

## Equality Impact Assessment Form

<b>Name of Strategy/Policy:</b>	Fallbarn Conservation Area	
<b>Officer Name(s):</b>	Mick Nightingale	
<b>Job Title &amp; Location:</b>	Conservation Officer, One Stop Shop	
<b>Department/Service Area:</b>	Spatial Development	
<b>Telephone &amp; E-mail Contact:</b>	07787706409, micknightingale@rossendalebc.gov.uk	
<b>Date Assessment:</b>	<b>Commenced:</b> 03 Sept 2007	<b>Completed:</b> 03 Sept 2007

### 1. Impact Assessment – Policy and Target Outcomes

- a) Summarise the main aims/objectives of the strategy, policy, procedure or project (refer to “**Notes for Guidance**” for details).

The Fall Barn area has been identified as a potential conservation area. Conservation areas are designated because of their special architectural or historic interest. The statutory definition for a conservation area is an area of: *special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.*

b) Is the policy under review (please tick)

New/proposed ✓

Modified/adapted

Existing

c) Who will be the main beneficiaries, targets or users of this strategy, policy, project or procedure?

- ✓ Customers/citizens of the district (in particular those living within the conservation area)
- ✓ Elected Members/Councillors
- ✓ Internal colleagues/customers or other public authorities e.g. government agencies
- ✓ Community Groups/voluntary sector groups or campaign/interest groups
- ✓ Staff/employees (in their contractual position) and/or potential employees/trainees.
- ✓ Any other stakeholder e.g. trade unions, contractors, suppliers, district partners, public agencies (not directly under Council control), intermediaries representing interest groups e.g. tenants, developers, legal agencies or third parties.

Specify in box below:

Any company who does business within the conservation area will be effected. Those located within the conservation area will have additional controls over alterations to their buildings. Those developers / builders who have work within the conservation area will have extra controls on the work they carry out.

- d) Please detail below specific equality groups – for example disabled citizens, elderly or infirm/female or non-traditional users who are seen as intended beneficiaries from this policy/strategy/project/procedure (see “**Notes for Guidance**”).

Key equality groups as intended beneficiaries (where appropriate):

N/A

- e) To assist with the assessment you may need to consider collecting the following information you require, before completing the table in Section 2:

- NATIONAL DATA eg surveys, reports, statistics, etc which point up specific areas/issues.
- LOCAL DATA eg demographics, service mapping studies & relevant research.
- MANAGEMENT INFO eg data collected for operational/financial or other purposes.
- MONITORING DATA eg information already available or collected. For example: disability type, age band, gender, location. (ref existing BVPIs).
- CONSULTATION/CONTACT DATA eg user group feedback, representations, specific consultation events etc.
- CUSTOMER COMPLAINT/FEEDBACK eg results of investigations, inquiries, elected member cases, normal complaints/compliments etc.
- Views of LSP Officers, independent externals, contractors/suppliers, partners and academia (if relevant).
- OTHER eg frontline employee feedback, other research, experiences of other agencies/local authorities, councillors mailbags/surgeries.

- f) Is further consultation, data collection or research still required?

Yes                      ✓                      No

(If yes then complete Action Plan)

Key Actions (note responsible officer(s)):  
Consultation within the Area – Conservation Officer

## 2. Impact – Evidence

- a) Using the table below please tick whether you have evidence that the policy/strategy has a negative, positive or neutral impact on any of the equality groups listed below

		<b>Positive Impact</b> – it could benefit	<b>Negative Impact</b> – it could disadvantage	<b>Reason</b>	<b>Neutral Impact (Neither)</b>
<b>Gender</b>	Women	✓	✓	Conservation areas are put in place to preserve the architectural and historical character of an area for the benefit of everyone.  Additional restraints on developments could be seen as a disadvantage	
	Men	✓	✓	As above	
<b>Race (Ethnicity or Nationality)</b>	Asian or Asian British people	✓	✓	As above	
	Black or black British people	✓	✓	As above	
	Chinese or other ethnic people	✓	✓	As above	
	Irish people	✓		As above	
	White people	✓	✓	As above	
	Chinese people	✓	✓	As above	

		<b>Positive Impact</b> – it could benefit	<b>Negative Impact</b> – it could disadvantage	<b>Reason</b>	<b>Neutral Impact (Neither)</b>
	Other minority communities not listed above e.g. traveller/European (please state below):	✓	✓	As above	
<b>Disability</b>	Physical/learning/mental health	✓	✓	As above	
<b>Sexuality</b>	Lesbians, gay men and bisexuals	✓	✓	As above	
<b>Gender Identity</b>	Transgender people	✓	✓	As above	
<b>Age</b>	Older people (60+)	✓	✓	As above	
	Younger people (17-25), and children	✓	✓		
<b>Belief</b>	Faith groups *	✓	✓	As above	
<b>Other Groups (e.g. carers, rural isolation)</b>		✓	✓	As above	
<b>Equal opportunities and/or improving relations</b>	Note impact on group relations <u>between</u> and any effects on social cohesion.	N/A			

**Notes:**

\* Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs, Hindus. Consider faith categories individually and collectively when considering positive and negative impacts.

