

Equality Impact Assessment

Introduction

An Equality Impact Assessment (EIA) is required to ensure that equality is placed at the centre of policy development and review, as well as service delivery. The purpose of this EIA is to systematically analyse the likely impact of a service, policy or proposals on different community groups, and how the needs of such groups have been taken into account in developing those proposals.

The EIA can anticipate and recommend ways to avoid any discriminatory or negative consequences for a particular group, on the grounds of any protected characteristic. It provides the opportunity to demonstrate the potential benefits for equality target groups arising from a proposed policy or project.

The need for an EIA stems from the general duty placed on public authorities to eliminate unlawful discrimination in carrying out functions, and promote equality of opportunity. This is outlined in the Equality Act 2010, with specific public sector duties in place from April 2011.

1. Name of Policy or Service (existing or proposed)	
Housing services – including Homelessness and options, Private sector services, strategic housing functions and affordable housing delivery	
2. Responsible Manager	
Jane Maguire	
3. Date EIA completed	Review date
21/08/12	21/08/13
4. Description and aims of policy / service (including relevance to equalities)	
<ul style="list-style-type: none"> • Provision of housing advice and options for those seeking housing in the borough with the aim to ensuring homelessness is prevented. Services provided for those who are potentially or actually homeless • Identification and remedying of properties in the borough that have category one hazards under the HHSRS, ensuring that property meets decent homes standards and that provision is made to adapt homes for those who are disabled and vulnerable. • Provision of a grants service to remedy defective property and bring empty property back into use. • Provision of a grants service to improve the energy efficiency of property across the borough. • Provide a strategic housing function ensuring that statutory requirements are met in relation to provision of a Homelessness strategy, tenure strategy, stock conditions, allocation of homes, housing standards, energy conservation measures, developing affordable housing schemes and ensuring housing services are commissioned to support vulnerable residents. 	

5. Who are the stakeholders?

- Any individual, resident or householders requiring a service, this can be owners, landlords, tenants, companies and voluntary and statutory agencies in the region who would benefit from the services offered by the council
- Neighbouring local authorities, and Lancashire wide authorities, social services, LCC, housing associations, third sector, and voluntary agencies, fire service, home improvement agencies
- Other national and local statutory agencies, Homes and Communities Agency, Department Communities and Local Government, developers and voluntary agencies such as SLEAP, KEY, Methodist Action.

6. What outcomes do we want to achieve?

- Prevention of homelessness in the borough and to ensure that any statutory duties and functions are carried out in a fair and transparent way.
- Maintain a housing register of those in housing need to ensure that reasonable preference groups have priority and that social housing is provided in a fair and transparent way maximising the security of tenure.
- To support the vulnerable to live in the community.
- To ensure that stock in the borough is of a good standard, there are no empty homes or property that has category 1 hazards.
- Homes that can be adapted to meet the needs of the vulnerable and contribute to a reduction in carbon emissions.
- Provide energy conservation measures and improve the energy efficiency of residential accommodation in the area
- To provide a strategic direction for housing services in the borough.

7. How will performance be measured?

- Use of National and local performance indicators
- Submission of HECA progress reports
- Benchmarking across Lancashire and with other relevant providers
- Customer feedback and consultation
- Action plans completed for the prevention of homelessness strategy

8. Brief summary of research and background data

- ELASH/DCLG returns, customer satisfaction forms, quarterly P1E returns
- Corporate targets , local performance measures and Local KPIs
- Strategic housing market assessments and stock condition surveys
- CLG consultant report and review of housing options 2010
- National guidance

9. Methods and outcome of consultation

- Customer feedback – used to improve services
- Homelessness network and Lancashire Homelessness forum
- Select Move partnership and customers
- Provider consultation events as part of commissioning of supporting people services
- Service user events for supporting people services
- Statutory and voluntary agency events to progress strategies
- Older persons network, Housing Associations, strategic partnership and Disability Forum

10. Results of initial screening

The following questions have been considered in order to evaluate the various equality groups:-

Age – Is there any concern that these proposals could cause differential impact on the grounds of age? All age groups.

Disability – Is there any concern that these proposals could cause differential impact on the grounds of disability? Disability is recognised under the Equality Act as ‘a physical or mental impairment which has a substantial and long term effect on a person’s ability to carry out normal day to day activities.’

Gender Reassignment – Is there any concern that these proposals could cause differential impact on the grounds of gender reassignment? The Equality Act recognises this where a person is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for changing sex.

