

## Equality Impact Assessment / Equality Analysis

<b>Title of service or policy</b>	Community Infrastructure Levy Draft Charging Schedule Draft Planning Obligations Supplementary Planning Document
<b>Name of directorate and service</b>	Place. Planning Services
<b>Name and role of officers completing the EIA</b>	Kaoru Jacques. Planning Policy Officer
<b>Date of assessment</b>	July 2014

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the process, with a final version including the action plan section being published on the Council's and NHS Bath and North East Somerset's websites.

<b>1. Identify the aims of the policy or service and how it is implemented.</b>		
	<b>Key questions</b>	<b>Answers / Notes</b>
<b>1.1</b>	<p>Briefly describe purpose of the service/policy including</p> <ul style="list-style-type: none"> <li>• How the service/policy is delivered and by whom</li> <li>• If responsibility for its implementation is shared with other departments or organisations</li> <li>• Intended outcomes</li> </ul>	<p>The subject of this assessment is the Bath and North East Somerset Council's Community Infrastructure Levy (CIL) which the Council aims to adopt in 2015 to fund community infrastructure for example schools and highways, across the District, and the Planning Obligations SPD which relate to site related planning requirements such as affordable housing and on site mitigation works.</p> <p>The Planning Service will be responsible for implementing CIL charging process and securing the planning provisions of the SPD. The Planning Services officers will consult with internal and external consultees.</p> <p>Intended Outcomes. The outcome is for the objectives of the Core Strategy to be delivered – in particular for new development to be supported by the timely delivery of the required infrastructure to provide balanced and more self-contained communities.</p>
<b>1.2</b>	<p>Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> <li>• Is it a new service/policy or review of an existing one?</li> <li>• Is it a national requirement?).</li> </ul>	<p>The Community Infrastructure Levy (CIL) Charging Schedule will in part replace the current system of securing developer contributions through Section 106 agreements for strategic infrastructure, although these S.106 agreements will still be used to secure a range of site related Council requirements including affordable housing.</p> <p>CIL rates are set by the charging authority, in this case B&amp;NES, in a Charging</p>

	<ul style="list-style-type: none"> <li>• How much room for review is there?</li> </ul>	<p>Schedule. The charge is an amount that must be paid in pounds sterling £ per square metre of qualifying development. The charging schedule sets out the CIL rates by type and size of development for all new development liable for the charge. The Council has published a Draft Charging Schedule for consultation.</p> <p>The Planning Obligations Supplementary Planning Document is an update to a document approved by the Council in 2009.</p> <p>The Planning Obligations Supplementary Planning Document (SPD) will provide clear guidance in respect of the Council's approach to site related Planning Obligations / Section 106 such as Affordable Housing.</p> <p>The planning policy basis for this SPD is set out within the National Planning Policy Framework (NPPF) (March 2012), National Planning Practice Guidance (NPPG) (March 2014) and the Council's Core Strategy including policies CP9 (Affordable Housing) and CP13 (Infrastructure Provision).</p> <p>The Planning Act 2008 and CIL Regulations 2010 (as amended), the National Planning Policy Framework (2012) sets the scope of the CIL Draft Charging Schedule. The Council's Core Strategy Policy CP13 Infrastructure Provision states under "Delivery of the Policy" that "The preparation of a Community Infrastructure Levy charging schedule (or similar local tariff) may be considered."</p> <p>The Council is able to review the Charging Schedule and SPD following the approval of these documents.</p>
<b>1.3</b>	Do the aims of this policy link to or conflict with any other policies of the Council?	The SPD and DCS both relate to the B&NES Core Strategy which forms the key policy document for the District and puts in place a strategic planning framework to guide change and development in the District up to 2029.
<b>2. Consideration of available data, research and information</b>		
Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential sources:		

- **Demographic** data and other statistics, including census findings
- Recent **research** findings (local and national)
- Results from **consultation or engagement** you have undertaken
- Service user **monitoring data** (including ethnicity, gender, disability, religion/belief, sexual orientation and age)
- Information from **relevant groups** or agencies, for example trade unions and voluntary/community organisations
- Analysis of records of enquiries about your service, or **complaints** or **compliments** about them
- Recommendations of **external inspections** or audit reports

	<b>Key questions</b>	<b>Data, research and information that you can refer to</b>
<b>2.1</b>	What is the equalities profile of the team delivering the service/policy?	Wide range of service deliverers including public, private and voluntary sectors which mirrors the equality profile of Bath and North East Somerset.
<b>2.2</b>	What equalities training have staff received?	Planning services have received corporate equalities training and EQIA training. A number of the service deliverers within the Council will have received corporate equalities training.
<b>2.3</b>	What is the equalities profile of service users?	<p>We have limited information about the user profile for planning applications, and a database of groups and individuals who have commented on Local Development Framework documents.</p> <p>The council has extensive statistical information within the Joint Strategic Needs Assessment (JSNA). The JSNA is designed to be the single portal for facts, figures and intelligence about the B&amp;NES district, its communities and its population. It is designed for use by anyone who has an interest in or makes decisions about Bath and North East Somerset. This covers fields such as Equalities and looks at each group and Socio-economic Inequality.</p> <p>The equalities profile is representative of that of the district of Bath and North East Somerset.</p>
<b>2.4</b>	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction	The Council has results of a large scale Voicebox Resident Survey carried out in 2011, 2012 and 2013. The survey asked questions about how satisfied residents were with the local area as a place to live and the way

