

Appendix 3

**ALLOCATIONS AND DEVELOPMENT
MANAGEMENT DRAFT FOR SUBMISSION**

EQUALITY IMPACT ASSESSMENT

March 2012

Equality Impact Assessment Corporate Service Improvement Tool

Details of the assessment	
Name of Function/Policy/ Service being assessed	Sevenoaks District Council Local Development Framework Allocations and Development Management DPD
Is the policy...?	New <input checked="" type="checkbox"/> (please go to step 1) Existing: <input type="checkbox"/> (please go to step 2)
Date of assessment	February 2012
Directorate & Service	Planning Policy
Policy Owner	
Lead Officer	Helen French - Planning Officer

Step 1	New functions/services/policies: Initial Screening	
	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"/> No <input type="checkbox"/> Please see note below
4	Does the activity make a positive contribution to equalities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Please see note below

Notes:

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- If the answer to the questions **3 or 4** is '**yes**' then it is necessary to go ahead with an equality impact assessment. Please proceed to Step 2.
- If the answer to questions **3 and 4** is '**no**', refer this judgement and the responses to the above questions to the Corporate Equalities Monitoring Group for ratification.

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	Key Questions	Answers/Notes
Step 2	Clarifying the aims	
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> <p>Sustainable Communities and Development Policies</p> <p>Environment and Climate Change</p> <p>Heritage Assets</p> <p>The Green Belt</p> <p>Housing and Residential Development</p> <p>Travel and Transport</p> <p>Green Infrastructure</p> <p>The Economy and Employment</p> <p>Town Centres and Shopping</p>

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	Key Questions	Answers/Notes
		Leisure and Tourism
3.	Who is intended to benefit from the function/service/ policy?	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)?	The outcomes contribute to the implementation of the Community Plan listed below: Safe and Caring Communities; Green and Healthy Environment; Dynamic and Sustainable Economy; Effective Management of Council Resources.
7.	What factors or forces are at play that could contribute or detract from the outcomes identified earlier?	Factors at play include budget; the current state of the economy; and suitable land availability.
Step 3	Consideration of data and information	
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 findings?	Yes - Jan-March 2010 - The Allocations (Options) consultation took place May - August 2011 - The Development Management Policies consultation took place

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	Key Questions	Answers/Notes
		<p>Sept – Nov 2011 – The Open Space Allocations consultation took place</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 DPD Draft for Submission.</p>
10.	<p>What, if any, additional information is needed to assess the impact of the function/service/policy?</p>	<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"> • Long Term Employment Space Projections for Sevenoaks District (Sept 2011) • Employment Land Review in Relation to the Power Mills Site (Sept 2011) • Swanley Town Centre Regeneration And Development Assessment (Apr 2011) <p>The next consultation is the Pre-Submission Consultation in summer 2012</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</p>

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	Key Questions	Answers/Notes
		recommendations that the council will be required to incorporate into the Allocations and Development Management DPD.
11.	How do you propose to gather the additional information?	The Pre-Submission Consultation to take place in accordance with the SCI in Summer 2012.
Step 4	Assessing the Impact	
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.	<p>Hard-to-reach groups</p> <p><u>Financially Disadvantaged</u></p> <p>The overall impression of affluence of the District masks local pockets of urban and rural deprivation. In Swanley, White Oak and St Mary's wards both have higher than average unemployment rates, high levels of poverty, poor health, low educational skill levels and high rates of crime. Parts of Edenbridge are also relatively deprived.</p>	There are no policies in the Allocation and Development Management DPD which specifically address the financially disadvantaged. However, policies and allocations may contribute to reducing social exclusion as shown through the Sustainability Appraisal.

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	Key Questions		Answers/Notes
b.	Other equality groups	<u>Age</u> The age profile of the District's population is slightly older than the South East average and the trend towards an ageing population is set to continue in the future. Population forecasts show a trend towards a growing elderly population, with likely growth in housing for people with special needs, and to more smaller households. Future housing provision needs to take account of these emerging trends.	<p>Policy SC2: 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>
c.		<u>Disability</u>	<p>Policy SC2: 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>
d.		<u>Gender</u>	There is no direct evidence base on which to make an assessment.
e.		<u>Race</u>	<p>Core Strategy Policy SP6: Provision for Gypsies and Travellers and Travelling Show People.</p> <p>Sites will be provided by means of allocations in the Gypsies and Travellers DPD.</p>

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	Key Questions		Answers/Notes
f.		<u>Religion/Belief</u>	
g.		<u>Sexual Orientation</u>	There is no direct evidence base on which to make an assessment.
h.		<u>General</u>	Policy is in place that will provide services and facilities to make communities more sustainable including: <ul style="list-style-type: none"> - reuse of school buildings - town centres and shopping - Sustainable Development
Step 5 Reviewing and Scrutinising the Impact			
13.	Have you identified any differential impact and does this adversely affect any groups in the community?		There are no adverse differential impacts.
14.	If there is an adverse impact can it be avoided, can we make changes, can we lessen it etc?		
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 adverse affect on any other group?		

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Step 5 continued...	Actions to be inserted into Equality Action Plans				
These are actions to develop and inform this working draft as Sevenoaks District Council are still currently drafting the Allocations and Development Management DPD.					
Equality Strand	Objective	Action	Outcome/monitoring information and targets	Date for Completion	Implemented by
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	Formal Consultation	
17.	For existing and existing function/service/policy:	<i>Please send your assessment to the Equality Policy Officer Notes on consulting through service planning here</i>
18.	For a new function/service/policy	<i>Please ensure planned consultations include the findings of this impact assessment.</i>
19.	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 Autumn 2012; Submission Winter 2012; Examination Spring 2013; Adoption Autumn 2013.
20.	How will you continue to monitor the impact of the function/service/ policy on diverse groups?	Through public consultation in accordance with the SCl including consultation a wide number of community groups: statutory stakeholders; other agencies; service providers; business sector; local communities; developers and landowners.
21.	When will you review this equality impact assessment?	Following the pre-submission consultation Autumn 2012.
Step 7	Publication of results	
22.	For an existing function/service/policy:	Send your assessment to the Equality Policy Officer for publication within the Annual Equality Report, produced in May each year.
23.	For a new function/service policy:	Summarise your findings in the committee report.