

# EQUALITY IMPACT ASSESSMENT

# equality impact assessment

## stage 1 quick check

### questionnaire



If you are planning on making a change to an existing service or policy, or launching something new, fill out this quick questionnaire to find out if you need to complete a full equality impact assessment. You can also use this form to check your current services or policies.

To find out more about the legal background to equality impact assessments, or for advice on which of your current services should be assessed, read our equality impact assessment help notes.

### Section 1: About you and your service area

|                             |                      |
|-----------------------------|----------------------|
| Your name:                  | Ashley Baldwin       |
| Your service area:          | Economic Development |
| Your director/line manager: | Craig Jordan         |
| Your cabinet member:        | CLlr I. Pritchard    |

### Section 2: About your plans

|   |                                       |
|---|---------------------------------------|
| Name of service/policy you are assessing: | Draft Local Plan Allocations document |
|---|---------------------------------------|

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|--|
| Is it? (please delete as appropriate)  |
| <ul style="list-style-type: none"><li>▪ A review of an existing policies</li><li>▪ New policies</li><li>▪ Changes to existing policies</li></ul> |

|   |
|---|
| Who are the main users of your service/policy? (please delete any that are not appropriate)   |
| <ul style="list-style-type: none"><li>▪ Mixture of residents and visitors</li><li>▪ Other : those working within the District</li></ul> |

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|---|
| Please briefly describe why you are creating a new service/changing an existing service or reviewing current policy/service (where appropriate, include sources of evidence such as customer feedback): |
|---|

There is a statutory requirement to have an up to date Local Plan. The Local Plan Strategy was adopted in February 2015 and this provided the Part 1 of a Local Plan. It is necessary to complete the Local Plan and this document will provide the Part 2 to the adopted Local Plan Strategy and complete the Local Plan for Lichfield District. The Local Plan Strategy has an Equality Impact Assessment attached to it, this should be read in conjunction with this document to understand the equality issues associated with the Local Plan.

### Section 3: Will your plans impact on any particular groups?

**3a:**  Please fill in all boxes that apply in the table below. If any boxes don't apply, please leave blank.

**Hints & tips** Think about who will benefit from or be affected by your plans/policy. Will any particular group be negatively affected, or not able to use the service? For further guidance please see Section 3 of the help notes.

| Impact of plans<br><br>Groups of users                            | Will your plans have a positive impact on this group? If so please explain why?  | Will your plans have a negative impact? If so please explain why? <br><b>If there is a negative impact on any group(s), please complete section 4 for each group.</b> |
|---|--|--|
| Age ranges (indicate range/ranges)                                | Neutral  | No   |
| Disability (physical, sensory or learning)                        | Neutral  | No   |
| Gender/sex  | Neutral  | No   |
| Transgender/gender reassignment                                   | Neutral  | No   |
| Race (includes ethnic or national origins, colour or nationality) | Neutral  | No   |
| Gypsies and travellers  | Yes. <b>Policy GT1 and Site GT1: (Gypsy and Traveller 1): Land at Bonehill Road, Mile Oak</b> identifies an allocation for a gypsy, traveller site to meet the needs identified within the District. | No   |
| Refugees / asylum seekers   | Neutral  | No   |
| Sexual orientation  | Neutral  | No   |
| Marriage and civil partnerships                                   | Neutral  | No   |
| Religion or belief (includes lack of belief)                      | Neutral  | No   |

|  |         |    |
|--|---------|----|
| <b>Pregnancy and maternity</b>                     | Neutral | No |
| <b>Carers or the people cared for (dependants)</b> | Neutral | No |
| <b>Other (please specify)</b>                      |         |    |

### 3b: Further details

|  |
|--|
| <b>Please use this space to provide further details if necessary</b> |
|  |

## Section 4: Can you justify and evidence, or lessen any impact?

**4a:**  If you have identified a negative impact(s) on any group(s) please complete the below table for each affected each group. If any boxes don't apply, please leave blank. If you didn't identify any negative impact(s) on the previous page, skip to section 6.

**Hints & tips** Is there something you can do to reduce or alter any negative impact you have identified? For example when we changed waste and recycling collections to kerbside collections, we offered disabled/less able people assisted collections. Please list all the evidence you have gathered to support your decision(s) – this could include customer feedback, statistics, comparable policies, consultation results. If you don't have any evidence, please carry out appropriate studies and research to gather the evidence you need to support your decision(s). If you have no/insufficient evidence or cannot gather any, you will need to complete a full EIA. For further guidance, see Section 4 of the help notes.