Marriage / Civil Partnership – Is there any concern that these proposals could cause differential impact on the grounds of marriage or civil partnership? Under the Equality Act, no such protection exists for single or unmarried people.

Pregnancy / Maternity – Is there any concern that these proposals could cause differential impact on the grounds of pregnancy or maternity?

Race – Is there any concern that these proposals could cause differential impact on the grounds of race? Race is recognised under the Equality Act as a person’s skin colour, nationality or ethnic origin.

Sex – Is there any concern that these proposals could cause differential impact on the grounds of gender? Including men, women and transgender people.

Sexual Orientation – Is there any concern that these proposals could cause differential impact on the grounds of sexuality? Including heterosexual, gay, lesbian and bisexual people.

Religion or belief – Is there any concern that these proposals could cause differential impact on the grounds of religion or faith? All faiths recognised in the European Convention of Human Rights are included.

A commentary has been provided for each policy where appropriate – see Appendix A

11. Decisions and / or recommendations (including supporting rationale)

Ensure that all data collected/application and interview forms contain a record of customer profiles and that customer feedback includes this and is introduced for all service areas, Options and Private sector services.

Updated policies, plans and strategies have an EIA screening assessment

12. Is an Equality Action Plan required?

No EIA plan required as no significant impacts identified in the initial screening

Appendix A – Results of initial screening

Policy / service	Protected Characteristics									Commentary
	Age	Disability	Gender reassignment	Marriage / civil p'ship	Pregnancy / maternity	Race	Religion or belief	Sex	Sexual Orientation	
Housing options and advise services	0	0	0	0	0	0	0	0	0	Services are available to all in their own home, over phone, in civic centre, via internet. Male and female staff can conduct interviews and private interview rooms are available. Data and information from applicants is sought with applicant's permission. Customer profiles are collected at feedback and interview.
Homelessness strategy	0	0	0	0	0	0	0	0	0	The strategy has been reviewed and developed with key partners and the listed groups given additional consideration when developing the document and actions.
Housing register and allocations	0	0	0	0	0	0	0	0	0	A full assessment has been carried out by the Select move partnership and the service can be accessed across various mediums and formats. The policy is undergoing review and will require a further impact assessment. (see attached assessment)
Private sector services and improvement grants	0	0	0	0	0	0	0	0	0	Limited grants are available and are targeted for those on low incomes and vulnerable or have identified housing hazards
Energy efficiency measures/grants	0	0	0	0	0	0	0	0	0	Grants are available free for loft and cavity wall and so this provides a positive outcome for all protected characteristics
Disabled facilities grants	0	0	0	0	0	0	0	0	0	Services are focused on those who are elderly and disabled, the Home Improvement agency has an equal opportunities policy and ensures that all services are monitored against protected characteristics and complies with the Equalities Act 2012

Strategic housing services	O	O	O	O	O	O	O	O	O	Policies have been updated and are neutral those who are out of date remain negligible/neutral

<i>Symbol</i>	<i>Impact</i>
<i>+</i>	<i>Positive</i>
<i>O</i>	<i>Neutral / Negligible</i>
<i>-</i>	<i>Negative</i>
<i>P</i>	<i>Potential issue</i>

Equality Impact Assessment

Introduction

An Equality Impact Assessment (EIA) is required to ensure that equality is placed at the centre of policy development and review, as well as service delivery. The purpose of this EIA is to systematically analyse the likely impact of a service, policy or proposals on different community groups, and how the needs of such groups have been taken into account in developing those proposals.

The EIA can anticipate and recommend ways to avoid any discriminatory or negative consequences for a particular group, on the grounds of any protected characteristic. It provides the opportunity to demonstrate the potential benefits for equality target groups arising from a proposed policy or project.

The need for an EIA stems from the general duty placed on public authorities to eliminate unlawful discrimination in carrying out functions, and promote equality of opportunity. This is outlined in the Equality Act 2010, with specific public sector duties in place from April 2011.

