

## Equality Impact Assessment

Details of the assessment	
Name of Function/Policy/ Service being assessed	LDF Allocations and Development Management Plan Draft for Submission
Date of assessment	Commenced: January 2013 Completed: January 2013
Directorate & Service	Community and Planning Services, Planning Policy
Policy Owner	Tony Fullwood
Name of Officer(s) carrying out assessment:	Helen French

Step 1	Initial Screening for:		
	<ul style="list-style-type: none"> <li>New/revised policies/strategies</li> <li>policy decisions</li> <li>considering partnership working arrangements</li> <li>procurement/commissioning activities</li> </ul> (For assessments identified within the Equality Impact Assessment Timetable please go straight to Step 2).		
	Key Questions	Answers/Notes	
1	What are you looking to achieve in this activity?	Assess this plan which supports the LDF vision and strategic objectives for future development in the district over the period up until 2026. This Development Plan Document is set in the context of the Core Strategy. This strategy is central to the delivery of sustainable development and creating sustainable communities.	
2	Who in the main will benefit?	All those who engage with the planning system and require planning guidance and advice, incorporating members of the public, developers, private applicants	
3	Does the activity have the potential to cause adverse impact or discriminate against different groups in the community?	Yes <input checked="" type="checkbox"/>	Please explain: The plan allocates land for future development and sets out policies by which future development must be assessed against. This could have a negative impact on particular groups
		No <input type="checkbox"/>	Please explain:
		Note: if the answer is 'yes' then a full equality impact assessment is required – see step 2.	
4	Does the activity have potential to make a positive contribution to equalities?	Yes <input checked="" type="checkbox"/>	Please explain: The plan allocates land for future development and sets out policies by which future development must be assessed against. This could have a positive impact.
		No <input type="checkbox"/>	Please explain:

## Equality Impact Assessment

<b>Step 1</b>	<b>Initial Screening for:</b>	
	<ul style="list-style-type: none"> <li>• New/revised policies/strategies</li> <li>• policy decisions</li> <li>• considering partnership working arrangements</li> <li>• procurement/commissioning activities</li> </ul> <p>(For assessments identified within the Equality Impact Assessment Timetable please go straight to Step 2).</p>	
	<b>Key Questions</b>	<b>Answers/Notes</b>
		Note: if the answer is 'yes' then a full equality impact assessment is required – see step 2.

Where the screening has identified the need for a full impact assessment, this must:

- be commenced during the drafting stages of a new policy/strategy and fully completed following any consultation period before submitting for committee approval
- carried out before any policy decision is taken
- completed in the planning stages of any procurement exercise

## Equality Impact Assessment

	Key Questions	Answers/Notes
<b>Step 2</b>	<b>Scoping the assessment</b>	
1.	What is the overall aim, or purpose of the function/ policy/service?	<p>The Allocations and Development Management Draft for Submission supports the LDF vision and strategic objectives for future development in the district over the period up until 2026. The plan is set out in the context of the Core Strategy. It is central to the delivery of sustainable development and creating sustainable communities.</p> <p>The Core Strategy sets out the general approach to the scale and location of development. This document allocates specific development sites, and contains more detailed policies which will be used to help determine planning and applications and will deliver the strategic objectives of the Core Strategy.</p>
2.	What outcomes do you want to achieve with this function/ policy/service and for whom?	<p>This document provides the mechanism and further detail for achieving the Core Strategy objectives. The policy areas reflect the desired outcomes:</p> <ul style="list-style-type: none"> <li>Sustainable Communities and Development Policies</li> <li>Environment</li> <li>Housing and Mixed Use Development</li> <li>The Economy and Employment</li> <li>Town and Local Centres</li> <li>Green Infrastructure and Open Spaces</li> <li>The Green Belt</li> <li>Leisure and Tourism</li> <li>Community Facilities</li> </ul>