| <p><b>Actions you need to take</b></p>                            | <p><b>We will make the following change(s) to the service/policy to reduce the negative impact.</b> Explain the change(s) and the evidence you have to support your decision?</p> <p><input checked="" type="checkbox"/> Use section 4b below if you want to give more details.</p> | <p><b>We won't make changes as we can justify our decision and there are sound reasons behind our decision.</b> Justify why and detail the evidence you have gathered to support your decision.</p> <p><input checked="" type="checkbox"/> Use section 4c below if you want to give more details.</p> | <p><b>There is a negative impact, and we cannot justify it and/or have no, or insufficient, evidence to support our decision.</b></p> <p><input checked="" type="checkbox"/> You will need complete a full equality impact assessment. See the help notes for more details.</p> |
|---|---|---|---|
| Groups of users   |   |   |   |
| Age ranges (indicate range/ranges)                                |   |   |   |
| Disability (physical, sensory or learning)                        |   |   |   |
| Gender / sex  |   |   |   |
| Transgender / gender reassignment                                 |   |   |   |
| Race (includes ethnic or national origins, colour or nationality) |   |   |   |

|  |  |  |  |
|--|--|--|--|
| Gypsies and travellers                       |  |  |  |
| Refugees / asylum seekers                    |  |  |  |
| Sexual orientation                           |  |  |  |
| Marriage and civil partnerships              |  |  |  |
| Religion or belief (includes lack of belief) |  |  |  |
| Pregnancy and maternity                      |  |  |  |
| Carers or the people cared for (dependants)  |  |  |  |
| Other (please specify)                       |  |  |  |

#### 4b: Further details on changes

Please use the space below to give more details on the changes you will make, if necessary:

#### 4c: Further details on justification

Please use the space below to give more details on the justification/evidence you have gathered, if necessary:

### Section 5: Your action plan

**Help notes** If, as a result of this assessment, you are going to adapt your plans or policy, please include details below. Please include a quick action plan and key dates that will show how you will review your decisions and when. Please include responsibility and expected outcomes. For full guidance on how to complete this section, please refer to the help notes.

### Section 6: Record your actions (delete as appropriate)

|  |              |
|--|--------------|
| I have sent this to Policy and Performance for publication on the intranet and on <a href="http://www.lichfielddc.gov.uk">www.lichfielddc.gov.uk</a> | Yes          |
| Date completed:  | January 2017 |



# equality impact assessment

## stage 1 quick check

### questionnaire



If you are planning on making a change to an existing service or policy, or launching something new, fill out this quick questionnaire to find out if you need to complete a full equality impact assessment. You can also use this form to check your current services or policies.

To find out more about the legal background to equality impact assessments, or for advice on which of your current services should be assessed, read our equality impact assessment help notes.

### Section 1: About you and your service area

|                                    |                                      |
|------------------------------------|--------------------------------------|
| <b>Your name:</b>                  | Clare Eggington                      |
| <b>Your service area:</b>          | Development plans and Implementation |
| <b>Your director/line manager:</b> | Neil Cox                             |
| <b>Your cabinet member:</b>        | Councillor Ian Pritchard             |

### Section 2: About your plans

|  |                      |
|--|----------------------|
| <b>Name of service/policy you are assessing:</b> | Local Plan: Strategy |
|--|----------------------|

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| <b>Is it?</b> (please delete as appropriate)                                   |
| <ul style="list-style-type: none"><li>▪ A new policy/planned service</li></ul> |

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|---|
| <b>Who are the main users of your service/policy?</b> (please delete any that are not appropriate)                                      |
| <ul style="list-style-type: none"><li>▪ Mixture of residents and visitors</li><li>▪ Other : those working within the District</li></ul> |

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|--|
| <b>Please briefly describe why you are creating a new service/changing an existing service or reviewing current policy/service</b> (where appropriate, include sources of evidence such as customer feedback):   |
| The Local Plan 1998 is out of date and there is a statutory requirement to produce a new Plan. The Local Plan Strategy was submitted for Examination in Public in March 2013 and, following hearing sessions held in summer 2013 a number of modifications have been proposed. This EqIA is an update of the EqIA prepared in relation to the originally submitted Local Plan Strategy (dated July 2012 and submitted in March 2013) and has taken account of the proposed modifications (January 2014). |

### Section 3: Will your plans impact on any particular groups?

**3a:**  Please fill in all boxes that apply in the table below. If any boxes don't apply, please leave blank.

**Hints & tips** Think about who will benefit from or be affected by your plans/policy. Will any particular group be negatively affected, or not able to use the service? For further guidance please see Section 3 of the help notes.

