

Pro-forma Equality Screening Assessment

Screening is a short, sharp exercise that determines relevance. Once it is concluded that an EIA will be needed, screening can stop and EIA begin, regardless of the stage screening has reached. For more difficult decisions, screening may start to look like an EIA, with detailed information and evidence gathered and analysed.

If an Equality Impact Assessment is not required, this screening assessment needs to be kept on file for review and to ensure that it is not repeated.

Policy/procedure: Proposed Submission Settlements and Countryside Local Plan (Part 2), August 2018 (Local Plan Part 2a and Part 2b are now combined).

Name of Lead Officer (service/business manager) completing the assessment: Richard Wood

Job Title and Ext. No: Senior Policy Officer (Planning) ext 2561

Team: Local Strategy **Date:** 31st July 2018

Service Area: Business Team

This is an update of the Equalities Impact Assessment undertaken in October 2017 on the Emerging Draft Plan. The document has been assessed in light of the changes made to the next version of the local plan – the Proposed Submission Settlements and Countryside Local Plan (Part 2).

Determine if a full Equality Impact Assessment is required

No.	Question
1	<p>What are the aims/objectives of the policy/procedure and the intended outcomes?</p> <p>The principal aim/objective of the Proposed Submission Settlements and Countryside Local Plan (Part 2) is to provide detailed planning policy to assist with the determination of planning applications in the district. The plan will need to follow the strategic aims and objectives of the West Northamptonshire Joint Core Strategy but may supersede policies if it indicates as such.</p> <p>The Part 2 Local Plan will set out clear local policies, standards and criteria against which all proposals for development and change of use of land and buildings in Daventry District will be assessed. This will be used to inform decisions on planning applications made in the period to 2029. The Plan will also include establishing a settlement hierarchy and allocations of land to meet identified development needs established in the WNJCS. The Plan is supported by a sound evidence base, which seeks to meet the identified needs, however this will be in the context of ensuring the Plan is viable.</p> <p>The intended outcome is for an up to date Part 2 Local Plan to be in place, to be used for the determination of all planning applications within the District.</p>
2	<p>Does the policy affect service users, employees or the wider community? Yes</p> <p><i>(This isn't just about numbers. A potential to affect a small number of people in a significant way is as important as a potential to affect many people.)</i></p> <p>The plans will affect a wide number of individuals including District residents, developers, landowners, employees and other key stakeholders.</p>
3	<p>Is it a major policy, with a significant effect on how functions are delivered?</p> <p>Yes</p> <p>The Part 2 Local Plan will affect how planning applications are determined and as such will have a significant effect on how the planning function is delivered.</p>

No.	Question
4	<p>Will it have a significant effect on how other organisations operate?</p> <p><i>(for example, a central government strategy, inspection criteria, funding criteria, etc).</i></p> <p>The Council has a duty to co-operate and is required to engage with its partners, such as neighbouring authorities, statutory bodies and organisations although the plan will only be applied within the District.</p> <p>The development plan is the starting point for the determination of all planning applications within the District; Planning Inspectorate will use the Plan for the determination of appeals. The Parish Councils will also use the plan through responding to planning applications and in the preparation of neighbourhood plans</p>
5	<p>Does it involve a significant commitment of resources?</p> <p>Yes</p> <p>The production of the Part 2 Local Plan will be resource intensive and will involve the commitment of all the Local Strategy Service.</p> <p>It will also involve resource from across the organisation including Development Control and some DDC Members. Furthermore other organisations such as the West Northamptonshire Joint Planning Unit, Northamptonshire County Council, Parish Councils and adjoining authorities will be expected to contribute to its formulation through the consultation process.</p>

6	Does it relate to an area where there are known inequalities?			
	Women or men	No	People from different Ethnic groups	Yes
	Disabled People	Yes	Lesbian, Gay or Bisexual people	insufficient evidence
	Older People	Yes	Younger People	Yes
	People from different faith groups	Insufficient evidence	Transgender people	Insufficient evidence
	Any other groups	No		
7.	Is a full Equality Impact Assessment Required?		Yes	
8.	Review Date		July 2019	

Lead Officer: Mags Howe

Senior Manager: Richard Wood

Date: 31/07/2018

Date:

Pro-forma Equality Impact Assessments

Step 1 – Responsibility and involvement

This is a new and important process that will require different perspectives to be considered and, in some (hopefully a very few) cases, difficult decisions may need to be made about policy and service delivery.