## Equality Impact Assessment

	Key Questions	Answers/Notes	
		Travel and Transport	
3.	Who will be affected?	All those who engage with the planning system and require planning guidance and advice, including members of the public, developers, private applicants.	
4.	Who defines or defined the function/service/ policy?	This document is prepared by the Sevenoaks Planning Policy Team and the general public through continued consultation in accordance with the adopted Statement of Community Involvement.	
5.	Who implements the function/service/policy?	Sevenoaks District Council and other partner organisations operating within the district area will have a role in implementation.	
6.	How do the outcomes of the function/service/policy meet or hinder other policies, values or objectives of the public authority (if applicable)?	Please indicate which of the Councils core values / promises (as set out in the Vision) these outcomes relate to:	
		We will provide value for money	x
		We will work in partnership to keep the District of Sevenoaks safe	x
		We will continue to collect rubbish efficiently and effectively	n/a
		We Will protect the Green Belt	x
		We will support and develop the local economy	x
		Fairness	x
Integrity	x		
Quality	x		
7.	What factors could contribute or detract from the outcomes identified earlier?	Factors at play include budget; the current state of the economy; and suitable land availability.	
<b>Step 3</b>	<b>Consideration of data and information</b>		
8.	What do you already know about who uses this function/service/ policy?	All those who wish to engage with the planning process. Everyone who works and lives in the district will be affected by the proposals of the strategy, as will organisations and individuals who wish to promote development within the district.	
9.	Has any consultation with service users already taken place on the function/service/ policy and if so what were the key	Yes -  Jan-March 2010 - The Allocations (Options) consultation took place  May - August 2011 - The Development Management Policies consultation took place	

## Equality Impact Assessment

	Key Questions	Answers/Notes
	findings?	<p>Sept – Nov 2011 – The Open Space Allocations consultation took place</p> <p>Mar – May 2012 – The Supplementary Site Allocations consultation took place</p> <p>June – Aug 2012 – Additional 6 weeks consultation on Broom Hill</p> <p>All consultations took place in accordance with the Statement of Community Involvement (SCI) including consultation with a wide number of community groups: statutory stakeholders; other agencies; service providers; business sector; local communities; developers and landowners. These are all identified within the SCI.</p> <p>As a result of responses received during these consultation rounds, Government guidance, further additions to the evidence base and experience from other local planning authorities, the Council is now consulting on the Allocations and Development Management Plan Draft for Submission.</p>
10.	What, if any, additional information is needed to assess the impact of the function/service/policy?	<p>The Core Strategy evidence base remains relevant for the DPD but additional research and background studies have been completed:</p> <ul style="list-style-type: none"> <li>• Long Term Employment Space Projections for Sevenoaks District (Sept 2011)</li> <li>• Employment Land Review in Relation to the Power Mills Site (Sept 2011)</li> <li>• Swanley Town Centre Regeneration And Development Assessment (Apr 2011)</li> <li>• Employment Land Review in relation to United House, Swanley; Manor House, New Ash Green; Trading Estate to the rear Premier Inn, Swanley; West Kingsdown Industrial Estate, West Kingsdown. (Dec 2012)</li> </ul> <p>The next consultation is the Pre-Submission Consultation in Spring 2013</p> <p>After analysis of the responses to the pre-submission consultation the document will then be prepared for submission to the Secretary and state and the Planning Inspectorate. An examination will be carried out by an independent inspector and a binding report will be produced. This may incorporate recommendations that the council</p>