| Impact of plans                           | Will your plans have a positive impact on this group? If so please explain why?  | Will your plans have a negative impact? If so please explain why? <input checked="" type="checkbox"/> If there is a negative impact on any group(s), please complete section 4 for each group. |
|---|--|--|
| <b>Groups of users</b>                    |  |  |
| <b>Age ranges (indicate range/ranges)</b> | <p>Yes. The evidence base for the Plan has informed how the plan should deal with particular issues in relation to the needs of the ageing population and to young people / the economically active, as well as covering all age groups. The plan addresses these issues, particularly in relation to:</p> <ul style="list-style-type: none"> <li>• <b>Housing</b> (Core Policies 6: Housing Delivery; Policy H1: A Balanced Housing Market - which covers supported housing, care homes and 'lifetime homes'- ; Policy H2: Provision of Affordable Homes): these specifically provide for the needs of the ageing population, and the retention of younger / economically active people in the District</li> <li>• <b>Employment</b> (Core Policy 7: Employment and Economic Development which seeks to retain younger people and the economically active in the District providing jobs to meet their skills)</li> <li>• <b>Health and wellbeing:</b> Core Policy 10: Healthy and Safe Lifestyles; Policy HSC1: Open Space Standards and Policy</li> </ul> | No   |

|  |   |           |
|--|---|-----------|
|  | <p>HSC2 Playing Pitch and Sport Facility Standards ensure that a variety of needs are met which in some cases are age-specific particularly in terms of play facilities for children and young people.</p> <ul style="list-style-type: none"> <li>• <b>Sustainable Transport:</b> Core Policy 5: Sustainable Transport and Policy ST1: Sustainable Travel. Whilst serving all sectors of the community, it has a particularly beneficial impact upon those without access to a car i.e. young people and some elderly groups (particularly 85+)</li> <li>• <b>Sustainable communities:</b> Core Policy 3: Delivering Sustainable Development. Part of this policy focuses upon reducing the need to travel and enhancing access to a range of services and facilities in local communities. Whilst benefiting all sections of the community this will especially benefit those without access to a car such as young people and some elderly groups.</li> <li>• <b>Infrastructure:</b> Core Policy 4: Delivering our Infrastructure. This relates to the Infrastructure Delivery Plan which sets out a range of infrastructure needs, some of which apply to specific age groups (e.g. play facilities).</li> </ul> |           |
| <p><b>Disability (physical, sensory or learning)</b></p> | <p>Yes. The Local Plan Strategy is aimed at ensuring that the needs of those with disabilities are met. Policies with specific relevance to this issue are:</p> <ul style="list-style-type: none"> <li>• <b>Housing:</b> Policy H1 specifically refers to supported housing, care homes and homes built to 'Lifetime Homes' standards.</li> </ul>   | <p>No</p> |

- **Employment** (Core Policy 7: Employment and Economic Development seeks to ensure inclusive and diverse employment and training opportunities including proposals relating to voluntary and community organisations some of which will relate to addressing employment issues for people with disabilities)
- **Health and wellbeing:** Core Policy 10: Healthy and Safe Lifestyles; Policy HSC1: Open Space Standards and Policy HSC2 Playing Pitch and Sport Facility Standards ensure that a variety of needs are met which in some cases will relate to people with disabilities, ensuring their ability to access, and participate in a range of opportunities and activities.
- **Sustainable Transport:** Core Policy 5: Sustainable Transport and Policy ST1: Sustainable Travel. Whilst serving all sectors of the community, it has a particularly beneficial impact upon those without access to a car which will include some people with disabilities. Policy ST2 covers the need to ensure adequate disabled parking provision.
- **Sustainable communities:** Core Policy 3: Delivering Sustainable Development. Part of this policy focuses upon reducing the need to travel and enhancing access to a range of services and facilities in local communities. Whilst benefiting all sections of the community this will especially benefit those without access to a car which

|  |   |    |
|--|---|----|
|  | <p>will include some disabled people.</p> <ul style="list-style-type: none"> <li>• <b>Infrastructure:</b> Core Policy 4: Delivering our Infrastructure. This relates to the Infrastructure Delivery Plan which sets out a range of infrastructure needs, some of which address the needs of some disabled groups.</li> <li>• <b>Built environment:</b> Core Policy 14: Our Built Environment places emphasis on high quality design which contributes to accessibility and reducing health inequalities which will impact positively upon those with disabilities.</li> </ul> |    |
| <b>Gender/sex</b>  | Neutral although the plan does help facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to gender and sex. Community cohesion, inclusivity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy.   | No |
| <b>Transgender/gender reassignment</b>                                   | Neutral although the plan does help facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to transgender and gender reassignment. Community cohesion, inclusivity, diversity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy.   | No |
| <b>Race (includes ethnic or national origins, colour or nationality)</b> | Neutral although the plan does help facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by  | No |