Whilst it is necessary to identify a lead officer, it is advised that they do not undertake the impact assessment on their own, but set up a group comprising a diverse range of staff responsible for delivering the service.

Policy/procedure: Proposed Submission Settlements and Countryside Local Plan (Part 2)-August 2018 . (Local Plan Part 2a and Part 2b are now combined).

Name of Lead Officer (service/business manager) completing the assessment: Mags Howe

Job Title and Ext. No: Senior Policy Officer (Planning) ext 2561

Team: Local Strategy **Date** 31st July 2018

Service Area: Business Team

List others involved in the assessment:

Local Strategy Team

Step 2 – Identify aims/objectives of policy/procedure

No.	Question
1	<p>What are the aims/objectives of the policy/procedure and the intended outcomes?</p> <p>The principal aim/objective of the Part 2 local plans is to provide detailed planning policy to assist with the determination of planning applications in the District. The plans will need to follow the strategic aims and objectives of the West Northamptonshire Joint Core Strategy.</p> <p>The Part 2 Local Plan will set out clear local policies, standards and criteria against which all proposals for development and change of use of land and buildings in Daventry District will be assessed and to inform decisions on planning applications made in the period to 2029. This includes establishing a settlement hierarchy and allocations of land to meet identified development needs established in the WNJCS. The Plan is supported by a sound evidence base, which seeks to meet the identified needs, however this will be in the context of ensuring the Plan is viable.</p>
2	<p>Are there any associated services, policies or procedures? Yes (If 'Yes' list below)</p> <p>Services : Local Strategy Service, Development Control, Business Team</p> <p>Policies: West Northamptonshire Joint Core Strategy (WNJCS), National Planning Policy Framework (NPPF0, 'Made' Neighbourhood Plans within the District.</p> <p>Procedures: Determination of planning applications by the Local Planning Authority , policy response to planning applications and advice on formulation of planning policy within Neighbourhood Plans.</p>
3	<p>Are any other organisations involved in the delivery of the service?</p> <p>The Council has a duty to co-operate and is required to engage with its partners, such as neighbouring authorities, statutory bodies and organisations.</p> <p>The development plan is the starting point for the determination of all planning applications within the District; Planning Inspectorate will use the plan for the determination of appeals. The Parish Councils will also use the plan through responding to planning applications and in the preparation of neighbourhood plans.</p>
4	<p>How and where will information about the service, policy or procedure be publicised?</p> <p>Is this information available in other languages and formats if requested?</p> <p>The Part 2 Local Plan is a statutory document that will be made widely available to all. During the preparation of the Local Plan The Statement of Community Involvement (SCI) sets out how and where each stage of the plan making process will be</p>

No.	Question
	<p>consulted on during the preparation of the local plan and is outlined below</p> <p>Formulation of plans The plans will be published at various stages for 6 weeks of consultation and as a minimum it will include;</p> <ul style="list-style-type: none"> -Issuing of a Press Release -Publishing the consultation on the Daventry District Council website -Making copies available in local libraries -Making copies available in the District Council main offices <p>At each stage of the plan production, the Council will respond to comments consultation and demonstrate how the comments have been taken on board.</p> <p>Post-Adoption The plans will be published on the website with hard copies available to inspect at the District Council.</p>
5	<p>List the main people, or groups of people, that this policy or procedure was designed to reach or benefit, and any other stakeholders.</p> <ul style="list-style-type: none"> • Residents • Visitors • Businesses • Landowners • Developers • Parish Councils • Statutory bodies – Within the SCI these are identified as Specific Consultation Bodies, General Consultation Bodies and Other consultees • Other key stakeholders not listed above • The Local Strategy team also hold a consultation database of those who wish be consulted on any stage of the production of the Local Plan.

Step 3 – Impact assessment

Key questions to consider are:

Is there equal access to services for all groups? Is there equal quality of service or employment experience for all groups? Are there any significant differences in outcomes between groups? Is there over- or under-representation of some groups for certain services or in facing enforcement?

You should bear in mind the following when completing this form.