1. Name of Policy or Service (existing or proposed)	
Forward Planning and Development Management	
2. Responsible Manager	
Helen Hockenhull	
3. Date EIA completed	Review date
August 2012	August 2013
4. Description and aims of policy / service (including relevance to equalities)	
<p>The Forward Planning (FP) and Development Management (DM) groups perform a central regulatory function and sit within the Planning & Housing Service Group. DC deals with issues relating to land use planning. In particular the team is charged with processing applications for planning permission and other consents related to listed buildings, conservation areas, protected trees and advertisements.</p> <p>FP aims to deliver the Councils statutory development plan function, the purpose and procedure for which is set out in the Planning and Compulsory Purchase Act 2004 and associated regulations and guidance. The objectives of the service are to:</p> <ul style="list-style-type: none"> • Provide an effective and up to date Local Development Framework which guides development to the most sustainable locations. • Provide a framework for delivery of the spatial aspects of corporate priorities and of the community strategy 	

5. Who are the stakeholders?

Many people, groups and organisations have an interest in the service and could be regarded as stakeholders. These range from Central Government who set the legal framework and national policy context through to individual residents of the Borough who are affected either directly or indirectly by planning policy and proposals. A list, although inconclusive, of stakeholder groups would also include,

- Partners/Partnership groups
- Applicants & Agents
- Consultees (Developers, Infrastructure, Transport, Education, Health, Environment Agency, United Utilities etc)
- Members of the community – both within, and outside the Borough
- Local Authority officers and elected members – both within South Ribble and neighbouring Authorities.
- The Business Community

6. What outcomes do we want to achieve?

To deliver an effective planning service which:

- Satisfies the statutory and procedural requirements whilst minimising, or removing impacts
- of inequality
- Has engaged communities effectively in their preparation
- Reflect the views of stakeholder groups
- Deliver outcomes which are sustainable and beneficial across the whole borough
- Make a significant contribution to the delivery of corporate objectives

7. How will performance be measured?

- Meeting Government targets for the processing of planning applications
- Number of new homes granted planning permission
- Provision of a 5 year supply of housing
- No of new homes constructed
- No of affordable homes delivered
- Local Plan/ Core Strategy/Site Allocations DPD monitoring – reported annually in the Annual Monitoring Report.

8. Brief summary of research and background data

Consideration has been given to recent consultations made to publicise, and invite subsequent comment with regards to the Local Development Framework, namely the Core Strategy and the Site Allocations DPD.

Current policies and services have been critically assessed against each of the equality themes.. It is considered very important that all sections of the community are involved in the formulation of policy as this can have a direct impact on their lives. The Service always looks to and endeavours to make use of best practice in planning and diversity.

9. Methods and outcome of consultation

Consultation is a statutory part of the development management and LDF processes. Consultation is undertaken in a number of ways.

With regard to development management this has included–

Notification letters

Public meetings

Informal discussion

Going to see residents at their own homes if they have difficulty accessing information electronically or in person at the Civic Centre.

In Forward Planning consultation on emerging policy has included–

Details included in Forward, the borough newspaper which is delivered to every household in the borough.

Front page coverage on our website.

Information sent to all members of our Citizens' Panel

Press releases

Posters in shops, doctors' surgeries, dentists' surgeries, church halls, community centres, schools, leisure centres

Attendance by Planning Officers at the former Area Committee meetings, now Your Neighbourhood Forums

Planning Officers holding drop-in sessions at supermarkets throughout the borough, Leyland Market, church halls and community centres.

Documentation has been available throughout each consultation period at all libraries in the borough, the main post offices, and the Council's Civic Centre

Local Development Framework

Consultation with regard the Core Strategy in Dec 2010 included a representations form containing an Equality/Diversity Monitoring Form in order to assess whether the community engagement process was reaching all sectors of the community.

Of the formal responses received, 28 (about a quarter of the total) were accompanied by a completed Equality/Diversity Monitoring Form. The relatively low number of responses may be partly explained by the fact that a large proportion of consultation responses were from planning consultants and formal organisations that tend not to use the standard comments form.

The completed Equality/Diversity Monitoring Forms revealed the following:-

☐ ☐ 68% of respondents were male

☐ ☐ 53% of respondents were over the age of 50, with the age group breakdown as follows:

o 16-24: 11%

o 25-29: 8%

o 30-39: 11%

o 40-49: 17%

o 50-59: 32%

o 60+: 21%

☐ ☐ Of the 28 completed forms, the following racial groups were recorded

o White: British: 24 (85.7%)

o White: any other: 1

o Mixed: White and Black Caribbean: 1

- o Gypsies and Irish travellers:1
- o Other:1

□□4 of the respondents considered themselves disabled (14%)

Similarly the consultations with regard the Site Allocations DPD, Issues and Options in Oct/Nov2011 and Preferred Options in July/August 2012 included comments forms incorporating an equality/diversity monitoring form.. Although these were not returned with all formal responses, 385 completed equality/diversity monitoring forms were returned (Issues and Options and Preferred Options combined). Not all respondents responded to every question on the form.