## Equality Impact Assessment

		Key Questions	Answers/Notes
			will be required to incorporate into the Allocations and Development Management Plan.
11.	How do you propose to gather the additional information?		The Pre-Submission Consultation to take place in accordance with the SCI in Spring 2013.
<b>Step 4</b>		<b>Assessing the Impact</b>	
12.	Based on what information you already know, in relation to each of the following groups consider whether a) there is anything in the function/service/policy that could discriminate or put anyone at a disadvantage b) for an existing function/service/policy, how it is actually working in practice for each group		
a.	<b>Equality groups</b>	Age	<p>Policy EN1: Design Principles ensures that new development is designed to a high quality and should be inclusive and make satisfactory provision for the safe and easy access of those with disabilities.</p> <p>The Town Centre and Shopping policies seek to achieve maintain vital and viable town centres in Sevenoaks, Swanley and Edenbridge that offer the quality, range and diversity of retail, services and community facilities to meet the needs of the population they serve.</p> <p>The local centre policies aim to ensure that shops and services in the defined neighbourhood and village centres provide a range of day to day facilities for local residents and, therefore, reducing the need to travel.</p> <p>Some housing allocations have been identified as potentially suitable for older people/those with special needs.</p>
b.		Disability	<p>Policy EN1: Design Principles ensures that new development is designed to a high quality and should be inclusive and make satisfactory provision for the safe and easy access of those with disabilities.</p> <p>Some housing allocations have been identified as potentially suitable for older people/those with special needs.</p>
c.		Carers	There is no direct evidence base on which to make an assessment.
d.		Gender	There is no direct evidence base on which to make an assessment.

## Equality Impact Assessment

Key Questions		Answers/Notes
e.	Race	Core Strategy Policy SP6: Provision for Gypsies and Travellers and Travelling Show People.  Sites will be provided by means of allocations in the Gypsies and Travellers Plan.
f.	Religion/Belief	There is no direct evidence base on which to make an assessment.
g.	Sexual Orientation	There is no direct evidence base on which to make an assessment.
h.	Marital / Civil Partnership status	There is no direct evidence base on which to make an assessment.
i.	Pregnancy and maternity	There is no direct evidence base on which to make an assessment.
j.	Gender reassignment	There is no direct evidence base on which to make an assessment.
k.	General <i>i.e</i> affecting all of the above /other e.g. socio-economic	Policy is in place that will provide services and facilities to make communities more sustainable including: a. reuse of school buildings b. town centres and shopping c. Sustainable Development
<b>Step 5 Reviewing and scrutinising the Impact</b>		
13.	Have you identified any differential impact and does this adversely affect any groups in the community?	There are no adverse differential impacts.
14.	Can we make any changes?	
15.	If there is nothing you can do, can the reasons be fairly justified?	
16.	Do any of the changes in relation to the adverse impact have a further	

## Equality Impact Assessment

	Key Questions	Answers/Notes
	adverse affect on any other group?	



## Equality Impact Assessment

Step 5 continued...	Actions to be inserted into Equality Action Plans			
Based on your answers in Step 5, please finalise your actions here. These actions will then be incorporated into our equality action plans.				
Equality Strand	Action	Outcome/monitoring information and targets	Date for Completion	Responsible Officer
If an adverse impact was found or unmet needs identified, which actions will you put in place to address this:				
All	To continue to consult in accordance with the SCI ensuring that all residents who wish to be involved in the preparation of DPD's can express their views.			
If the impact is still unclear, list the actions you will put in place to gather the information you need:				
If you did not find any evidence of unmet needs or adverse impact, list the actions you will put in place to maintain good practice:				

Step 6		
Decision making and future monitoring		
	Key questions	Answers / notes
17.	Which decision making process do these changes need to go through i.e. do they need to be approved by a committee/Council?	These changes need to proceed through the following Timetable: Pre-Submission Spring 2013; Submission Summer 2013; Examination Autumn 2013; Adoption Winter 2013.
18.	How will you continue to monitor the impact of the function/service/ policy on diverse groups?	Through public consultation in accordance with the SCI including consultation a wide number of community groups: statutory stakeholders; other agencies; service providers; business sector; local communities; developers and landowners.
19.	When will you review this equality impact assessment?	Following the pre-submission consultation Spring 2013.

Final steps
<p><b>For an existing function/service/policy:</b></p> <ul style="list-style-type: none"> <li>■ Submit the EqIA to your Departmental Management Team for approval.</li> <li>■ Send your assessment to the West Kent Equalities Officer for publication on the website.</li> <li>■ Update Covalent.</li> </ul> <p><b>For a new function/service/ policy:</b></p> <ul style="list-style-type: none"> <li>■ Summarise your findings in the committee report.</li> <li>■ Ensure planned consultations address the findings of the impact assessment.</li> </ul>

