Equality Impact & Needs Assessment (INA) Form

Name of the policy, function or project: Local Plan Delivery DPD (Proposed Submission Version)

Blaby District Council

the heart of Leicestershire

Service: Development Strategy

Complete this form for any existing/proposed policy/function/project regardless of whether it is aimed at external customers or internal staff. Please also be aware that equality policy applies to staffing/human resources issues as much as to external service delivery issues. Please note that existing policies/functions will be assessed as per an agreed annual programme. However if you are reviewing or devising a policy etc. that is not currently in the 3 year plan it still needs an INA

Answer every question – even if it is negative.

If you conclude that there is a negative impact you will need to review the policy/function/project to improve the equalities performance and minimise or remove the impact. This should be done using the 'Improvement Actions Planned' table. Where appropriate such actions should be included in your Service Plan for the following year.

If the Corporate Equalities & Access Group (CEAG) feels this impact assessment needs further consideration, **you will be asked to review your conclusions.**

As a result of this exercise, you will have checked that your policy/function/project does not have negative/adverse impacts in terms of Gender, Gender re-assignment / transgender, Ethnicity / Race, Disability, Age, Sexual Orientation, Religion or Belief, Marriage / Civil Partnerships, Pregnancy/Maternity (equality target groups).If it does you will have identified relevant actions needed to minimise or remove such impact and their likely resource implications.

This is not simply a paper exercise – it is designed to make sure that your policy/function/project and service (development) is delivered fairly and effectively to all sections of our local community, and our employees!

Please note that the Council is required to publish the results of these assessments, and update; therefore **your completed form may be a public document.**

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Once completed and / or when your corresponding report is submitted to Management Board – Cabinet, please pass this form, together with documentation describing both the policy/function/project it concerns and any evidence relating to assessed impacts, to Alison Moran, Performance Manager. *If this is a new policy/service/procedure/function/project this form will also need to be attached to your draft report for approval by your Director prior to its first submission to Management Board. Reports cannot be considered by Management Board unless both they & this INA have had prior approval by the relevant Director.*

For further details please see separate Guidance Note on process for completion of INA's

To complete the form using 'check marks' in the boxes, position the cursor over the box you require, left double click, then select 'checked' in the 'check box form field options' box that appears on screen.

a. Preparation

The work on this section should be done in advance and be used as part of your INA. Please attach examples of available evidence, including monitoring information, research and consultation reports.

1a.   Do you have relevant data available on the number of people within the scope of your policy/function/project? E.g. whole population of the district/ward or employee data.
In relation to:

	Yes	No
• Women and men	☒	☐
• Gender reassignment	☐	☒
• Black and minority ethnic communities	☒	☐
• People with disabilities	☒	☐
• Age groups	☒	☐
• Sexual orientation	☐	☒
• Religion or belief	☒	☐
• Marital status/civil partnership	☒	☐
• Pregnancy/Maternity	☒	☐

1b.   Do you have relevant data available on the number of people subject to or impacted by your policy/function/project? E.g. numbers of disabled people using the service.
In relation to:

	Yes	No
• Women and men	☒	☐

- Black and minority ethnic communities ☒ ☐
- Gender reassignment ☐ ☒
- People with disabilities ☒ ☐
- Age groups ☒ ☐
- Sexual orientation ☐ ☒
- Religion or belief ☒ ☐
- Marital status/civil partnership ☒ ☐
- Pregnancy/Maternity ☒ ☐

2. If you have answered 'yes' to the above questions your monitoring data should be compared to the current available census data to see whether a proportionate number of people are taking up your service. Please make any comments regarding service take up if relevant:

> The 2011 census and other ONS data provide the main sources of demographic data. Other sources of evidence including the 'Leicester and Leicestershire Strategic Housing Market Area Assessment' and the 'Housing and Economic Development Needs Assessment' provide further sources of demographic information that identify data and specific requirements for some groups with protected characteristics.

If you have answered 'no' please explain reasons for lack of relevant data:

> Gender reassignment and Sexual orientation data is not specifically referred to in the census and other sources of comprehensive data are not available. There are no accurate statistics available regarding the profile of the transgender population within Blaby District or the UK as a whole. Gender identity is not incorporated into the census or other official statistics. There are no accurate statistics available regarding the profile of the lesbian, gay, bisexual and transgender (LGBT) population within Blaby District or the UK as a whole. However, anecdotal evidence suggests that that approximately 6-10% of any population will be LGBT.