|   |   |    |
|---|---|----|
|   | <p>other partners, some of which may deal with issues relating to race. Community cohesion, inclusivity, diversity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy.</p>  |    |
| <b>Gypsies and travellers</b>                       | <p><b>Policy H3 Gypsies, Travellers and Travelling Showpeople</b> specifically deals with provision for the needs of Gypsies, Travellers and Travelling Showpeople.</p>   | No |
| <b>Refugees / asylum seekers</b>                    | <p>Neutral although the plan does help facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to refugees / asylum seekers. Community cohesion, inclusivity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy.</p>     | No |
| <b>Sexual orientation</b>                           | <p>Neutral although the plan does help facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to sexual orientation. Community cohesion, inclusivity, diversity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy.</p> | No |
| <b>Religion or belief (includes lack of belief)</b> | <p>Neutral although the plan does help facilitate the delivery of a range of services and facilities (eg outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to race. Community cohesion, inclusivity, diversity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable</p>  | No |

|  |  |    |
|--|--|----|
|  | Communities’ the principles of which underpin the Local Plan Strategy.   |    |
| <b>Pregnancy and maternity</b>                     | Neutral although the plan does help facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to pregnancy and maternity. Community cohesion, inclusivity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy.   | No |
| <b>Carers or the people cared for (dependants)</b> | <b>Housing:</b> Policy H1 specifically refers to supported housing, care homes and homes built to ‘Lifetime Homes’ standards which are applicable to carers and their dependants.<br>The plan helps facilitate the delivery of a range of services and facilities (e.g. outreach facilities in a community hall for example) which would be delivered by other partners, some of which may deal with issues relating to carers or those cared for. Community cohesion, inclusivity, narrowing the equality gap and access to services and facilities are key elements of ‘Sustainable Communities’ the principles of which underpin the Local Plan Strategy. | No |
| <b>Other (please specify)</b>                      |  |    |

### 3b: Further details

|  |
|--|
| <b>Please use this space to provide further details if necessary</b> |
|  |

## Section 4: Can you justify and evidence, or lessen any impact?

**4a:**  If you have identified a negative impact(s) on any group(s) please complete the below table for each affected each group. If any boxes don't apply, please leave blank. If you didn't identify any negative impact(s) on the previous page, skip to section 6.

**Hints & tips** Is there something you can do to reduce or alter any negative impact you have identified? *For example when we changed waste and recycling collections to kerbside collections, we offered disabled/less able people assisted collections.* Please list all the evidence you have gathered to support your decision(s) – this could include customer feedback, statistics, comparable policies, consultation results. If you don't have any evidence, please carry out appropriate studies and research to gather the evidence you need to support your decision(s). If you have no/insufficient evidence or cannot gather any, you will need to complete a full EIA. For further guidance, see Section 4 of the help notes.

| Actions you need to take   | We will make the following change(s) to the service/policy to reduce the negative impact.<br>Explain the change(s) and the evidence you have to support your decision?<br><input checked="" type="checkbox"/> Use section 4b below if you want to give more details. | We won't make changes as we can justify our decision and there are sound reasons behind our decision. Justify why and detail the evidence you have gathered to support your decision. <input checked="" type="checkbox"/> Use section 4c below if you want to give more details. | There is a negative impact, and we cannot justify it and/or have no, or insufficient, evidence to support our decision.<br><br><input checked="" type="checkbox"/> You will need complete a full equality impact assessment. See the help notes for more details. |
|--|--|--|---|
| <b>Groups of users</b>   |  |  |   |
| <b>Age ranges (indicate range/ranges)</b>                                |  |  |   |
| <b>Disability (physical, sensory or learning)</b>                        |  |  |   |
| <b>Gender / sex</b>  |  |  |   |
| <b>Transgender / gender reassignment</b>                                 |  |  |   |
| <b>Race (includes ethnic or national origins, colour or nationality)</b> |  |  |   |
| <b>Gypsies and travellers</b>  |  |  |   |
| <b>Refugees / asylum seekers</b>   |  |  |   |
| <b>Sexual orientation</b>  |  |  |   |
| <b>Religion or belief (includes lack of belief)</b>                      |  |  |   |
| <b>Pregnancy and maternity</b>   |  |  |   |
| <b>Carers or the people cared for (dependants)</b>                       |  |  |   |
| <b>Other (please specify)</b>  |  |  |   |



#### 4b: Further details on changes

Please use the space below to give more details on the changes you will make, if necessary:

#### 4c: Further details on justification

Please use the space below to give more details on the justification/evidence you have gathered, if necessary:

### Section 5: Your action plan

**Help notes** If, as a result of this assessment, you are going to adapt your plans or policy, please include details below. Please include a quick action plan and key dates that will show how you will review your decisions and when. Please include responsibility and expected outcomes. For full guidance on how to complete this section, please refer to the help notes.

### Section 6: Record your actions (delete as appropriate)

|  |              |
|--|--------------|
| I have sent this to the equality officer for publication on the intranet and on <a href="http://www.lichfielddc.gov.uk">www.lichfielddc.gov.uk</a> | Yes          |
| Date completed:  | January 2014 |