

Estimated time taken to complete: 2 hours*

*Please note that this should be a working document and should be actively reviewed throughout the lifetime of the project/policy/service change



Pride in Place, St Nicholas Programme Equality Impact Assessment (EqIA) Form

September 2023-July 2027

Date created	June 2026
Approved by	Julie Baird
Owner	Jane Konopka/Daryl Jedowski
Version	1
Author	Jane Konopka
Business Unit and Team	Housing and Neighbourhoods

Please [click this link](#) to find the EqIA guidance toolkit for support in completing the following form.

For translations, braille or large print versions of this document please email
equalities@stevenage.gov.uk.

First things first:

Does this policy, project, service, or other decision need an EqlA?

Title:	Pride in Place Programme	
Please answer Yes or No to the following questions:		
Does it affect staff, service users or the wider community?	Yes	
Has it been identified as being important to particular groups of people?	Yes	
Does it or could it potentially affect different groups of people differently (unequal)?	Yes	
Does it relate to an area where there are known inequalities or exclusion issues?	Yes	
Will it have an impact on how other organisations operate?	Yes	
Is there potential for it to cause controversy or affect the council's reputation as a public service provider?	Yes	

Where a positive impact is likely, will this help to:	
Remove discrimination and harassment?	Yes
Promote equal opportunities?	Yes
Encourage good relations?	Yes

If you answered 'Yes' to one or more of the above questions you should carry out an EqlA.

Or if you answered 'No' to all of the questions and decide that your activity doesn't need an EqlA you must explain below why it has no relevance to equality and diversity.

You should reference the information you used to support your decision below and seek approval from your Assistant Director before confirming this by sending this page to equalities@stevenage.gov.uk.

N/A

I determine that no EqlA is needed to inform the decision on the .

Name of assessor:

Decision approved by:

Role:

Role: Assistant Director

Date:

Date:

Equality Impact Assessment Form

For a policy, project, strategy, staff or service change, or other decision that is new, changing or under review

What is being assessed?		Pride in Place Programme for St Nicholas Ward			
Lead Assessor	Jane Konopka Head of Community Development			Assessment team	Daryl Jedowski – Head of Corporate Policy Gemma Maret – Co-operative Neighbourhoods Programme Manager
Start date	May 2025	End date	July 2027		
When will the EqlA be reviewed? (Typically every 2 years)		End of programme			

Who may be affected by the proposed project?	Residents across the borough, specifically those living and connected to St Nicholas, Community and Voluntary groups, local businesses, hard to reach and under-served groups
What are the key aims of the proposed project?	The Pride in Place Programme is a borough-wide initiative to improve neighbourhoods through environmental enhancements, community-led activity, and partnership working.

What positive measures are in place (if any) to help fulfil our legislative duties to:					
Remove discrimination & harassment	The programme is underpinned by a Neighbourhood Board model, where local residents and stakeholders play a central role in shaping priorities and	Promote equal opportunities	The programme provides multiple accessible routes for involvement, enabling residents to engage in ways that suit their preferences, confidence levels, and	Encourage good relations	☐ The Neighbourhood Board provides a shared space for residents from different backgrounds to come together,

