



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Site Specific Policies Development Plan Document
Lead Officer	Claire Spencer
Team	Planning Policy
Start date of assessment	11 January 2010
Completion of assessment	28 January 2010

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 DPD is meeting the planning requirements set out at all levels of government: the DPD builds on national policy in Planning Policy Statements (PPS), particularly PPS 1: Delivering Sustainable Development, which promotes sustainable, well-designed development. It is also consistent with the Regional Spatial Strategy, Structure Plan “saved” policies and the Council’s Core Strategy DPD, which sets out the overarching strategy for development within the district.

The Local Development Framework (LDF) contains a number of site specific policies, including allocations for housing and employment development, and safeguarding land for transport infrastructure. These are detailed in the Site Specific Policies Development Plan Document (DPD) and should ensure the delivery of the vision and objectives of the Core Strategy DPD.

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

The Site Specific Policies DPD is one of a suite of documents that make up the Council’s LDF. It is closely associated with the Council’s Sustainable Communities Strategy 2008-11.

It is also linked with Council Aim C: We are committed to making South Cambridgeshire a place in which residents can feel proud to live, and 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?

The delivery of development outlined in the DPD will assist the local economy as well as new and existing residents within the district. The DPD will deliver a mixture of employment, residential, recreational and other community uses with the intention of creating balanced communities. Although the DPD covers the whole district, allocations for development are only in certain locations; mostly in the more sustainable larger settlements or the edge of Cambridge. Delivery of the allocations will involve a number of stakeholders to ensure the provision of all necessary infrastructure to serve the development.

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

Yes. The DPD covers the whole district and has significant implications in terms of future development within the district.

Meets Council aims (see A2 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 changes are anticipated. Adoption of the DPD is the final stage in a lengthy process involving several rounds of public participation (see B4 below).

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

The LDF is a new policy document under a new system of plan-making that replaces the old Local Plan 2004. The LDF contains many similar policies to those in Local Plan 2004. Adoption of the Site Specific Policies DPD means that the Local Plan 2004 has largely been replaced.

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:
Site Specific Local Output (SSLO) Indicators 1-4 (Housing)
SSLO Indicators 5-6 (Employment)
SSLO Indicators 7-10 (Mixed Use)
SSLO Indicators 11 (Recreation)
SSLO Indicators 12 (Environment)

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

These are new monitoring indicators and will be monitored during 2010-11 and reported in the Annual Monitoring Report for that period, and subsequent years. Existing indicators in the Annual Monitoring Report provide information on similar subject areas and can be reported in 2009-10.

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

The DPD sets out the policy framework for future development, and addresses the provision of a safe and accessible environment for all people, with development that meets the needs of everyone, for example in terms of community facilities and housing mix. The DPD policies are used in the development of Masterplans for larger development sites and in the determination of planning applications. Therefore it may be possible to monitor how well the policies are implemented in the delivery of the developments allocated in the DPD through the planning application process (see Action Plan).

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

The DPD, and associate Sustainability Appraisal, have been produced working with key stakeholders and subject to several rounds of public consultation during their preparation.

The Council carried out an initial consultation (for four weeks) with statutory bodies on all the matters which would be covered by the DPD, as required under the system of plan making, to ensure that it was aware, at an early stage of any programmes and plans that would affect the LDF. The responses received were taken into account in preparing the Preferred Options Report.

A six-week public participation on Preferred Options gave consultees, stakeholders and the public the opportunity to comment on how the local planning authority should approach the preparation of the DPD. The Preferred Options Report focused on key issues for the DPD and issues where there were choices to be made on the policy direction. The scope for strategic choices in particular was limited in by the specificity of policies in force at that time in the Regional Planning Guidance (RPG6) and the Cambridgeshire Structure Plan 2003, now carried forward in the East of England Plan (RSS14) and the “saved” policies of the Structure Plan.

An additional round of public participation on the draft DPD (Pre-Submission) was carried out for six weeks. The responses received informed the Submission draft plan. This was submitted to the Secretary of State in January 2006 (alongside five other DPDs). A further six-week period of public consultation was undertaken. Some alternative sites were put forward during the consultation and the Council advertised these (known as objection sites).

Independent planning Inspectors were appointed to examine the ‘soundness’ of the DPD, and took into consideration all the representations received during the Submission consultation and subsequent objection sites consultations. During the examination the Inspectors concluded there were not sufficient allocations to meet the housing requirements contained in the adopted Core Strategy DPD. The Council undertook additional work, assessing potential sites, before consulting on the proposed additional sites to make up the shortfall, which informed the Council’s final recommended sites to the Inspectors to make up the shortfall. The Inspectors subsequently reported their conclusions, which are binding on the Council, and the Council can adopt the DPD.

The South Cambridgeshire Local Development Framework Statement of Statutory Bodies Consultation and Pre-submission Public Participation details to the consultation undertaken prior to the Submission of the DPD, together with a summary of the issues raised, and can be viewed on the council’s website: http://www.scamb.gov.uk/documents/retrieve.htm?pk_document=3638. All comments received during the public consultations can also be viewed on the Council’s website: <http://scamb.jdi-consult.net/ldf>.

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 DPD, including with Development Control, Major Developments, New Communities, Conservation, Housing, Environmental Health, which has ensured the preparation of a sound plan that takes account of all relevant interests.

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

See B4 and B5 above.

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?

The DPD includes a range of policies, some allocating land for housing, business or open space uses, which are intended to create balanced communities to the benefit all sectors of society.

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 LDF sets out the policy framework to shape future developments. These policies are used in the development of Masterplans for larger development sites and in the determination of planning applications. However, the delivery of the LDF is outside the remit of this Equality Impact Assessment. To ensure the delivery of development is meeting policy aims, it would be possible to screen the planning application process to assess how well the DPD policies are being implemented in the delivery of the developments in terms of their impact on target groups (see Action Plan).

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? Yes
	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
Begin monitoring the new LDF indicators during the new monitoring year 2010-11 and report in the LDF Annual Monitoring Report for that period.		Annual Monitoring Report to be endorsed by Members in December 2011.	Jenny Nuttycombe	
Investigate the appropriateness of screening the planning application process that delivers the LDF policies, and potentially the decision making process for individual developments where there is potential to have impacts on target groups.			Jo Mills / Gareth Jones	

RESOURCES

Does the above action plan require any additional resources?

The additional monitoring indicators can be accommodated within the current AMR process.

The potential for screening the planning application process or individual developments is also anticipated to be able to be undertaken within existing resources.

ARRANGEMENTS FOR MONITORING

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

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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.