



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Informal Planning Policy Guidance on Foodstore Provision in North West Cambridge
Lead Officer	Claire Spencer (SCDC) / Sara Saunders (Cambridge City Council)
Team	Planning Policy
Start date of assessment	23 June 2010
Completion of assessment	18 April 2011

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 Foodstore Provision in North West Cambridge document is Informal Planning Policy Guidance (IPPG) relating to future food retail (convenience goods) provision in the North West quadrant of Cambridge (NWC). It is joint informal planning policy guidance produced by Cambridge City Council and South Cambridgeshire District Council to coordinate retail development within this quadrant of the city.

Three large developments are proposed in the area, including: the University site covered by the North West Cambridge Area Action Plan (covering land in the City and South Cambs), NIAB 1 and NIAB 2 (within the City and South Cambs respectively), and Orchard Park (in South Cambs). These will generate an additional 7,000 dwellings and 2,000 student units by 2021, 2,000 more than originally included in the Cambridge Sub-Regional Retail Study (2008) which formed the evidence base for the Councils' Local Development Frameworks (LDF). A Local Centre is proposed to serve each development and developers aspire to greater retail provision. Therefore it was necessary to establish the need for future convenience floorspace taking into consideration the greater level of housing proposed and effectively plan for this need across the whole quadrant. It was not practical to prepare a statutory plan in the timescales available and therefore an informal planning policy statement has been prepared that closely follows the formal procedures to provide as much as weight as possible to the document in guiding decisions on development proposals. An Options Report was prepared setting out four possible options for public consultation. The representations received were used to help guide the development of the IPPG.

The proposed objectives for retail in NWC, which the IPPG seeks to address, include:

- a. To create sustainable communities with an appropriate provision of shopping and services in appropriate locations, to serve the needs of the new and existing population, and reduce the need and distance to travel to access shopping and services, particularly by car.
- b. To support a mix of uses within the centres in order to create vibrant centres which are a hub for the community.
- c. To secure high quality of design in centres to reinforce the vitality and viability of the centre, and ensure that they integrate well with the surrounding development.
- d. To secure a high degree of sustainable design and construction for retail units, consistent with BREEAM 'Excellent' standards or an equivalent if BREEAM is replaced, in order to make the best use of energy and other natural resources and minimise carbon dioxide emissions.
- e. To maximise the opportunities for walking, cycling and public transport use to access the centres by carefully considering the location and accessibility of each centre.

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

The South Cambridgeshire LDF, Cambridge Local Plan and North West Cambridge Area Action Plan contain a number of relevant policies, including:

- Policy NW21 'A Local Centre' in the North West Cambridge Area Action Plan (jointly prepared by Cambridge City Council and South Cambridgeshire District Council): www.scambs.gov.uk/ldf/nwcaap
- South Cambridgeshire LDF Core Strategy and Site Specific Policies Development Plan Documents (DPD), in particular Policy SP/1 'Cambridge Northern Fringe West (Orchard Park)' and Policy SP/2 'North West Cambridge Huntingdon Road to Histon Road' (known as NIAB 2) in the Site Specific Policies DPD: www.scambs.gov.uk/ldf/sspdpd
- Saved policies 9/3 'Development in Urban Extensions', policy 9/8 'Land between Huntingdon Road and Histon Road' (known as NIAB 1) and policy 6/8(d) which supports convenience shopping in the new urban extensions, in the Cambridge Local Plan: www.cambridge.gov.uk/ccm/content/planning-and-building-control/planning-policy/cambridge-local-plan.en

The IPPG is intended to provide supplementary information on retail need and the Councils' policy for convenience food provision in North West Cambridge (NWC) for the determination of planning applications for the three developments (regarding NIAB 1 and NIAB 2 as a single urban extension) in accordance with the policies in the above documents.

The following Corporate aims for South Cambridgeshire District Council are also relevant:

- Corporate Aim B: We are committed to ensuring that South Cambridgeshire continues to be a safe and healthy place for you and your family.
- Corporate Aim C: We are committed to making South Cambridgeshire a place in which residents can feel proud to live.

In addition, the following Medium Term Objectives for Cambridge City Council also apply:

- A City which is diverse and tolerant, values activities which bring people together and where everyone feels they have a stake in the community;
- A City which recognises and meets needs for housing of all kinds – close to jobs and neighbourhood facilities;
- A City in the forefront of low carbon living and minimising its impact on the environment from waste and pollution;
- A City whose citizens feel that they can influence public decision making and are equally keen to pursue individual and community initiative; and
- A City where getting around is primarily by public transport, bike and on foot.