	decision-making. This ensures that a diverse range of voices are represented and that decision-making is not dominated by any single group. Clear expectations are set for all Board members, delivery partners, and funded groups to uphold equality, diversity and inclusion principles, with a zero-tolerance approach to discrimination, harassment, or exclusionary behaviour. Engagement activities, Board meetings, and events are designed as safe, respectful and inclusive spaces, with facilitation approaches that encourage all participants to contribute. Communications and engagement materials are designed to be		availability. These include: • Participation in the Neighbourhood Board • Joining or forming Friends of Groups or community-led initiatives • Attending local events and activities • Completing questionnaires, surveys and online engagement • Contributing ideas and feedback informally through outreach activities Decision-making on funding and project priorities is resident-led through the Neighbourhood Board, ensuring that investment reflects local needs,		discuss local issues, and make collective decisions, fostering mutual understanding and respect. Community-led activities, events, and environmental projects create opportunities for positive interaction between diverse groups, helping to break down barriers and reduce social isolation. The programme promotes a shared sense of ownership and pride in place, encouraging collaboration rather than competition between groups and communities. By supporting a wide range of ways to get involved—from informal engagement to structured leadership roles—the programme helps build stronger relationships, trust, and social cohesion
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	accessible and inclusive, ensuring that no group is excluded through language, format, or approach		experiences, and aspirations rather than top-down decisions. The programme recognises that some residents face barriers to participation and therefore adopts flexible and inclusive engagement approaches, including: • Outreach in community settings • Varied formats (in-person and digital) • Removing cost barriers to participation • Proactively seeking input from underrepresented groups All feedback, ideas and contributions—both formal and informal—are valued equally and fed into decision-making, ensuring a fair opportunity for all		across the neighbourhood.
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			residents to influence outcomes		
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What sources of data / information are you using to inform your assessment?	The assessment is informed by a mix of data, local insight and community engagement, including: • Indices of Multiple Deprivation (IMD) and local demographic data to understand need across neighbourhoods • Resident feedback gathered through discussions, surveys, questionnaires, and community events • Input from partners and community organisations, including voluntary, faith, and local groups • Learning from previous programmes and place-based initiatives • Qualitative insight and lived experience from residents, community representatives, and officers • The council's EqIA toolkit and equality guidance • Comparisons with county and national data
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In assessing the potential impact on people, are there any overall comments that you would like to make?	Overall, the Pride in Place programme is expected to have a positive impact across communities, particularly in improving local environments, increasing community pride, and strengthening social connections. The resident-led approach, through the Neighbourhood Board and wider engagement opportunities, helps ensure that decisions reflect a broad range of local voices and experiences. Multiple routes for involvement support inclusive participation and help reduce barriers for underrepresented groups. While no significant negative impacts have been identified, ongoing attention will be given to ensuring accessibility, broad representation, and equitable participation so that all residents can benefit from and influence the programme.
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Evidence and Impact Assessment

Explain the potential impact and opportunities it could have for people in terms of the following characteristics, where applicable:

Age					
Positive impact	Yes	Negative impact	None	Neutral Impact	None
Please evidence the data and information you used to support this assessment	The programme is expected to have a positive impact across all age groups. Improvements to local environments, increased community activity, and opportunities to engage in decision-making can benefit both younger and older residents. Younger people may benefit from increased opportunities to participate in community activities and have their voices heard, while older residents may benefit from enhanced local environments, improved accessibility, and reduced social isolation. The Neighbourhood Board and wider engagement methods (such as events and surveys) provide flexible ways for people of different ages to get involved, helping to ensure that decision-making reflects a broad range of perspectives. There is a risk that some age groups (particularly younger people or older residents with mobility or digital access barriers) may be less likely to participate. To mitigate this, the programme will adopt inclusive and varied engagement approaches, including in-person and informal opportunities, to ensure all age groups can contribute				
What opportunities are there to promote equality and inclusion?	A resident-led approach via the Neighbourhood Board ensures decisions on priorities and funding reflect diverse local views.		What do you still need to find out? Include in actions (last page)	Improve representation: Review participation data and take action to increase representation of underrepresented groups on the Neighbourhood Board and in engagement activities.	

	Multiple ways to get involved (Board, Friends groups, events, surveys, informal feedback) support inclusive participation. Targeted outreach and partnership working help engage underrepresented groups and reduce barriers. Community-led activities and environmental improvements create accessible, welcoming spaces and promote a sense of belonging. Bringing people together through shared activity helps strengthen inclusion and community cohesion. Use of existing partnerships with community groups and organisations support residents		Identify and remove barriers: Gather feedback (e.g. through surveys and outreach) to understand barriers to participation and adjust delivery (e.g. timing, accessibility, formats) accordingly. Strengthen inclusive engagement: Monitor who is engaging and adapt methods to ensure a broader and more diverse range of residents are being reached. Ensure fair decision-making: Regularly review funding decisions and outcomes to confirm they are equitable and reflect community need. Measure impact over time: Collect ongoing feedback and monitor outcomes to assess how different groups are benefiting and make improvements where needed
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Disability e.g., physical impairment, mental ill health, learning difficulties, long-standing illness					
Positive impact	Yes	Negative impact	None	Neutral impact	None
Please evidence the data and information you used to support this assessment	Census and local demographic data on disability Resident feedback from surveys, and engagement Partner input, including organisations supporting disabled residents Officer insight on barriers to access and participation Learning from previous programmes				
What opportunities are there to promote equality and inclusion?	A resident-led approach via the Neighbourhood Board ensures disabled residents have opportunities to influence local priorities and funding decisions. Multiple and accessible ways to get involved (Board, events, surveys, informal feedback) support participation for people with different needs and preferences. Targeted engagement and partnership working help identify and reduce barriers for disabled residents. The programme creates opportunities to deliver accessible and inclusive environmental improvements. Bringing people together through inclusive activities helps reduce isolation and strengthen community inclusion. Ensuring communications and engagement is delivered in a way to reduce issues through digital divide.		What do you still need to find out? Include in actions (last page)	Improve representation: Review involvement in the Neighbourhood Board and engagement activities and take action to increase participation from disabled residents where needed. Identify and remove barriers: Gather feedback to better understand accessibility barriers (e.g. physical access, communication formats, digital inclusion) and adjust delivery accordingly. Strengthen accessible engagement: Monitor and improve the accessibility of venues, communications, and activities to ensure inclusive participation. Ensure fair decision-making: Review funding decisions to ensure they reflect the needs of disabled residents and support inclusive outcomes. Measure impact over time: Collect ongoing feedback from disabled residents to assess	

