

Community Impact Assessment Form

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| Name of Strategy/Policy: | Conservation Area Character Appraisals and Management Proposals Plans | |
| Officer Name(s): | Rachel Fletcher | |
| Job Title & Location: | Assistant Conservation Officer | |
| Department/Service Area: | Planning | |
| Telephone & E-mail Contact: | 01706 238 642 rachelfletcher@rossendalebc.gov.uk | |
| Date Assessment: 28.09.2011 | Commenced: 28.09.2011 | Completed: 28.09.2011 |

1. Impact Assessment – Policy and Target Outcomes

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

The Council is required by law to periodically review its conservation areas and to consult with local residents and business owners with any proposals for change and this documents aims to do that. The production of up-to-date Character Appraisals also assists the Council in making decisions on planning applications within or where development may affect the conservation area. These documents identify the character and positive qualities of the conservation areas, highlight key issues, and put forward proposals for their management in future years.

- b) Is the policy or decision under review (please tick)

New/proposed

Modified/adapted

Existing

- c) Main or intended groups identified as beneficiaries, targets or users of (or affected in any other way) this strategy, policy, project, procedure or decision?
Please specify in box below:

- Customers/citizens of the district
- Targeted/specific groups of customers/citizens (indicate below in [d]).
- 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.

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Main beneficiaries:

All those involved with managing change, preserving and enhancing and learning about these conservation areas, which includes:

- Citizens
- Elected members / Councillors
- Internal colleagues and other public authorities
- Community groups/voluntary sector groups or campaign/interest groups where they have work relevant to these conservation areas
- Other stakeholders including developers

d) Please detail below specific equality groups who will be the main beneficiaries, targets and users of this strategy, policy, project, procedure or decision, or who will be affected in any other way.

Key equality groups as main beneficiaries or affected in any other way (where appropriate):

None.

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

- NATIONAL DATA e.g. surveys, reports, statistics, etc which point up specific areas/issues.
- LOCAL DATA e.g. demographics, service mapping studies & relevant research.
- MANAGEMENT INFO e.g. data collected for operational/financial or other purposes.
- MONITORING DATA e.g. information already available or collected. For example: disability type, age band, gender, location. (ref. existing LPSIs).
- CONSULTATION/CONTACT DATA e.g. user group feedback, representations, specific consultation events etc.
- CUSTOMER COMPLAINT/FEEDBACK e.g. 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 e.g. frontline employee feedback, other research, experiences of other agencies/local authorities, councillors mailbags/surgeries.

Please detail in the box below, the information you have considered to make this decision/recommendation regarding the communities affected by this.

Various public consultation exercises undertaken between February-April 2011.

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

Yes

No

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(If yes then complete Action Plan)

Key Actions (note responsible officer(s)):

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2. Impact – Evidence

Using the table below please tick whether you have evidence that the policy/strategy/decision has a negative, positive or neutral impact **from an equalities perspective** on any of the equality groups listed below. **Throughout this document please also give consideration to the wider community cohesion impacts within and between the groups identified.**

| Equality | | Positive Impact (It could benefit) | Negative Impact (It could disadvantage) | Reason and any mitigating actions already in place (to reduce any adverse /negative impacts <u>or</u> reasons why it will be of positive benefit or contribution) | No Impact |
|---------------------------------|--|------------------------------------|---|---|-----------|
| Age | Older people (60+) | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Younger people (17-25), and children | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Disability | Physical/learning/mental health | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Race (Ethnicity or Nationality) | Asian or Asian British people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Black or black British people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Chinese or other ethnic people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Irish people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | White people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Chinese people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Gypsies & Travellers | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Other minority communities not listed above (please state) | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Gender | Women | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| | Men | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Sexual Orientation | Lesbian women, gay men and bisexual people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Belief or Religion | | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Gender Reassignment | Transsexual people | <input type="checkbox"/> | <input type="checkbox"/> | | √ |
| Pregnancy and Maternity | | <input type="checkbox"/> | <input type="checkbox"/> | | √ |

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| Equality | Positive Impact (It could benefit) | Negative Impact (It could disadvantage) | Reason and any mitigating actions already in place (to reduce any adverse /negative impacts <u>or</u> reasons why it will be of positive benefit or contribution) | No Impact |
|--|------------------------------------|---|---|-----------|
| Marriage and Civil Partnership (employment only) | <input type="checkbox"/> | <input type="checkbox"/> | | √ |

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

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3. Impact – Nature/Type

- a) Could you further improve the strategy, project, policy, procedure or decision's positive or neutral impact? If "Yes", this should be detailed in the Action Plan.

YES NO

- b) You need to think about how you can mitigate any adverse or negative impact(s) of the proposal, or how you might use the policy, strategy, project, procedure or decision to promote a positive impact. You must consider whether you have identified that this proposal has a:

High Impact: that the policy, project or decision 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: the policy, project or decision will 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/decision, stating what the changes should be
- Revise the policy/decision, 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:

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| Key Actions: |
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4. Impact Assessment - Summary

Key Findings

Please list the major outcomes/results/findings of this assessment in relation to equality which require action by the Council detailing these in the Action Plan at the back at this document. If no specific actions have been identified please detail your key findings below:

Key Findings:
The conservation area character appraisals and management proposals plan would have a neutral impact upon equality groups.

5. Impact Assessment – Further Action

Please give the details of the monitoring/evaluation/review process that has/will be set up to check the successful implementation of the policy, project, strategy or decision including improved outcomes/impact and identify the review date.

Evaluation/ monitoring/ review process:
Certain elements of Management Proposal Plans will be monitored as part of Open Space Strategy where appropriate. There is also an annual 'health check' of conservation areas run by English Heritage called 'Conservation Areas Survey' to monitor improvement and decline which broadly fits with the Management Proposals Plans.

Review Date: Ongoing.

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6. 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 |
|-------|-----------------|--------------|-----------|-----------------------|----------|
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