The completed Equality/Diversity Monitoring Forms revealed the following:-

□□208 of respondents were male, 54%

□□132 of respondents were over the age of 60 (34%), with the age group breakdown as follows:

o 16-24: 6 (1.5%)

o 25-29: 9 (2%)

o 30-39: 36 (9.3%)

o 40-49: 82 (21.3%)

o 50-59: 69 (17.9%)

o 60+: 132 (34.3%)

Of the completed forms, the following racial groups were recorded

o White: British: 367 (95%)

o Black or Black Caribbean: 1

o Asian or Asian British – Pakistani: 1

o Any Asian background: 1

□□68 of the respondents considered themselves disabled (17.6%)

Respondents to consultations of this nature tend to be male and of an older age group. The Service endeavours to reach all groups in the community including young persons and families. The participation by ethnic minorities is considered to be representative of the population of South Ribble.

10. Results of initial screening

The following questions have been considered in order to evaluate the various equality groups:-

Age – Is there any concern that these proposals could cause differential impact on the grounds of age? All age groups.

Disability – Is there any concern that these proposals could cause differential impact on the grounds of disability? Disability is recognised under the Equality Act as ‘a physical or mental impairment which has a substantial and long term effect on a person’s ability to carry out normal day to day activities.’

Gender Reassignment – Is there any concern that these proposals could cause differential impact on the grounds of gender reassignment? The Equality Act recognises this where a person is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for changing sex.

Marriage / Civil Partnership – Is there any concern that these proposals could cause differential impact on the grounds of marriage or civil partnership? Under the Equality Act, no such protection exists for single or unmarried people.

Pregnancy / Maternity – Is there any concern that these proposals could cause differential impact on the grounds of pregnancy or maternity?

Race – Is there any concern that these proposals could cause differential impact on the grounds of race? Race is recognised under the Equality Act as a person's skin colour, nationality or ethnic origin.

Sex – Is there any concern that these proposals could cause differential impact on the grounds of gender? Including men, women and transgender people.

Sexual Orientation – Is there any concern that these proposals could cause differential impact on the grounds of sexuality? Including heterosexual, gay, lesbian and bisexual people.

Religion or belief – Is there any concern that these proposals could cause differential impact on the grounds of religion or faith? All faiths recognised in the European Convention of Human Rights are included.

A commentary has been provided for each policy where appropriate – see Appendix A

11. Decisions and / or recommendations (including supporting rationale)

New planning policy prepared as part of the Local Development Framework, the Central Lancashire Core Strategy, the Site Allocations DPD and Supplementary Planning documents are all subject to a separate Equality Impact Assessments to ensure that the emerging policies have no adverse implications in respect of all the equality strands. These Assessments are available on the South Ribble BC web site.

The Development Management Function is carried out in accordance with national legislation which requires consultation with adjoining neighbours and statutory consultees at various stages in the process. The Council endeavours to ensure that all members of the community can take part in these processes through a range of measures including the use of electronically available information, home visits if requested, site visits, help with reading plans, filling in forms etc. The Planning service will continue to assist anyone in the community who requires our service or advice and will continue to look at best practice in order to improve our service.

12. Is an Equality Action Plan required?

No

Appendix A – Results of initial screening

Policy / service	Protected Characteristics									Commentary
	Age	Disability	Gender reassignment	Marriage / civil p'ship	Pregnancy / maternity	Race	Religion or belief	Sex	Sexual Orientation	
Forward Planning	+	+	O	O	O	O	O	O	O	The Planning function both in terms of policy formulation and policy implementation can have a positive impact by ensuring that the needs of all the community are met.
Development Management	+	+	O	O	O	O	O	O	O	In particular in terms of the use of land, planning can influence the provision of different types of development eg lifetime homes and through design and layout, can ensure development meets the needs of all groups eg disabled, elderly, families.

Symbol	Impact
+	Positive
O	Neutral / Negligible
-	Negative
P	Potential issue

Equality Impact Assessment

Introduction

An Equality Impact Assessment (EIA) is required to ensure that equality is placed at the centre of policy development and review, as well as service delivery. The purpose of this EIA is to systematically analyse the likely impact of a service, policy or proposals on different community groups, and how the needs of such groups have been taken into account in developing those proposals.