	Ensure communications and engagement are accessible to community members for who english may be a second language.		whether accessibility and inclusion are improving and refine the programme as n
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Gender Reassignment					
Positive impact		Negative impact		Neutral impact	
Please evidence the data and information you used to support this assessment	No specific impacts have been identified for people undergoing gender reassignment. The programme's inclusive approach, including safe and respectful engagement spaces and zero tolerance of discrimination, supports participation for all residents				
What opportunities are there to promote equality and inclusion?	The programme promotes inclusive and respectful environments through its engagement and delivery approach, ensuring all residents, including those undergoing gender reassignment, feel able to participate safely.		What do you still need to find out? Include in actions (last page)		

Marriage or Civil Partnership					
Positive impact		Negative impact		Neutral impact	
Please evidence the data and information	No impacts have been identified in relation to marriage and civil partnership. This characteristic is not considered directly relevant to the delivery of the programme				

you used to support this assessment			
What opportunities are there to promote equality and inclusion?	No specific opportunities have been identified in relation to marriage and civil partnership, as this characteristic is not directly relevant to the programme. However, all activities are designed to be inclusive for all residents.	What do you still need to find out? Include in actions (last page)	

Pregnancy & Maternity					
Positive impact	yes	Negative impact		Neutral impact	
Please evidence the data and information you used to support this assessment	Local demographic/contextual data on families and young children Resident feedback from engagement activities Officer insight on participation barriers for parents/carers				
What opportunities are there to promote equality and inclusion?	The programme provides opportunities to create accessible, family-friendly environments and activities, supporting participation for those who are pregnant or have young children. Flexible engagement methods (e.g. events, informal activities and surveys) enable people to get involved in ways that suit their circumstances.	What do you still need to find out? Include in actions (last page)			

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Race					
Positive impact	Yes	Negative impact	None	Neutral impact	None
Please evidence the data and information you used to support this assessment	Census and local demographic data on ethnicity and population diversity across the borough Indices of Multiple Deprivation (IMD) and local insight highlighting areas where ethnic minority communities may experience inequalities Resident feedback from discussions, surveys, and community engagement activities Input from partners and community organisations, including voluntary, faith, and cultural groups representing diverse communities Officer knowledge and qualitative insight on barriers to participation and engagement for different ethnic groups Learning from previous programmes and engagement activity relating to inclusion and community cohesion The council's EqIA toolkit and equality guidance				
What opportunities are there to promote equality and inclusion?	A resident-led approach via the Neighbourhood Board ensures people from diverse ethnic backgrounds can influence priorities and funding decisions. Multiple ways to get involved (Board, events, surveys, informal engagement) support participation from a wide range of communities. Targeted outreach and partnership working with community, faith, and cultural		What do you still need to find out? Include in actions (last page)	Improve representation: Review Neighbourhood Board and engagement participation to ensure diverse ethnic communities are represented and take action where gaps are identified. Identify and remove barriers: Gather feedback to understand any barriers to participation (e.g. language, trust, awareness) and adapt engagement methods accordingly.	

	organisations help engage underrepresented groups and reduce barriers. The programme supports community-led activities that reflect different cultures and experiences, promoting inclusion and a sense of belonging. Bringing people together through shared activity helps strengthen understanding, reduce inequalities in participation, and build community cohesion. Ensure communications and engagement are accessible to community members for who english may be a second language.		Strengthen inclusive engagement: Monitor how effectively different communities are being reached and work with partners to widen participation. Ensure fair decision-making: Review funding decisions to ensure they reflect the needs and priorities of diverse communities. Measure impact over time: Collect ongoing feedback to assess whether the programme is supporting inclusion and community cohesion across different ethnic groups
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Religion or Belief					
Positive impact	Yes	Negative impact		Neutral impact	No significant unequal impacts identified, though some groups may be less likely to participate without