3. Are you aware of any relevant equality or diversity related consultation, research, or good practice guidance in relation to this area? If so then please list and attach here: Yes   No

☐   ☒

> No specific 'best practice' in relation to the EINA of Local plans has been identified. Other Local Planning Authorities have conducted EINA which provide benchmarks for assessment. Examples of best practice have been considered in the preparation of this EINA.

4. Do you need to carry out further research/ consultation to identify impacts, needs etc.? Please specify what and who with?

Yes ☒   No ☐

The emerging Local Plan Delivery DPD has progressed through a number of key stages. As the document has developed and detailed policies and proposals formulated, the impacts on equalities have been assessed on an on-going basis. In addition, the Delivery DPD has been the subject of ongoing consultation with individuals and groups in accordance with the Council's adopted Statement of Community involvement. Groups and individuals with 'protected characteristics' are identified on the Council's consultation database. Groups representing people with some 'Protected Characteristics' are identified as 'hard to reach groups' and consulted accordingly. The views of these groups and individuals have been sought as part of on-going consultation. The Council's Local Plan database includes groups representing: Gypsies and Travellers, Religious groups, Older people and Young people.

b.   Your policy, service, function or project

1. What is the title and main aim or purpose of the policy/function/service/project?

'Blaby District Local Plan - Delivery DPD'. The main purpose of the plan is to set a blueprint for development in the District of Blaby up to 2029. The plan forms the second part of the Local plan and provides detailed allocations and policies that help to deliver the vision, strategy, objectives and overall development requirements identified in the Council's adopted Core strategy. The document also sets out infrastructure requirements (and how they are to be delivered) and a 'monitoring framework' to ensure that the plan is being effectively delivered.

2. List the areas of activity of the policy/function/project, e.g. the recruitment strategy might have advertising, interviewing, short listing etc. as activity areas.

The key activities that the Local Plan delivery DPD seeks to address are:

- The allocation of land to meet the development needs of the District of Blaby (including housing sites in and around the urban edge of Leicester, a large employment site at Enderby St Johns). Sections 3.28 to 3.38 considers how the Local plan is addressing the needs of Gypsies & Travellers;
- A series of policies that are used to assess submitted planning applications. The policies will ultimately be part of the development plan and therefore are the primary consideration against which planning applications are judged. Policies include: policies encouraging accessible retail shops (of benefit to older and disabled people); 'Accessible, adaptable and Wheelchair housing' (of benefit to older and disabled people)
- Preparation of a 'Proposals Map' that sets out, on a map basis, allocations and designations of land;
- Development of an Infrastructure Delivery Plan that identifies the necessary infrastructure associated with new development and how it will be delivered (this includes health, education and other infrastructure that will benefit the whole community); and
- A monitoring framework for assessing delivery of the adopted strategy.

3. Who are the main intended beneficiaries of the policy/function/service/project?

> The Local Plan Delivery DPD seeks to meet the development needs of the District as a whole and provide a policy framework that balances the need for growth with the protecting important features of the built, historic and natural environment. In this context, the beneficiaries of the policy are all current and future residents, employees and others visiting the District.

4. Which people / groups may be affected by the policy/function/project – whole population or particular groups?

> The Local Plan Delivery DPD has the potential to affect the whole population. Specific allocations may have more direct impacts on local communities. Disable people and older people will specifically benefit from policies on 'Accessible, adaptable and Wheelchair housing'.

5. Are you expecting to make any changes during the next year?
    - Policy   Yes ☐   No ☒
    - Function   Yes ☐   No ☒
    - Project   Yes ☐   No ☒
    - Procedure   Yes ☐   No ☒

6. Who else will be involved in undertaking the INA (names and roles)?

> Alison Moran (Performance and Systems Manager) and Gemma Yardley (Principal Planning policy Officer)

c. Impact Assessment

1. Complete the following tables for each equality target group, by inserting a check mark or tick in one of the 3 options columns - Positive impact, Negative impact, Neutral.
    - ★ Consider the information gathered in Section (a) of this form, compare monitoring information with census data, and considering any other evidence, research or consultations, identify any instances where you believe people in different equality groups could be impacted differentially.
    - ★ This is particularly important where you think that the policy/function/project could have a **negative impact** on any of the equality target groups, i.e. it could disadvantage them, but also

