

## Equality Impact and Needs Assessment (INA) Form

Name of the policy, function or project: **Blaby District Council Local Development Framework (Core Strategy)**

Service: **Planning Policy (Policy and Partnerships)**

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 will be assessed as per an agreed annual programme.

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 Group (CEG) 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, Race, Disability, Age, Sexual Orientation, Religion or Belief (equality target groups) or 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 questionnaire may be a public document.**

Once completed, 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 in the first instance. *(If this is a new policy/service/procedure/function/project this form will also need to be attached to your Cabinet report)*

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                         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| • Black and minority ethnic communities | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| • People with disabilities              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| • Age groups                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| • Sexual orientation                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| • Religion or belief                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

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                         | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Black and minority ethnic communities | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • People with disabilities              | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Age groups                            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Sexual orientation                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Religion or belief                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

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:

We do not have data regarding service take up.

If you have answered 'no' please explain reasons:

- The Local Development Framework (Core Strategy) sets out the long term strategy for the development of the District. The strategy will affect new and existing residents, it is not possible to accurately quantify the populations that would be impacted by the service (either now or through the duration of the plan period up to 2026).
- We need to work with partners and services (including the Local Strategic Partnership) to ensure that we know the proportions of different equality groups using services.
- We do not currently have data on sexual orientation as related to the population of the District

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

In accordance with the Council's Statement of Community Involvement, a number of hard to reach groups were identified and have been notified at key stages of production. Groups representing Black and Minority Ethnic Groups (including Gypsies and Travellers), People with Disabilities, and Older People / young people were consulted. In addition forums representing Older people, Young People and Black and Minority Ethnic Groups were attended.

**b. Your policy, service, function or project**

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

To provide a spatial planning strategy for the District of Blaby which sets out a vision, objectives and policies that will determine how the District will develop up to 2026.

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 areas addressed in the document are: Strategy for locating new development, Design of new development, Location and nature of a Sustainable Urban Extension (large scale mixed use development including 4,000+ houses), Location and nature of a Strategic Employment Site (20 hectares), settlement hierarchy (attributing housing numbers to each settlement within the District), Affordable Housing, Mix of housing, Accommodation for Gypsies and Travellers, Transport Infrastructure, Services and Facilities to support growth, Developer Contributions, Retailing and Town Centres, Green Infrastructure, Play and Open Space, Green Wedges, Bio-diversity, Cultural Environment, Energy efficiency, Location of renewable energy facility, flooding and climate change and waste.

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

The Strategy will benefit current and future populations (both residents and visitors to the District ). The strategy will seek to ensure that the appropriate number and mix of homes (and other accommodation), jobs and retail / leisure opportunities are provided.

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

Whole population with particular focus on priority groups identified

5. Are you expecting to make any changes to the policy/function/project during the next year?

Yes

No

### c. The Impact

1. Complete the following tables using check marks or ticks.

Consider the information gathered in Section (a) of this form, comparing monitoring information with census data, and considering any other evidence, research or consultations.

- 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
- 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

a) How will the policy/function/project impact on men and women? e.g. flexible working arrangements might have a positive impact on women with caring responsibilities

Gender	Positive impact	Negative impact	Neutral	Reason
Women	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Men	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

b) How will the policy/function/project 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?

Race	Positive impact	Negative impact	Neutral	Reason
White (including Irish)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Asian or Asian British	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The 'mix of housing' policy seeks to secure a mix of accommodation to meet local needs. The Council's Strategic Housing Market Assessment (SHMA) indicates that some BME groups require specific types of accommodation (generally larger properties). This will be enabled by the Housing mix policy.
Black or Black-British	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Chinese and other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Gypsy and Traveller Accommodation policy seeks to ensure that sufficient accommodation is provided to meet the needs of Gypsies and Travellers.

c) How will the policy/function/project 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	Positive impact	Negative impact	Neutral	Reason
Visually impaired	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Hearing impairment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Physically disabled	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Learning disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Mental health problem	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

d) Does the policy/function/project affect 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
Young (under 25)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The policies seek to ensure facilities and services that will benefit young people (in line with the Sustainable Community Strategy). Play and Open space provision, education facilities and providing improved cycling and footpath links are potential areas of benefit to young people.</p> <p>The Core Strategy seeks to provide a wide range of employment and retail opportunities for all ages.</p>
Middle (25 to 55)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>The mix of housing seeks to meet the needs of the population including those who are entering the housing market for the first time. This could include those within the 25 – 55 age group.</p> <p>The Core Strategy seeks to provide a wide range of employment and retail opportunities for all ages.</p>
Older (over 55)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The mix of housing seeks to ensure that needs of all Members of the Community are met. The SHMA indicates a broad need for older persons accommodation which the housing mix policy will seek to achieve. The Core Strategy seeks to provide a wide range of employment and retail opportunities for all ages.</p>

e) Does the policy/function/project affect 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
Heterosexual	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gay or Lesbian	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

f) Does the policy/function/project affect 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
Christian	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Hindu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Muslim	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Jewish	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The SUE policy seeks to provide for community / faith facilities as part of the development.
None believer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

If you conclude that there is a negative impact you will need to amend the policy/function/project to 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 the following year.

2. a) You will be expected to minimise or remove any negative impact

Explain how:

Gender: N/A  
Race: N/A  
Disability: N/A  
Age: N/A  
Sexual orientation: N/A  
Religion: N/A

b) Could you improve any positive impact?

Yes  No

If yes, explain how:

Gender: N/A  
Race: N/A  
Disability: N/A  
Age: N/A  
Sexual orientation: N/A  
Religion: N/A

3. Does the policy/function/project promote equality, equal opportunities, or improved relations, could it be adapted so that it does?

Yes  No

If no (it could be adapted) explain how:

Gender:  
Race:  
Disability:  
Age:  
Sexual orientation:  
Religion:

No policies have been identified which discriminate against any group.

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:

John Leach,  
Corporate Head of Policy and Partnerships

Signed: \_\_\_\_\_  
(Head of Service/  
Service Manger)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Paul Tebbitt / Gary Clark  
(Completing Officer)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Alison Moran \_\_\_\_\_  
(Performance Manager)

Date: \_\_\_\_\_

## Impact & Needs Assessment: Actions Planned

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. Where appropriate, these should also be included in your Service Plan for the following year

Issue	Action Required	Lead Officer	Time-scale	Resource implications	Comments
Update demographic / housing / employment data to ensure that key issues are addressed based on evidence.	<p>Need to work with partners &amp; others to keep the evidence base (including demographic information) up to date.</p> <p>Carry out research to keep evidence up to date (such as Strategic Housing Market Assessments)</p>	PT	2010+	Policy Officers and other services time	Some evidence gathering will involve joint working with other partners.
Gypsy and Traveller Needs Assessment update	Need to update accommodation requirements for Gypsies and Travellers to ensure adequate provision is made based on evidence.	GC	2012+	Policy Officers and other services time	The RSS sets out requirements up to 2012. Additional research will be needed to inform need beyond this date.