					targeted engagement.
Please evidence the data and information you used to support this assessment	Census and local demographic data on religion and belief Resident feedback from discussions, surveys, and engagement Input from community, voluntary and faith organisations Officer insight on participation and potential barriers Learning from previous engagement activity The council's EqIA toolkit and equality guidance				
What opportunities are there to promote equality and inclusion?	• A resident-led approach via the Neighbourhood Board ensures people of different faiths and beliefs can influence priorities and funding decisions. • Multiple ways to get involved (Board, events, surveys, informal engagement) support inclusive participation. • Partnership working with faith and community organisations helps engage diverse groups and build trust. • Shared activities and community projects create opportunities to promote understanding	What do you still need to find out? Include in actions (last page)	Improve representation: Review participation to ensure people from different religions and beliefs are represented and take action where needed. Identify barriers: Gather feedback to understand any barriers (e.g. timing around religious observance, awareness) and adapt delivery. Strengthen inclusive engagement: Monitor reach and work with faith groups to widen participation. Measure impact over time: Assess whether the programme is supporting inclusion and positive relations between different groups		

	and strengthen community cohesion.		
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Sex					
Positive impact	Yes	Negative impact	None	Neutral impact	None
Please evidence the data and information you used to support this assessment	Census and local demographic data on gender Resident feedback from discussions, surveys, and engagement Input from partners and community organisations Officer insight on participation and access to activities Learning from previous programmes and engagement activity The council's EqIA toolkit and equality guidance				
What opportunities are there to promote equality and inclusion?	A resident-led approach via the Neighbourhood Board ensures people of all genders can influence priorities and funding decisions. Multiple ways to get involved (Board, events, surveys, informal		What do you still need to find out? Include in actions (last page)	Improve representation: Review participation to ensure balanced representation across genders and address any gaps. Identify barriers: Gather feedback to understand any barriers to participation (e.g. safety, confidence, timing) and adapt delivery.	

	engagement) support inclusive participation. The programme can support safer, more welcoming public spaces, particularly benefiting women and girls. Community activities provide opportunities to encourage equal participation and representation.		Strengthen inclusive engagement: Monitor engagement levels and ensure activities are accessible and welcoming to all. Measure impact over time: Assess whether the programme is supporting equal participation and positive outcomes across genders.
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Sexual Orientation e.g., straight, lesbian / gay, bisexual					
Positive impact	yes	Negative impact		Neutral impact	
Please evidence the data and information you used to support this assessment	- Resident feedback from discussions, surveys, and engagement - Officer insight on participation and inclusion - Learning from previous programmes and engagement activity - The council's EqIA toolkit and equality guidance <i>(No specific impact identified due to the broad, place-based nature and target cohort of the programme.)</i>				
What opportunities are there to promote equality and inclusion?	A resident-led approach via the Neighbourhood Board ensures inclusive decision-making that reflects a wide range of perspectives. Multiple ways to get involved (Board, events, surveys, informal		What do you still need to find out? Include in actions (last page)	Improve representation: Monitor participation to understand whether LGBTQ+ residents are engaging and take action if gaps are identified. Identify barriers: Gather feedback to understand any	

	engagement) support participation for all residents. The programme promotes safe, respectful and inclusive environments, encouraging participation from LGBTQ+ residents. Community activities provide opportunities to foster inclusion, visibility, and a sense of belonging.		barriers to participation (e.g. confidence, perceived inclusivity) and adapt delivery. Strengthen inclusive engagement: Ensure activities and communications promote safe and welcoming environments. Measure impact over time: Review whether the programme supports inclusive participation and positive community outcomes.
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Socio-economic¹ e.g., low income, unemployed, homelessness, caring responsibilities, access to internet, public transport users, social value in procurement					
Positive impact	yes	Negative impact		Neutral impact	Low risk, mitigated through targeted delivery
Please evidence the data and information you used to support this assessment	Indices of Multiple Deprivation (IMD) and local data on income, employment, and deprivation levels Ward profiles and council intelligence on areas with higher socioeconomic need Resident feedback from discussions, surveys, and engagement				

¹Although non-statutory, the council has chosen to implement the Socio-Economic Duty and so decision-makers should use their discretion to consider the impact on people with a socio-economic disadvantage.