- b) If the table above is not fully completed, what further information does the Assessor need?

N/A

- c) Based on a summary of the evidence obtained, are there specific equality groups more affected than others by this policy/project etc area? If so indicate briefly below.

N/A

### 3. Impact – Nature/Type

- a) Could you further improve the strategy, project, policy or procedure's positive impact?

YES ✓

NO

If "Yes", briefly summarise below how the positive impact could be improved upon.

Key Actions:

The success of the conservation area will be subject to review in the future, giving the opportunity for it to be improved.

- b) If you indicated that there is neutral impact, could this be changed to become positive?

YES

NO

If yes, briefly summarise below how this impact could be minimised or removed:

Key Actions:

- c) You need to think about how you can mitigate any adverse or negative impact or use the policy to promote a positive impact. If the proposed policy or project has a:

**High Impact** – you have identified that the policy or project will have a high, negative impact i.e. that it may be or is unlawfully discriminating against some groups, you will have to take immediate action to mitigate this.

Or:

**Lower Impact** – if you have identified that the policy would have a negative or adverse impact (that may not be lawful) you will also need to consider what changes you could make to remove this impact.

If you have identified adverse impact you must determine whether you will recommend that the Council should:

- Change the policy, stating what the changes should be
- Revise the policy, stating the revisions
- Consult further if you feel that you do not have enough information

Actions arising from the impact assessment should form part of the Service Planning Process.

Key Actions:

#### 4. Impact Assessment - Summary

##### a) Key Findings

Please list the major outcomes/results/findings of this assessment in relation to equality which require action by the Council:

Key Findings:

None of the outcomes of the assessment require further action by the Council.



b) "Public Duty" Issues

Refer to "**Notes for Guidance**". Given the three strands of legal duty, please identify which particular issues are essential for the Council to address:

**5. Impact Assessment – Further Action**

a) As a result of collecting evidence (including consultation) have any changes been made, or are planned, to this policy, strategy, procedure or project?

Yes

No



(If yes then complete Action Plan)

Key Actions (note responsible officer(s) or political body as required):

b) Has a monitoring/evaluation/review process been set up to check the successful implementation of the policy/strategy including improved outcomes?

Yes



No

(see point 3a)

If yes, briefly summarise below:

Consultation and policy development work will be carried out after it is approved. The site will be appraised as part of a conservation area appraisal every five years.

- c) Please briefly describe how the above monitoring/evaluation will ensure the policy/strategy will be reviewed/monitored for impact (indicate timescale):

**Please complete the Action Plan overleaf**

- d) If no further action is to be taken as a result of this assessment:

1. Are you convinced that no discriminatory action is evident in the implementation of this policy, procedure, etc?

Yes ✓

No

2. Have you weighed up and considered any negative impact and the options to change, alter or adapt?

Yes ✓

No

3. Do you intend/recommend a further review? If yes, indicate timescale.

Yes ✓

No

(Timescale: every five years as part of a conservation area appraisal)

**IMPACT ASSESSMENT ACTION PLAN**

Please list below any recommendations for action that you plan to take as a result of this impact assessment (refer to Sections 3 & 4).

Issue	Action required	Lead officer	Timescale	Resource implications	Comments

## Equality Impact Assessment

### Checklist & Signature Sheet

<b>Name of Strategy/Policy:</b>	Statement of Community Involvement
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Please check the following steps have been completed before signing below:

- Sections 1 to 4 completed
- Action Plan completed
- Notified all relevant Officers/Service Areas/Partners

Signed: .....

Job Title: Conservation Officer

Department: Spatial Development

Date commenced Assessment: 03 August 2007

Date completed: 03 August 2007

Date received in HR:.....

Received in HR by:.....

**Please sign the EQIA as indicated above, retain a copy and send a copy of the full EQIA, including the Action Plan, to:**

**Liz Murphy**  
**Head of Human Resources**  
**Kingfisher Business Centre, Futures Park**  
**Bacup**  
**OL13 OBB**  
[lizmurphy@rossendalebc.gov.uk](mailto:lizmurphy@rossendalebc.gov.uk)

**MANAGEMENT ACTION REQUIRED (to be completed by the Head of HR)**

- Referred back to Assessor for amendment .....(date)
- Refer to Committee ..... (specify committee & date)
- Considered by Corporate Equalities Implementation Group..... (date)
- Published/made publicly available on ..... (date)

Signed:..... (Head of HR) Date:.....

Date of Review:.....