



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Listed Buildings: Works to or affecting the setting of Supplementary Planning Document
Lead Officer	Claire Spencer
Team	Planning Policy
Start date of assessment	9 February 2009
Completion of assessment	2 July 2009

Please use this form to record your findings in relation to the assessment of an existing policy, function, service or practice.

A. POLICY, PRACTICE, FUNCTION OR PROJECT TO BE ASSESSED

A1. Please describe what are the main aims, objectives, purpose and intended outcomes of the policy or function?

The purpose of Supplementary Planning Documents (SPD) is to expand on policies set out in Development Plan Documents (DPD) and to provide additional detail. The SPD relates to policies contained within the adopted Development Control Policies DPD.

Within South Cambridgeshire there are approximately 3,000 Listed Buildings and structures. The aim of this SPD is to provide additional advice and guidance on developments affecting these Listed Buildings and to expand on the broad policy set out in the Development Control Policies DPD Policies CH/3 and CH/4 and PPG15.

Specific objectives of this document are to:

- Assist applicants' and agents' understanding of whether Listed Building Consent is required to undertake proposed works;
- Assist applicants' and agents' understanding of the local historic context, help identify features of importance and ensure that proposed works to Listed Buildings are carefully considered and appropriately designed to protect and, where possible, enhance their character, appearance, architectural interest or setting;
- Assist applicants' and agents' to gain Listed Building Consent and / or Planning permission quickly by informing them of what information is required to accompany applications, to justify their proposals and to demonstrate what impact the proposals may have on the character or setting of a Listed Building;
- Ensure that minor repairs and works, which require Listed Building Consent, are undertaken in an appropriate manner.

A2. Is this policy or function associated with any other Council policy or priority?

Supplements adopted Development Plan Document policy.

Council Aim E. We are Committed to Providing a Voice for Rural Life, Approach i. Protecting existing communities, villages and the countryside.

A3. Who are the intended beneficiaries/stakeholders of the policy or function? How many people are affected and from what sections of the community?

Listed Buildings contribute significantly to the character of South Cambridgeshire. Within South Cambridgeshire there are approximately 3,000 Listed Buildings and structures. The SPD specifically applies to Listed Buildings, but much of the guidance can also apply to unlisted historic buildings that are of architectural or historic interest. The SPD provides broad guidance on Listed Buildings with regards to South Cambridgeshire District Council policies. For example, it covers general approaches, typical works and when Listed Building Consent is likely to be required.

A4. Is the policy/function corporate and far-reaching?

Yes. District wide. One of Council aims (see A.2 above).

A5. Are you expecting to make any significant change to the policy or service in the near future? If so, please give details.

No. However, the draft Heritage Protection Bill is likely to introduce changes to the way the historic environment is protected in England when it is implemented from 2010/11. As a result, it may result in a review of Planning Policy Guidance note 15 to support the new Heritage Protection legislation, at which time the SPD will need to be updated.

A6. Is this a new or existing policy or function?

Supplements adopted Development Plan Document policy.

B. EVIDENCE/ DATA and CONSULTATION

It is important to consider all information that is available in determining whether the policy or function could have a differential impact. Please attach examples of monitoring information, research or consultation reports.

B1. What monitoring or other information do you have about relevant target groups, which will show the impact of the policy or function?

Local Development Framework Annual Monitoring Report indicators:

- Local Output Indicator LOJ1 – Number of Listed Buildings and number that are at risk; and
- Significant Effect Indicator SE11 - % of Listed Buildings classified as being 'at risk'.

B2. Have you compared the data you have with the equality profile of the local population? What does it show?

Listed Buildings are in the main in private ownership, whilst others may be structures such as war memorials. Therefore most do not directly impact on the local population.

B3. Have you identified any improvements or other changes that could be made from monitoring the data?

The number of Listed Buildings has increased from 2,630 in 2004/5 to 2,666 in 2007/8, whilst the number at risk has declined from 51 to 34 (Source: Local Development Framework Annual Monitoring Report 2007/8). The Annual Monitoring Report will be updated annually and will identify if there is a change in trend. If necessary the SPD will be updated to ensure the continual protection of Listed Buildings.

B4. Have you consulted or involved external stakeholders about the policy or function? If so, what were their views?

The draft SPD was subject to a six-weeks public consultation with a range of external stakeholders from 27 February to 14 April 2009. A Statement of Consultation has been produced and details the representations received and the subsequent amendments that have been incorporated into the adopted SPD. During the consultation 39 representations were received of which 8 were supporting and 31 objecting to the draft SPD.