	Input from community and voluntary organisations working with disadvantaged groups Officer insight on barriers relating to cost, transport, digital access, and caring responsibilities Learning from previous place-based programmes The council's EqlA toolkit and equality guidance		
What opportunities are there to promote equality and inclusion?	A resident-led approach via the Neighbourhood Board ensures funding decisions reflect the needs of communities experiencing disadvantage. Multiple free and accessible ways to get involved (Board, events, surveys, informal engagement) reduce barriers to participation. Targeting of resources towards areas of higher deprivation helps address inequalities. The programme supports community-led activity and capacity building, enabling local groups to access funding and opportunities. Environmental improvements and activities help create inclusive, accessible neighbourhoods and improve quality of life. Ensure communications and Engagement are delivered in a	What do you still need to find out? Include in actions (last page)	• Improve reach: Monitor participation to ensure residents experiencing disadvantage are engaged and represented. • Identify barriers: Gather feedback on barriers (e.g. cost, transport, digital access, caring responsibilities) and adapt delivery. • Ensure fair allocation: Review funding decisions to ensure resources are reaching areas and groups most in need. • Strengthen inclusive engagement: Continue working with partners to reach underrepresented communities. • Measure impact over time: Assess whether the programme is reducing

	way that reduces impact from digital divide.		inequalities and improving outcomes in disadvantaged areas.
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Additional Considerations					
Please outline any other potential impact on people in any other contexts					
Positive impact		Negative impact		Neutral impact	
Please evidence the data and information you used to support this assessment					
What opportunities are there to promote equality and inclusion?		What do you still need to find out? Include in actions (last page)			

Consultation Findings

Document any feedback gained from the following groups of people:

Staff?		Residents?	
Voluntary & community sector?		Partners?	
Other stakeholders?			

Overall Conclusion & Future Activity

Explain the overall findings of the assessment and reasons for outcome (please choose one):		
1. No inequality, inclusion issues or opportunities to further improve have been identified		
Negative / unequal impact, barriers to inclusion or improvement opportunities identified	2a. Adjustments made	The assessment identifies no significant adverse impacts, however a number of opportunities to improve inclusion and participation have been identified. As a result, the programme includes the following adjustments: • A resident-led approach via the Neighbourhood Board to ensure decisions on priorities and funding reflect diverse local needs • Multiple and flexible ways to participate (e.g. Board, events, surveys, informal engagement) to reduce barriers • Targeted outreach and partnership working to engage underrepresented groups • A focus on accessible and inclusive delivery, including venues, communications, and environmental improvements • Ongoing monitoring and feedback to review participation, representation, and outcomes and make further improvements where needed The programme will therefore continue with these inclusive approaches embedded, ensuring it remains responsive and equitable for all residents.
	2b. Continue as planned	
	2c. Stop and remove	

Detail the **actions that are needed** as a result of this assessment and how they will help to **remove discrimination & harassment, promote equal opportunities** and / or **encourage good relations**:

Action	Will this help to remove, promote and / or encourage?	Responsible officer	Deadline	How will this be embedded as business as usual?
Ensure diverse representation on the Neighbourhood Board	Promote equal opportunities; Encourage good relations	Jane Konopka/Gemma Maret	September 26	Regular review of membership and targeted recruitment as part of programme governance
Provide multiple accessible ways to engage (events, surveys, informal engagement)	Promote equal opportunities	Community Development	ongoing	. Embedded in engagement planning and delivery for all programme activity
Undertake targeted outreach with underrepresented groups and communities	Promote equal opportunities; Encourage good relations	Paula Mills – Community Development		Built into engagement plans and partnership working arrangements
Ensure all activities, venues and communications are accessible and inclusive	Remove discrimination; Promote equal opportunities	Paula Mills – Community Development		Accessibility requirements included in project planning, commissioning and delivery
Work with community, voluntary and faith organisations to widen participation	Promote equal opportunities; Encourage good relations	Paula Mills/Oonagh Sherlcok		Ongoing partnership working and stakeholder engagement
Monitor participation and feedback across different groups	Promote equal opportunities	Paula Mills/Gemma Maret/Daryl Jedowski		Incorporated into monitoring and evaluation processes and reporting cycles

Review funding decisions to ensure fair and transparent allocation	Remove discrimination; Promote equal opportunities	Jane Konopka/Daryl Jedowski/Gemma Maret		Embedded in governance processes and decision-making criteria
Collect and respond to feedback to improve inclusion and accessibility	Promote equal opportunities; Encourage good relations	Paula Mills/Gemma Maret		Continuous improvement approach built into programme delivery

Approved by Strategic Director: **Julie Baird**

Date: **06/07/26**

Please send this EqlA to equalities@stevenage.gov.uk for critical friend feedback and for final submittance with the associated project.