- Race:** When looking at race consider different ethnic groups within the five broad census headings, and groups not listed as separate census categories, for example Middle Eastern, North African, European, Gypsies and Travellers, Asylum Seekers and Refugees.
- Gender:** Remember that women and men may have different priorities in relation to what services they want and different needs for how these are provided. Men-only or women-only delivery for some services could be an option.
- Disability:** Service providers have a duty to make reasonable adjustments for disabled people, including physical features of premises, so it is advisable to anticipate any adjustments that may be required.
- Note also that changes to legislation mean that conditions such as MS, HIV and cancer are now covered from the time of diagnosis.
- Physical impairment -such as people who have difficulty in using their arms or who have mobility issues which mean using a wheelchair or crutches
 - Sensory impairment - such as being blind / having a serious visual impairment or being deaf / having a serious hearing impairment
 - Mental health condition - such as depression or schizophrenia
 - Learning disability/difficulty - such as Down's syndrome or dyslexia or a cognitive impairment such as autistic spectrum disorder
 - Long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- Lesbian / Gay** Key areas of concern include 'hate crime' and a lack of social facilities. This type of information is very personal and although people may be willing to declare their sexual orientation on surveys to aid improvement of services they may prefer it to not otherwise be known.
- Religion/ Belief** This includes people who do not follow any religion or have any particular belief system. Because 'hate crime' is a concern for many people from different faith communities this may be a factor in low responses to surveys, so imaginative ways of gathering this information could be considered and good practice established to highlight the benefits of accurate data.
- Older people:** Older people have different needs so we need to ensure views are heard and increased participation is encouraged. Communication, mobility and transport are areas we need to consider to aid this involvement, also access to learning opportunities to develop skills.

Young people: Younger people have different needs and we need to ensure their views are heard and increased participation is encouraged along with opportunities to help develop services. Consider using technology, youth services, or School councils to encourage involvement should be considered.

Carers: A carer is someone who looks after a partner, relative or friend who has a disability, is an older person, or has a long term condition. Carer's are not paid, can often be isolated and are of every age group and ethnic origin. We may therefore need to use more diverse approaches to delivering services and ways to consult with this group; consider using radio, internet, library services or other imaginative ways of consultation. Carers (Equal Opportunities) Act 2004

Other Groups: It is good practice to consider the profile of all our communities e.g. Lone parents, people on low incomes, homeless people, EU Migrant Workers, and to note anything of which you are already aware or that results from your research.

No.		Question		
		Actual or potential negative impact, unmet needs or barriers	Actual or potential positive impact or ways in which the policy promotes equality	Actual or potential impact of the policy on community cohesion and community relations
6				
	Women or men	The Plan is considered to be inclusive to all but not gender specific.	The Plan is considered to be inclusive to all but not gender specific.	The Plan is considered to be inclusive to all but not gender specific.
	People from different ethnic groups	The Plan does not identify an unmet need to provide Gypsy and Traveller pitches within the District	Based on robust evidence base, the Plan has a criteria based policy to assess planning applications for a Gypsy and Traveller site within the District.	Based on robust evidence base, the Plan has a criteria based policy to assess planning applications for a Gypsy and Traveller site within the District.

No.	Question			
6		<p>Actual or potential negative impact, unmet needs or barriers</p>	<p>Actual or potential positive impact or ways in which the policy promotes equality</p>	<p>Actual or potential impact of the policy on community cohesion and community relations</p>
	<p>Disabled People</p>	<p>Evidence of the need to provide a proportion of dwellings that are accessible and adaptable and also suitable for wheelchair users.</p>	<p>Based on robust evidence the policy seeks to set a minimum requirement to help meet these needs,</p>	<p>Dwellings that meet these needs would be part of, and integrated within a larger residential or mixed use development and therefore part of a community</p>
	<p>Lesbian, gay or bisexual people</p>	<p>The Plan is considered to be inclusive to all, although this is a presumption as we do not collate information on this protected characteristic.</p>	<p>The Plan is considered to be inclusive to all, although this is a presumption as we do not collate information on this protected characteristic.</p>	<p>The Plan is considered to be inclusive to all, although this is a presumption as we do not collate information on this protected characteristic.</p>
	<p>Older people</p>	<p>Evidence of the need to provide appropriate housing for older people.</p>	<p>The provision of housing to meet the needs of older people should have a positive impact on them through enabling them access to appropriate housing e.g. specialist care accommodation.</p> <p>Major residential developments will also be required to provide supporting infrastructure such as open space which will be beneficial for all.</p>	<p>The provision of appropriate housing to meet the needs of older people will have a potential impact on community cohesion and community relations in the area in which it is located.</p>