The EIA can anticipate and recommend ways to avoid any discriminatory or negative consequences for a particular group, on the grounds of any protected characteristic. It provides the opportunity to demonstrate the potential benefits for equality target groups arising from a proposed policy or project.

The need for an EIA stems from the general duty placed on public authorities to eliminate unlawful discrimination in carrying out functions, and promote equality of opportunity. This is outlined in the Equality Act 2010, with specific public sector duties in place from April 2011.

1. Name of Policy or Service (existing or proposed)	
Building Control	
2. Responsible Manager	
Jane Maguire/John Dalton	
3. Date EIA completed	Review date
22/8/12	22/8/12
4. Description and aims of policy / service (including relevance to equalities)	
<p>To ensure health and safety and safeguarding of people in and around buildings and structures.</p> <p>That buildings comply with statutory building regulations and requirements, inspecting new buildings, extensions and alterations, dangerous structures and the issuing and enforcement of building regulations.</p> <p>To ensure that buildings are properly designed and constructed so as to ensure the health, safety, welfare and convenience of people using them.</p> <p>Inspect plans for new buildings to check compliance with regulations and periodically inspect sites during construction to ensure approved plans are adhered to.</p>	

5. Who are the stakeholders?

Householders, developers, LABC, architects other Local authorities, businesses, Fire services and other statutory and voluntary agencies that develop, use and occupy buildings and premises

6. What outcomes do we want to achieve?

An efficient advice, inspection and approval service that can be accessed by all agencies and individuals in relation to building regulations and approved documents.

Buildings and works on site comply with minimum building regulations and buildings are structurally sound and stable.

Conservation of fuel and energy efficiency

Access to buildings, properties and facilities for those with disabilities

Buildings have appropriate means of escape and comply with fire safety

Dangerous structures are dealt with promptly to reduce any risk and harm to people

Ensure that demolition work complies with statutory requirements

7. How will performance be measured?

Local performance indicators and corporate targets

National performance indicators

Lancashire benchmarking

Customer feedback returns

8. Brief summary of research and background data

DCLG reports

CAPs reports

LABC performance comparisons

National guidance

9. Methods and outcome of consultation

Customer feedback

Use of the internet for interactive services

LABC

Lancashire partnership meetings

10. Results of initial screening

The following questions have been considered in order to evaluate the various equality groups:-

Age – Is there any concern that these proposals could cause differential impact on the grounds of age? All age groups.

Disability – Is there any concern that these proposals could cause differential impact on the grounds of disability? Disability is recognised under the Equality Act as ‘a physical or mental impairment which has a substantial and long term effect on a person’s ability to carry out normal day to day activities.’

Gender Reassignment – Is there any concern that these proposals could cause differential impact on the grounds of gender reassignment? The Equality Act recognises this where a person is proposing to undergo, is undergoing, or has undergone a process (or part of a process) for changing sex.

Marriage / Civil Partnership – Is there any concern that these proposals could cause differential impact on the grounds of marriage or civil partnership? Under the Equality Act, no such protection exists for single or unmarried people.

Pregnancy / Maternity – Is there any concern that these proposals could cause differential impact on the grounds of pregnancy or maternity?

Race – Is there any concern that these proposals could cause differential impact on the grounds of race? Race is recognised under the Equality Act as a person’s skin colour, nationality or ethnic origin.

Sex – Is there any concern that these proposals could cause differential impact on the grounds of gender? Including men, women and transgender people.

Sexual Orientation – Is there any concern that these proposals could cause differential impact on the grounds of sexuality? Including heterosexual, gay, lesbian and bisexual people.

Religion or belief – Is there any concern that these proposals could cause differential impact on the grounds of religion or faith? All faiths recognised in the European Convention of Human Rights are included.

A commentary has been provided for each policy where appropriate – see Appendix A

11. Decisions and / or recommendations (including supporting rationale)

None

12. Is an Equality Action Plan required?

No

Appendix A – Results of initial screening

Policy / service	Protected Characteristics									Commentary
	Age	Disability	Gender reassignment	Marriage / civil p'ship	Pregnancy / maternity	Race	Religion or belief	Sex	Sexual Orientation	
Building control services	O	O	O	O	O	O	O	O	O	Services are provided in a variety of mediums, officers can be requested to site visit the same day. All officers are fully qualified and services are available over the phone in writing and on the website. The service is assessed for delivery in accordance with ISO standards and the officers issue decision in accordance with national building control regulations.

Symbol	Impact
+	Positive
O	Neutral / Negligible
-	Negative
P	Potential issue