- Where you think that the policy/function/project could have a **positive impact** on any of the equality target groups or contribute to promoting equality, equal opportunities or improving relations within equality target groups
- Otherwise, if you think that neither negative nor positive apply, then choose **neutral impact**
- Note that only **one** type of impact can be applicable for any particular equality group category e.g. male or female.
- **In all cases, please state briefly the reason/rationale for your assessment.**

a) How will the policy/function/project/procedure impact on men, women and those who are transgendered or have gone through gender re-assignment? e.g. flexible working arrangements might have a positive impact on women with caring responsibilities

Gender	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Male	☒	☐	☐	The policies and allocations seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
Female	☒	☐	☐	The policies and allocations seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
Transgender/GR	☒	☐	☐	The policies and allocations seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.

b) How will the policy/function/project/procedure impact on people from different or minority ethnic communities? This may involve using Council services differently, e.g. will Muslim women use the Council's swimming pool more often if separate sex swimming arrangements are in place?

Ethnicity	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
White British	☒	☐	☐	The policies and allocations seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
White European	☒	☐	☐	The policies and allocations seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
Mixed Ethnicity	☒	☐	☐	The policies and allocations seek to protect or

				enhance the environment and deliver necessary growth and associated infrastructure for all members of the community. Some BME groups have reduced access to private cars. Policies seeking new homes in locations with easy access to services and facilities and public transport will result in positive impacts to these groups. Policies already contained in the adopted Core strategy seek to ensure a housing mix – this will inform the detailed design of emerging allocations.
Asian	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community. Some BME groups have reduced access to private cars. Policies seeking new homes in locations with easy access to services and facilities and public transport will result in positive impacts to these groups. Policies already contained in the adopted Core strategy seek to ensure a housing mix – this will inform the detailed design of emerging allocations.
African or Caribbean	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community. Some BME groups have reduced access to private cars. Policies seeking new homes in locations with easy access to services and facilities and public transport will result in positive impacts to these groups. Policies already contained in the adopted Core strategy seek to ensure a housing mix – this will inform the detailed design of emerging allocations.
Gypsy/Roma	☒	☐	☐	The Local plan Delivery DPD specifically refers to meeting the accommodation needs of Gypsies and Travellers (G&T). This has a positive impact on the

				G&T community.
Other ethnic group	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community. Policies already contained in the adopted Core strategy seek to ensure a housing mix – this will inform the detailed design of emerging allocations.

c) How will the policy/function/project/procedure impact on people with disabilities, e.g. if information about Council Tax benefits are not made available in large print or alternative formats, access to such benefits might be denied to people with a visual impairment or learning disability.

Disability/Health	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Visually impaired	☒	☐	☐	The Local Plan Delivery DPD seeks to secure the delivery of 'infrastructure' including health care facilities associated with growth. Emerging policy DMP10 seeks to deliver accessible, adaptable and wheelchair homes for people with a disability. Also, the Delivery DPD will be made available in 'Easy to Read' formats upon request. This will assist groups with protected characteristics access the documents.
Hearing impairment	☒	☐	☐	The Local Plan Delivery DPD seeks to secure the delivery of 'infrastructure' including health care facilities associated with growth. Emerging policy DMP10 seeks to deliver accessible, adaptable and wheelchair homes for people with a disability.
Physically disabled	☒	☐	☐	The Local Plan Delivery DPD seeks to secure the delivery of 'infrastructure' including health care facilities associated with growth. Emerging policy DMP10 seeks to deliver accessible, adaptable and wheelchair homes for people with a disability.
Learning difficulty	☒	☐	☐	The Local Plan Delivery DPD seeks to secure the delivery of 'infrastructure' including education and health care facilities associated with growth.
Mental health problem	☒	☐	☐	The Local Plan Delivery DPD seeks to secure the delivery of 'infrastructure' including education and health care facilities associated with growth.
Other longstanding health problem which limits day to day activities	☒	☐	☐	The Local Plan Delivery DPD seeks to secure the delivery of 'infrastructure' including education and health care facilities associated with growth. Emerging policy DMP10 seeks to deliver accessible, adaptable and wheelchair homes for people with a disability.

d) Does the policy/function/project/procedure impact on people differently based on their age, e.g. a job advertisement that requires at least ten years post qualification experience would clearly prevent people in their twenties from applying

