



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Planning Enforcement
Lead Officer	Charlie Swain
Team	Planning & New Communities
Start date of assessment	8th September 2010
Completion of assessment	17th January 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?

Integral part of regulation of development. Specifically in breaches of planning control.

The council takes great care in balancing the need to protect the environment while promoting growth and investment. In the light of growing public concern, it is recognised that all development should be properly controlled. The council therefore has an enforcement policy, which aims to:

- Educate and co-operate to avoid breaches of planning control
- Negotiate to rectify
- Consider all circumstances before looking at action
- Give warning if breach not rectified.
- If appropriate, serve Planning Contravention Notice

Through this policy, the council can take enforcement action against development which does not have the necessary planning, or other permission.

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

Yes. LDF planning policy + Councils vision, values, Aims Approaches and Actions

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 community. Wide range from all sections of the community.

The intended beneficiaries are all existing and future residents of South Cambs.

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

Corporate – e.g. housing & EHO implications .

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

Service under review – Aim to provide improved service

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

Existing.

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?

Statistical reporting of successful actions demonstrating regulation of development, including formal and informal actions

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

No

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

Yes, Able to focus the team on proactive actions within the community especially when comparing statistics from other authorities

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

Yes, Police, County enforcement, Legal Officers, EA, Existing function – Consultation is ongoing

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?

Service currently under review. Will include wide consultation with staff

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

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?

Outcomes of actions will ensure good community relations. GTDPD activity promotes equal opportunities

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.

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 Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? Annual assessment
	No?	<input checked="" type="checkbox"/>	Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments? Not as yet.

D4. Do you have any other conclusions/outcomes from the partial assessment?

Not at this stage

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.