	surveys, consultation findings). Are there any gaps?	the Council run things.
2.5	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	A Preliminary Draft Charging Schedule (PDCS) was prepared and consulted on in 2012. The preparation of this document involved extensive consultation and stakeholder workshops. A Consultation Report has been prepared with sets out what engagement took place and considers comments to PDCS. Further meetings and input from internal and external stakeholders have taken place in the preparation of this Draft Charging Schedule.
2.6	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	<p>The Council's "My Neighbourhood A Neighbourhood Planning Protocol" document explains how the local community can get involved in the preparation of planning policy documents and sets out methods of consultation and target groups.</p> <p>A full consultation process is planned with respect to the SPD and CIL DCS, over 8 weeks from July to September, instead of the minimum 6 weeks. The consultation will be advertised in the Bath Chronicle, and the documents will be available at Council offices and all libraries. Information about the consultation will be issued prior to the start of the consultation period by email to all stakeholders as set out in the Council's Neighbourhood Planning Protocol and those on the Local Development Framework database including statutory consultees and a range of other stakeholders.</p>

### 3. Assessment of impact: 'Equality analysis'

	Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:	
	<ul style="list-style-type: none"> <li>Meets any particular needs of equalities groups or helps promote equality in some way.</li> <li>Could have a negative or adverse impact for any of the equalities groups</li> </ul>	
	<b>Examples of what the service has done to promote equality</b>	<b>Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this</b>

3.1	<b>Gender</b> – identify the impact/potential impact of the policy on women and men.	It is considered that CIL will benefit all people. No specific impact relating to gender has been identified during this assessment. Adoption of the CIL and the SPD is likely to have a positive impact on both male and female residents and service users alike.	
3.2	<b>Pregnancy and maternity</b>	It is considered that CIL will benefit all people. No specific impact relating to this group has been identified during this assessment.	
3.3	<b>Transgender</b> – – identify the impact/potential impact of the policy on transgender people	It is considered that CIL will benefit all people. No specific impact relating to transgender people has been identified during this assessment	
3.4	<b>Disability</b> - identify the impact/potential impact of the policy on disabled people (ensure consideration both physical and mental impairments)	It is considered that CIL will benefit all people. No specific impact relating to people with disabilities has been identified during this assessment. New developments including affordable housing will provide an opportunity to create homes accessible for disabled people.	
3.5	<b>Age</b> – identify the impact/potential impact of the policy on different age groups	It is likely that CIL will have a positive impact on all age groups as it will provide additional funding for open space, public transport facilities and community infrastructure which are used by a range of age groups.	
3.6	<b>Race</b> – identify the impact/potential impact on different black and minority ethnic groups	It is considered that CIL will benefit all people. No specific impact relating to black and minority ethnic groups has	

		been identified during this assessment.	
<b>3.6</b>	<b>Sexual orientation</b> - identify the impact/potential impact of the policy on lesbians, gay, bisexual & heterosexual people	It is considered that CIL will benefit all people. No specific impact relating to sexual orientation has been identified during this assessment.	
<b>3.7</b>	<b>Marriage and civil partnership</b> – does the policy/strategy treat married and civil partnered people equally?	It is considered that CIL will benefit all people. No specific impact relating to married and civil partnered people has been identified during this assessment.	
<b>3.8</b>	<b>Religion/belief</b> – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	It is considered that CIL will benefit all people. No specific impact relating to religious/faith groups has been identified during this assessment	
<b>3.9</b>	<b>Socio-economically disadvantaged</b> – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances	The delivery of affordable housing and improvements to Education, Public Transport and Targeted Recruitment and Training & Supply-chain Protocol will have a positive impact for people who are socio – economically disadvantaged.	
<b>3.10</b>	<b>Rural communities</b> – identify the impact / potential impact on people living in rural communities	It is considered that CIL will benefit all people. No specific impact relating to rural communities has been identified during this assessment. However, public transport and other transport improvements should have the effect of enhancing accessibility. A proportion of CIL funding will be passed on to local communities to help to improve their infrastructure requirements.	

## 4. Bath and North East Somerset Council & NHS B&NES Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
The CIL DCS has not yet been implemented and is still to undergo further consultation and examination. Subsequently, there may be some alterations to the Charging Schedule before it is adopted.	This EIA will be reviewed and updated where necessary in response to any relevant issues raised during consultation of the CIL Draft Charging Schedule.	CIL DCS consultation July to September 2014.	Kaoru Jacques, Planning Policy Team	Following consultation in September 2014.
If the adoption of the Core Strategy is delayed, this would impact on the timetable for adoption of CIL. Based on the CIL Regulations 2010 (as amended) coming into force on 6 <sup>th</sup> April 2015, the Council would be unable to collect pooled contributions after 6 <sup>th</sup> April 2015. This would have the effect of reducing funding from developers	Ensure the timetables for both the Core Strategy and CIL are adhered to.	CIL DCS consultation July to September 2014.	Kaoru Jacques, Planning Policy Team	Refer to timetable.



for community infrastructure, and thereby potentially affecting the delivery of essential infrastructure such as schools.				

## 5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team ([equality@bathnes.gov.uk](mailto:equality@bathnes.gov.uk)), who will publish it on the Council's and/or NHS B&NES' website. Keep a copy for your own records.

**Signed off by:** Simon de Beer  
senior officer)

(Divisional Director or nominated

**Date: 8<sup>th</sup> July 2014**