Age Group	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Children (under 16)	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community (including education facilities). Allocation SA1 specifically promotes a new primary school. Updated Policy CS15 updates minimum play & open space standards (including Children's Play Space) which will be of specific benefit to young people.
(16 to 29)	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
(30 – 44)	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
(45 – 59)	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
(60 – 74)	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the community.
Older (over 75)	☒	☐	☐	The policies seek to protect or enhance the environment and deliver necessary growth and associated infrastructure for all members of the

				community (including health facilities). Emerging policy DMP10 seeks to deliver accessible, adaptable and wheelchair homes which could benefit older people.

e) Does the policy/function/project/procedure impact on people differently based on their sexual orientation, e.g. if housing policy is only to offer temporary accommodation to couples of different sex a gay or lesbian couple would be unable to be housed

Sexual Orientation	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Heterosexual	☒	☐	☐	The Delivery DPD seeks to benefit all of the community. No adverse impacts on groups with a specific sexual orientation have been identified.
Gay or Lesbian	☒	☐	☐	The Delivery DPD seeks to benefit all of the community. No adverse impacts on groups with a specific sexual orientation have been identified.
Bisexual	☒	☐	☐	The Delivery DPD seeks to benefit all of the community. No adverse impacts on groups with a specific sexual orientation have been identified.

f) Does the policy/function/project/procedure impact on people differently based on their religion or belief e.g. would a person of the Hindu religion be able to give a binding affirmation if a procedure requires the swearing of an oath on the Bible?

Religion or Belief	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Christian	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of community facilities & open spaces that can be used for religious festivals.
Hindu	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of community facilities & open spaces that can be used for religious festivals.

Muslim	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of community facilities & open spaces that can be used for religious festivals.
Sikh	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of community facilities & open spaces that can be used for religious festivals.
Jewish	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of community facilities & open spaces that can be used for religious festivals.
Other	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of community facilities & open spaces that can be used for religious festivals.
Non believer	☒	☐	☐	The Delivery DPD is faith neutral. It seeks to deliver necessary growth and associated infrastructure regardless of faith. Positive benefits of emerging policies include provision of open spaces that can be used for wider community use.

g) Does the policy/function/project/procedure impact on people differently based on any of the other protected characteristics where these are affected by aspects of the Equality Act (e.g. marital status and civil partnership; pregnancy or maternity)

The Delivery DPD seeks to benefit all of the community. No adverse impacts on any groups with protected characteristics have been identified. The policies seek to deliver growth and the associated necessary infrastructure and are therefore considered universally beneficial – including groups with protected characteristics.

If you conclude that there is a **negative impact** in one or more of the target groups you will need to **amend the policy/function/project and/or take further action, to minimise or remove the impact.** This should be done using the 'Improvement Actions Plan' table overleaf.   If you think that other actions could be taken **to increase any positive impacts**, please include these too. Where appropriate, such actions should be included in your current/proposed Service Plan.

Impact & Needs Assessment: Improvement Actions Plan

Please list below any recommendations for action to improve the equalities performance of the policy/function/project that you plan to take as a result of this impact assessment. This could be to change the policy itself or involve other initiatives. Where appropriate, these actions should also be included in your current / proposed Service Plan.

Issue/Link to INA question number	Action Required	Lead Officer	Time-scale	Resource implications	Comments
Section a. 1a / 1b / 2.	Identify any emerging data in relation to Gender re-assignment and sexual orientation.	PT	Ongoing		The ONS are seeking views on the potential to assess Gender identity as part of a census 2021 consultation topic paper. A watching brief is required to see if further data becomes available.
Section a. 3	Identify 'best practice' in relation to Equalities in the context of Local Plans.	PT	Ongoing		No further EINA best practice guidance has been identified.
Section a. 4	Further research will be required during the expected Local Plan Review.	PT	Beyond May 2018		Future versions of the Local Plan must be mindful of equalities issues as detailed policies and proposals are developed. The EINA will be updated to inform emerging policy.
Section c.	Monitor changing and emerging policy to ensure that equalities impacts are fully considered and update EINA as necessary.	PT	Up to March 2017 – submission plan (LDS)		The EINA will be updated to inform future Local Plan reviews.

Please ensure that the section below is completed and signed by one or both   NAMED officers as applicable:

NAME : CAT HARTLEY ███████ (Please print name)
(Corporate/Group/Service Manager)

Date: 13 | 11 | 17

NAME : LUCY O'DOHERTY (Please print name)

Signed: ████████
(Completing Officer) ████

Date: 10 / 11 /2017

Please keep a copy on record to which the public could have full access. Also send or e-mail a copy of this completed form along with documentation describing the policy/function/project it concerns to:

Alison Moran, Performance & Systems Manager