

Equality Impact Assessment Form

Name of Strategy/Policy:	Alterations and Extensions to Residential Properties: A Consultation Draft Supplementary Planning Document (SPD)			
Officer Name(s):	Caroline Ridge			
Job Title & Location:	Planning Assistant – Town Hall Annexe			
Department/Service Area:	Forward Planning			
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Date Assessment:	Commenced: 24/01/08	Completed: 25/01/08		

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 SPD is aimed at applicants for domestic extensions, their architects and all others involved in the design and siting of extensions and alterations. Having this guidance available from the preliminary pre-application discussions through to the final determination of an application will enable officers to process and determine applications more effectively.



b)	Is the policy under	review	(please tick)			
	New/proposed	⊠ ľ	Modified/adapted		Existing	
c)	Who will be the ma		eficiaries, targets o	or users	s of this stra	ategy, policy,
		groups of Council s/custor os/volunt in their ces. older e.g. oot direct	of customers/citize flors mers or other publ tary sector groups contractual position that trade unions, contracty under Council of	ic authors or cam n) and/o ntractor control)	orities e.g. npaign/inter or potential rs, supplier n, intermedi	government rest groups I s, district partners, laries representing
Specify	y in box below:					
d)	Please detail below elderly or infirm/fel beneficiaries from Guidance ").	male or	non-traditional us	ers who	o are seen	as intended
Key eq	quality groups as int	tended I	beneficiaries (whe	re appr	opriate):	
N/A						



e)		mation 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)	ls fu	rther consultation, data collection or research still required?
	١	∕es □ No ⊠
	(If ye	es then complete Action Plan)
	Key A	Actions (note responsible officer(s)):



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

		Positive Impact – it could benefit	Negative Impact – it could disadvantage	Reason	Neutral Impact (Neither)
Gender	Women				X
	Men				X
Race (Ethnicity or Nationality)	Asian or Asian British people				X
,	Black or black British people				X
	Chinese or other ethnic people				X
	Irish people				X
	White people				X
	Chinese people				X
	Other minority communities not listed above e.g. traveller/European (please state below):				X



		Positive Impact – it could benefit	Negative Impact – it could disadvantage	Reason	Neutral Impact (Neither)
Disability	Physical/learning/mental health				Х
Sexuality	Lesbians, gay men and bisexuals				X
Gender Identity	Transgender people				X
Age	Older people (60+)				X
	Younger people (17-25), and children				X
Belief	Faith groups *				X
Other Groups (e.g. carers, rural isolation)					X
Equal opportunities and/or improving relations	Note impact on group relations between and any effects on social cohesion.				X

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.



D)	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
1	



a) Could you further improve the strategy, project, impact?	policy or procedure's <u>positive</u>
YES NO	
If "Yes", briefly summarise below how the positive in	npact could be improved upon.
Key Actions:	
N/A	
b) If you indicated that there is <u>neutral</u> impact, coul positive?	d this be changed to become
YES NO	
If yes, briefly summarise below how this impact coul	ld be minimised or removed:
Key Actions:	
N/A	
c) You need to think about how you can mitigate a	nv adverse or negative impact or

 You need to think about how you can mitigate any adverse or <u>negative</u> 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.

3. Impact – Nature/Type



Or:

Key Actions:

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.

	N/A
L	
4.	Impact Assessment - Summary
	a) Key Findings
	Please list the major outcomes/results/findings of this assessment in relation to equality which require <u>action</u> by the Council:
	Key Findings:
	N/A



	b)	"Publi	c Duty"	Issues		
						C. Given the three strands of legal duty, please identify ential for the Council to address:
		•				
5.	lm	pact A	ssessn	nent – F	urther	r Action
	a)				_	dence (including consultation) have any changes been is policy, strategy, procedure or project?
		Yes			No	
	(If	yes the	en comp	lete Acti	ion Pla	an)
ſ	Key	/ Actior	ns (note	respons	sible of	fficer(s) or political body as required):
_	b)					n/review process been set up to check the successful y/strategy including improved outcomes?
		Yes	\boxtimes		No	
	If y	es, bri	efly sum	marise	below:	:
	dep	artmer	nt as to	their app	oropria	the guidance will be assessed by the planning ateness and acceptability which may require minor be made.



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

	opp	ortunity	to exp	ress their view	s and suggesti	ons on t	the Draft SPD with a view to garding domestic extensions.
	will	be ass	essed a	and reviewed b		departn	the results and suggestions nent which may then feed into
	uio	illiai ac	Journal	it due to be du	opica in danc 2	000.	
ΡI	ease	e comp	lete th	e Action Plan	overleaf		
	d)	If <u>no f</u>	<u>urther a</u>	<u>iction</u> is to be t	aken as a resul	t of this	assessment:
		1.	•		hat no discrimin iis policy, proce	•	ction is evident in the c?
			Yes	\boxtimes			
			. 00		No	Ш	
		2.	Have		ıp and consider	∟ ed any	negative impact and the
		2.	Have	you weighed υ	ıp and consider	ed any	negative impact and the
			Have option Yes	you weighed uns to change, a	ip and consider ilter or adapt? No		negative impact and the ? If yes, indicate timescale.



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

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Please check the following steps	have been co	ompleted before signing below:					
Sections 1 to 4 completed Action Plan completed Notified all relevant Officers/Service Areas/Partners							
Signed: Caroline Ridge							
Job Title: Assistant Planner		Department: Forward Planning					
Date commenced Assessment: 2	4/01/08	Date completed: 25/01/08					
Received in HR by: Please sign the EQIA as indicate EQIA, including the Action Plan	ted above, re	etain a copy and send a copy of the full					
Liz Murphy Head of Human Resources Kingfisher Business Centre, Fu Bacup OL13 OBB <u>lizmurphy@rossendalebc.gov.te</u>							
MANAGEMENT ACTION REQUI	IRED (to be o	completed by the Head of HR)					
 □ Referred back to Assessor for amendment							
Signed:	(Head	d of HR) Date:					
Date of Review:	Date of Review:						