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 in NWC will assist the local economy as well as new and existing residents, both within Cambridge and South Cambridgeshire district. The developments will deliver a mixture of residential, employment, retail, recreational and other community uses with the intention of creating balanced communities.

The IPPG seeks to ensure the correct amount and distribution of food retail provision across each of the developments to support sustainable communities and sustainable transport patterns. This will help improve local access to retail provision for new and existing residents, and minimise road traffic impact and carbon emissions on the immediate and wider areas. Local provision would also give local people in the area access to food retail by non-car modes.

Delivery of the development allocations will involve a number of stakeholders to ensure the provision of all necessary infrastructure to serve the developments.

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

Meets Councils' corporate 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, the IPPG sets out a strategy for foodstore provision in NWC and will be used as a material consideration in the determination of planning applications. It is intended that the policy approach in the IPPG is incorporated into the Councils' Local Development Frameworks at the earliest opportunity in order to provide a robust policy to support future retail development in NW Cambridge.

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

The IPPG is a new document providing informal planning policy guidance to assist the determination of planning applications and delivery of sustainable developments. It will sit alongside the planning policies contained in the adopted Development Plan Documents (listed in A2 above).

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?

South Cambridgeshire Local Development Framework Annual Monitoring Report indicators:

- Core Output Indicator CO-BD4 Amount of completed floorspace for 'town centre uses'.
- Local Output Indicator LOA9 Amount of committed floorspace for 'town centre uses'.
- Local Output Indicator LOB4 Amount of new residential development within 30 minutes public transport time of key services.
- SSLO 7 Development at Cambridge Northern Fringe West (Orchard Park).
- SSLO 8 Development at North West Cambridge Huntingdon Road to Histon Road.

Cambridge Local Development Framework Annual Monitoring Report indicators:

- Core Output Indicator CO BD4 Amount of floorspace for town centres.
- Core Output Indicator NWCO5 Employment uses in Local Centre.

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

These developments are currently allocations within the respective development plans and, not including parts of Orchard Park, are not yet developed and occupied. With the exception of the University site, the NWC sites will provide mixed-use developments with a mix of residential units which should accommodate and appeal to all sectors of the community. The University site will provide 50% market housing and 50% key worker housing to meet the needs of the University along with student accommodation.

The transport report, which was produced as an evidence base for the IPPG, shows an existing need in NWC for main foodstore provision. Local people currently travel out of the area, particularly to larger stores in Bar Hill or Milton north of the city, or have to access other stores elsewhere in the City. Provision of food retail within NWC will reduce the need to travel for existing and new residents, and facilitate access by non-car modes to a local facility / facilities.

The IPPG is only concerned with the provision of one particular land use, food retail, in NWC. Main food retail provision locally could have benefits to all of the population and reduce the need to travel and this would be particularly helpful to those without access to a car, including disabled and older residents, as outlined in section C4.

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

The IPPG Options Report presented a series of options for the delivery of retail in NWC for public consultation prior to a firm approach being agreed. The IPPG takes into account local opinions expressed through the public consultation exercise and will assist in the delivery of the highest quality sustainable development. Local people, including existing residents, will continue to have the opportunity to share their views and experience and help to shape the place in which they live.

Equalities monitoring was also undertaken as part of the Options Report Consultation. This information will help us to ensure that we are reaching all sections of the community in and near this part of Cambridge and will also allow us to adjust our consultation methods where necessary.

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

The Councils commissioned a Supplementary Retail Study prepared by Nathaniel Lichfield and Partners and a Transport Study prepared by Atkins, as an evidence base in the development of the IPPG.

The Options Report was subject to six-weeks public consultation with a range of external stakeholders from 6 September to 18 October 2010. In total 172 representations were received, of which 51 were objections, 50 in support and 71 comments. The representations were from 41 respondents, 25 of which were private individuals and 16 were organisations or groups.

The Options Report included nine questions to be considered by the public. The majority of the representations were in relation to these questions, with just a few linked to individual paragraphs of the document. The greatest number of representations was received in relation to the four foodstore options which were presented in the report. The main issues raised include:

- Equal numbers of representations in support and objecting to option A. Support was received from those whom would prefer to see small stores, whilst objections stated that small stores would not provide for food and basic needs leading to people having to go elsewhere for shopping.
- Option B received more support than objections. The support considered option B to be the most sensible form of provision, providing easy access for non-car modes, choice of retail stores and easier to incorporate into the design of the local centres. Objections stated that the stores are not large enough for a full weekly / family shop which would still need to be done elsewhere.
- There were more objections than support for options C and D, suggesting one larger store would be out of scale, result in too much car parking and associated traffic congestion at the expense of housing densities and community facilities on site. The support suggested the store would be large enough to meet needs and compete with other stores in the City.
- Several representations about floorspace levels under all of the options, and the division between comparison and convenience uses.
- Representations on the phasing and timing of the foodstores, that the second foodstore should not be held back.
- Alternative suggestions were made to support small businesses selling locally produced food, and suggesting other uses within the Local Centres, such as pubs, and independent provision of pharmacy, dry cleaners and cafes.

