIA
Plan for completion	Desktop exercise carried out by report author
Analyse the impact of the policy, strategy, function, project, activity, or programme	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.

	Protected characteristic	Analysis	Impact: 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. Older residents may be more likely to be at home for longer periods of time and so may be more susceptible to any disruption caused by the major works. However, the dedicated resident liaison team will be an additional point of contact that is not usually available. The team will be able to signpost other services provided by the council or external agencies and liaise with housing management to ensure that resident details are updated with the most current information.</p> <p>The works will significantly 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.</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 residents who identify as Disabled. 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>	Positive and Negative

		<p>The contractor and council resident liaison teams meet every resident, leaseholder or tenant of leaseholder face to face to carry out a “Resident Profile” survey. Bespoke communication strategies will be developed where required to ensure all residents are fully aware of project and understand implications e.g. using assistive technology or engaging additional specialist support.</p> <p>The works will significantly 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.</p>	
	Gender reassignment	<p>The project does not contain any specific provisions for transitioning or transgender people. However, it is acknowledged that trans residents may have specific privacy or safety concerns around operatives working in their homes. Resident liaison officers will work with this protected group to put in place appropriate measures to mitigate these concerns.</p>	Neutral
	Marriage and Civil Partnership	<p>The project does not contain any specific provisions affecting marriage or civil partnership</p>	Neutral
	Pregnancy and maternity	<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 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 resident liaison team and other site operatives will be on hand to provide additional assistance where required.</p>	Positive and Negative

		<p>The works will significantly 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.</p>	
	Race	<p>The project does not contain any specific provisions regarding race, the works are physical in nature as they relate to the external fabric of the building, they will not be expected to impact cultural practices. As the works are physical in nature and do not affect service delivery or community interaction, no differential impact is expected</p> <p>Bespoke communication strategies will be developed where required to ensure all residents are fully aware of project and understand implications e.g. using translation services or scheduling works with due regard to cultural sensitivities.</p>	Neutral
	Religion/belief (including non-belief)	<p>The project does not contain any specific provisions regarding religion/belief, the works are physical in nature as they relate to the external fabric of the building, they will not be expected to impact religious practices. As the works are physical in nature and do not affect service delivery or community interaction, no differential impact is expected.</p> <p>Bespoke communication strategies will be developed where required to ensure all residents are fully aware of project and understand implications e.g. scheduling works with due regard to religious practices.</p>	Neutral
	Sex	<p>The project does not contain any specific provisions for men or women. However, it is acknowledged that lone female residents may have specific privacy or safety concerns around operatives working in their homes. Resident liaison officers will work with this protected group to put in place appropriate measures to mitigate these concerns.</p>	Neutral

	Sexual Orientation	The project does not contain any specific provisions for lesbian, gay, bisexual, or heterosexual people. As the works are physical in nature and do not affect service delivery or community interaction, no differential impact is expected.	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

Human Rights or Children's Rights

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

Section 03	<p>Analysis of relevant data</p> <p>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.</p>
Documents and data reviewed	<p>It is anticipated that there will be significant representation of groups that share protected characteristics although there is no evidence to suggest that representation in the subject blocks is significantly different from the rest of the estate. The primary driver for investment is the need to ensure the buildings comply with current safety standards. Resident profiling will be undertaken within the subject blocks to identify and assist vulnerable residents or those with specific needs and the successful contractor will be required to demonstrate a robust and inclusive resident liaison process.</p>
New research	N/A

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

Section 05	Analysis of impact and outcomes
Analysis	Resident satisfaction surveys will be undertaken post-works. The resident consultation process is regularly reviewed and informed by the outcomes of previous schemes, e.g. recent changes have included introducing use of QR codes as an alternative to handwritten replies submitted via post. This is expected to generate greater coverage. Residents have the opportunity to submit subjective comments which are reviewed and followed up as required. Survey results will be analysed to identify trends and inform future procurement and resident engagement strategies

Section 06	Reducing any adverse impacts and recommendations
Outcome of Analysis	Customer care is a key criterion in the tender evaluation process. The preferred supplier will have dedicated resident liaison officers to reach out to residents, identify specific needs, and tailor works accordingly. Complaints or other communications will be analysed to ensure meaningful feedback can be produced around equality and diversity impacts.

Section 07	Action Plan					
Action Plan	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	Develop and communicate	Pre-works	Ken Lee, Senior	Minimised disruption	

	issues for vulnerable residents	alternative access routes		Project Manager	and maintained accessibility		
	Lack of awareness or engagement amongst residents	Robust communication plan to be followed; close monitoring of access issues	Pre-works and during construction period	Anna Kalmikova, Senior Client Liaison Officer	100% access to flats and all homes receive proposed improvement works		
	Residents unaware of project	Ensure all communication materials are accessible (e.g., large print, translated versions).	Pre-works and during construction period	Anna Kalmikova, Senior Client Liaison Officer	All residents have the opportunity to access details of the project		
	Non-access	<i>Monitor and log all access issues during works to inform mid-project adjustments</i>	Pre-works and during construction period	Anna Kalmikova, Senior Client Liaison Officer	Access issues resolved		

Section 08 Senior Managers' sign-off	Agreement, publication and monitoring
	Name: Richard Buckley Position: Assistant Director, Resident and building safety Email: Richard.buckley@lbhf.gov.uk Telephone No: 07769882207

	Considered at relevant DMT:
Key Decision Report (if relevant)	Date of report to Cabinet : November 2025 Key equalities issues have been included:
Equalities Advice (where involved)	Name: Yvonne Okiyo Position: Strategic Lead Equity, Diversity and Inclusion Date advice / guidance given: 30 th September 2025 Email: Yvonne.okiyo@lbhf.gov.uk Telephone No: 07824 836 012