No.	Question			
6		<p>Actual or potential negative impact, unmet needs or barriers</p>	<p>Actual or potential positive impact or ways in which the policy promotes equality</p>	<p>Actual or potential impact of the policy on community cohesion and community relations</p>
	<p>Young People</p>	<p>Evidence of the need to provide appropriate housing for young people.</p>	<p>The provision of housing to meet the needs of young people could have a positive impact on them through enabling them access to appropriate housing e.g. starter homes Major residential developments will also be required to provide supporting infrastructure such as educational facilities or open space which will be beneficial for younger people.</p>	<p>The provision of appropriate housing to meet the needs of young people will have a potential impact on community cohesion and community relations in the area in which it is located.</p>
	<p>People from different faith groups</p>	<p>The Plan is considered to be inclusive to all, although this is a presumption as we do not collate information on this protected characteristic.</p>	<p>The Plan is considered to be inclusive to all, although this is a presumption as we do not collate information on this protected characteristic.</p>	<p>The Plan is considered to be inclusive to all, although this is a presumption as we do not collate information on this protected characteristic.</p>
	<p>Transgender people</p>	<p>The Plan is considered to be inclusive to all but not gender specific, although this is a presumption as we do not collate information on this protected characteristic.</p>	<p>The Plan is considered to be inclusive to all but not gender specific, although this is a presumption as we do not collate information on this protected characteristic.</p>	<p>The Plan is considered to be inclusive to all but not gender specific, although this is a presumption as we do not collate information on this protected characteristic.</p>

No.		Question		
6		Actual or potential negative impact, unmet needs or barriers	Actual or potential positive impact or ways in which the policy promotes equality	Actual or potential impact of the policy on community cohesion and community relations
	Any other group	Engagement activities undertaken so far have not identified any other specific groups.	Engagement activities undertaken so far have not identified any other specific groups.	Engagement activities undertaken so far have not identified any other specific groups.

Step 4 – Consultation

For this step it is important to refer to any consultation exercises which have been undertaken and/or any complaints received.

No.		Question
7	<p>What have service users/non-users or other stakeholders (including employees) already told you about the policy and any negative impacts? Who has been consulted and what methods were used?</p> <p>At each stage of the Local Plan preparation, community engagement and consultation has been undertaken. The feedback and comments received at each stage has then fed into the following stage of plan production. All consultation undertaken will be in line with the Statement of Community Involvement (SCI), with an accompanying consultation statement. As the plan production progresses, there will be opportunities to review the consultation practices and their effectiveness.</p>	

If you need to carry out further consultation, who will you be consulting with and by what methods?

As indicated in previous section 5, consultation will be undertaken with the following groups:

There will be extensive consultation including with the following;

- Residents
- Visitors
- Businesses
- Landowners
- Developers
- Parish Councils
- Statutory bodies
- Other key stakeholders not listed above

The consultation will be carried out for 6 weeks, in accordance with the Statement of Community Involvement therefore as a minimum it will include;

- Issuing of a Press Release
- Publishing the consultation on the Daventry District Council website
- Making copies available in local libraries
- Making copies available in the District council

Other methods for engagement and consultation are used if a more targeted approach is required such as focus groups, workshops, exhibitions or use of social media as appropriate and proportionate.

Step 5 – Monitoring and Research

For this step it is important to refer to any monitoring information which is already held. As stated in the guidance notes arrangements need to be set up for effective monitoring if this is not already taking place.

No.	Question
8	<p>How do we know whether our service is accessible all groups?</p> <p>The Statement of Community Involvement (SCI) sets out a clear statement on how to engage and consult with all stakeholders in the plan making process. As this process takes place over a number of stages there is opportunity to review the effectiveness of each round of consultation to ensure there is sufficient participation and involvement of stakeholders.</p> <p>Under the planning regulations a report on consultation is produced for every stage of the plan preparation and made publicly available.</p> <p>The SCI is also subject to monitoring and review, this will be primarily reviewed through the Authority’s Monitoring Report.</p>
No.	Question
8	<p>If there is a lack of information, what research will be carried out, and for which groups?</p> <p>Insufficient evidence at present however this will be kept under review and developed as various stages of consultation are undertaken.</p>
8	<p>If this is a new policy, or one that is not currently monitored, what are the arrangements to begin monitoring the actual impacts of the policy? (To go in action plan)</p> <p>The Part 2 Local Plan will contain a monitoring framework which will indicate how policies will be monitored.</p>