- Some of the representations expressed concern over the scope of the Transport Study and that it did not fully assess implications of the options onto the existing highways network, such as Histon and Huntingdon Roads. Concern was expressed that the Councils have already resolved to grant outline permission for the NIAB development, which include junction designs for Huntingdon and Histon Roads, and how further mitigation measures can be added to the junctions without impacting on more sustainable modes.
- A number of comments on design issues were made in the context of the different options, in particular that it would be easier to design successful Local Centres with options A and B than the larger superstores in options C and D.
- A comment on the sustainable design and construction paragraphs stated they have merit, but should be balanced with the objective of ensuring the supermarket anchoring the local centre is commercially viable (including appropriate parking provision).
- Young people seemed to find it difficult to engage with an issue that they did not feel was very relevant to them and the main comments made were that they wanted to see foodstores in their local villages.

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 IPPG, including with the Major Developments, Joint Urban Design Team, Sustainability Officers, and New Communities teams, with transport officers at Cambridgeshire County Council and with senior officers of the 3 Councils and Cambridgeshire Horizons. This has ensured the preparation of an IPPG 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.

The IPPG 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 the public participation document, supporting documents, and forms for making comments. All documents were available to view and/or download from the Councils' websites and a link included from the home pages. An interactive online version of the consultation document was also available on the City Council's website and link provided from South Cambridgeshire's website 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 Councils. South Cambs Magazine, which is delivered to every household in the district, also included information on the consultation. Printed copies of the documents were also available to view or purchase at the Councils' offices. Exhibitions were also provided at the City Council's Customer Access Centre, South Cambs' Cambourne offices and at the Orchard Park Community Centre for the six-week consultation period. A drop-in event was held at Orchard Park Community Centre between 6-9pm on 22 September 2010, which was open to all residents living in the North West sector of Cambridge. Approximately 60 people attended and officers were on hand to provide further information and answer questions. In addition, SCDC's Development Officer discussed the options for foodstores with young people in the age range 11-13 at sessions on the mobile Connections Youth Bus as it toured villages in the district, including Histon & Impington.

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	
The IPPG should benefit people of any gender, but is not specific to gender.		
RACE: Identify the potential impact of the policy or function on different race/ethnic groups	Neutral	
The IPPG should benefit people of any race, but is not specific to race.		
DISABILITY: Identify the potential impact of the policy or function on disabled people	Positive	
See C4		
AGE: Identify the potential impact of the policy or function on different age groups	Positive	
See C4		
SEXUAL ORIENTATION: potential impact of the policy on lesbian, gay men, bisexual or heterosexual people	Neutral	
The IPPG should benefit people of any sexual orientation, but is not specific to sexual orientation.		
RELIGION/FAITH: Identify the potential impact the policy on different religious/faith groups	Neutral	
The IPPG should benefit people of any religion/faith, but is not specific to religion/faith.		
OTHER	Positive	
People on low income and/or people who cannot or choose not to own a car.		

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 developments in the North West quadrant will include a mix of land uses, including residential, employment, retail, community uses and open space, which are intended to create balanced communities to the benefit all sectors of society. The IPPG will ensure the appropriate level and type of retail provision is made in the right locations across NWC in order to support sustainable communities. This may have a benefit on equal opportunities, as outlined in section C4.

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 development plans set out the policy framework to shape future developments and these policies are used in the development of Masterplans for larger development sites and in the determination of planning applications. The IPPG may have a slight positive impact on Disability and Age as appropriate levels of retail provision in the local area will help to make shopping more accessible to all groups in the community, particularly those without access to a car. There may also be greater opportunity for people to make multi-purpose trips to the local centres where community uses and retail shopping will be located, for example dropping off / picking up children from the primary school and undertaking food shopping.

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
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
The success of the IPPG will be through the delivery of an appropriate scale of food retail in the NWC developments, which will be monitored through the Councils' Annual Monitoring Reports.		Annually		

RESOURCES

Does the above action plan require any additional resources?

No resource issues have been identified.

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.