The main issues raised include:

- Seeking confirmation that the previously adopted Thatching Guide would form part of the Listed Buildings SPD
- Concern over the impacts of works on biodiversity including habitats for protected species such as bats and owls
- Suggested improvements on consultation, distribution and updating of the document
- Questions about the overall purpose, intended audience, tone, structure and degree of detail
- Concern about the relationship to national law, policy and guidance and whether the SPD has to reflect these

B5. Have you undertaken any consultation with staff to assess their perception of any impacts of the policy or function? If so, what has been learnt from them?

Yes, internal consultation was undertaken during the preparation of the SPD. The Consultation Statement details the comments received.

B6. Please provide information about any other consultation, research, or involvement undertaken in relation to this impact assessment.

The SPD was published for six-weeks public consultation, as detailed in B4 above. A public notice was placed in the Cambridge News at the start of the public consultation. A number of stakeholders were sent a letter and CD-Rom containing each of the public participation documents, supporting documents, and forms for making comments. All documents were available to view and / or download from the Council's website: <http://www.scams.gov.uk/Environment/Planning/DistrictPlanning/LocalDevelopmentFramework/SPD.htm>, and a link was included from the home page. Interactive online versions of documents were also available to enable people to make comments online during the consultation period, as well as Word and PDF versions of a response form that could be completed and emailed / posted to the Council. South Cambs Magazine, which is delivered to every household in the district, also included information on the consultation. Printed copies of the document were also available to view or purchase at the Council's offices.

C1. IMPACT OF THE POLICY OR FUNCTION

Assess the potential impact on each of the equality strands/groups. The impact could be negative, positive or neutral. If you assess a negative impact for any of the groups then you will need to assess whether that impact is low, medium or high. Refer to the evidence you use.

DESCRIPTION OF IMPACT	Nature of Impact (Positive, Neutral, Adverse)	Extent of Impact (Low, Medium, High)
GENDER: Identify the potential impact of the policy or function on men and women	Neutral	
RACE: Identify the potential impact of the policy or function on different race/ethnic groups	Neutral	
DISABILITY: Identify the potential impact of the policy or function on disabled people	Neutral	
AGE: Identify the potential impact of the policy or function on different age groups	Neutral	
SEXUAL ORIENTATION: potential impact of the policy on lesbian, gay men, bisexual or heterosexual people	Neutral	
RELIGION/FAITH: Identify the potential impact the policy on different religious/faith groups	Neutral	
OTHER		

PLEASE NOTE: Following completion of the section above, if the nature of the impact is adverse then you may need to proceed to a full equality impact assessment.

C2. Could you minimise or remove any adverse or potential impact that is high, medium or low significance, in advance of a full impact assessment? Explain how.

N/A

C3. Does the policy or function actively promote equal opportunities and good community relations? Or could changes be made so that it does so?

No

C4. Please provide any further information, qualitative or quantitative that does not fit into the questions but you feel has a likely impact on this assessment.

The Disability Discrimination Act (DDA) was introduced in 1995 and updated in 2005 with the aim to facilitate equal access to services for all. The Act requires the provision to be reasonable and therefore the level of reasonable accessibility would vary according to the specific building and uses involved. The requirements are more stringent for new buildings, commercial buildings and buildings open to members of the public. In these cases, it is expected that at least the primary functions should be reasonably accessible to disabled people. Some flexibility may be necessary if the most accessible solution would be damaging to the character of a Listed Building, for instance by providing alternative facilities. Any alterations will need to be carefully considered and take account of the historic and architectural significance of the building.

D. CONCLUSIONS			
D1. Was there sufficient data to complete the partial assessment?	Yes?	<input checked="" type="checkbox"/>	If “NO”, what arrangements are in place for evidence gathering and continuing with the assessment?
	No?	<input type="checkbox"/>	
D2. Is the outcome of the partial assessment that the policy or function would have an adverse impact (medium or high impact) on one or more target group?	Yes?	<input type="checkbox"/>	If “YES”, will you proceed to a full assessment? If so, what arrangements are in place to carry out the full assessment?
	No?	<input checked="" type="checkbox"/>	
D3. Is the outcome of the partial assessment that the policy or function would have a neutral or positive impact on equalities?	Yes?	<input checked="" type="checkbox"/>	If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities? No
	No?	<input type="checkbox"/>	Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? No. Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments? No.
D4. Do you have any other conclusions/outcomes from the partial assessment?			

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress

RESOURCES

Does the above action plan require any additional resources?

ARRANGEMENTS FOR MONITORING

Please give your plans for monitoring the achievement of the above actions.

SIGN OFF: The officers below confirm that this partial assessment has been completed in accordance with the Council's guidance

Signature of Lead Officer		Date:
Signature of Corporate Manager or Chief Officer:		Date:

Please retain the original form on your service area and return a copy of the completed form to the Equality & Diversity Officer.