

Appendix 5 Equality Impact Analysis

Equality analysis is an important part of meeting the needs of all members of our communities.

Carrying out an equality analysis of policies and decisions helps the Council to think about the different needs some group of people may have and make sure that the decisions it makes do not unfairly affect some people more than others.

The Equality Act 2010 protects people from discrimination on the basis of 9 'protected characteristics' and introduced a single Public Sector Equality Duty on all Government organizations. The Equality Act 2010 requires us to have due regard to:

- Eliminating unlawful discrimination, harassment and victimisation;
- Advancing equality of opportunity; and
- Fostering good relations.

In order to comply with the Public Sector Duty, we must demonstrate that we have considered Equalities when planning new services making amendments to policies, procedures, services or working practices and that we have identified any impact there may be on equality and diversity matters. You should complete an EIA when considering any proposal which will impact people including:

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| <ul style="list-style-type: none">• Developing a service specification• Commissioning a service• Providing a new service to residents• New staff working procedure• Refreshing and updating a policy | <ul style="list-style-type: none">• Removal of service• Developing a strategy• Changing a service• As part of consultation process• Changes to services delivered jointly with other agencies |
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The Equality Act 2010 does not require public authorities to carry out EIAs, however, recent case law has clarified that public authorities do have to assess the impact their proposed policies have on equality and some form of documentary evidence of compliance with the Public Sector Equality Duty is invaluable when defending a decision in court.

The EIA provides a systematic way of checking that some groups do not inadvertently receive different treatments or outcomes which causes a disadvantage, ensures the Council is not acting in a discriminatory way, allows us to identify mitigation to avoid discriminatory action and helps to identify when consultation work with stakeholders may be required.

Data and Evidence

The evidence needed to complete an EIA will depend on the type of the proposal, but it will probably include some of the following items:

- Service-level equality monitoring data (disaggregated by disability, gender, gender reassignment, ethnicity/nationality, age, sexual orientation, pregnancy/maternity and religion or belief) for the services being assessed or those which are similar.
- Information about the population or local community, including census findings. See STREAM.
- The results of involvement activities, consultations or recent surveys.
- Comparisons with similar policies/activities in other departments or authorities.
- Analysis of records of enquiries or complaints from the public about services or policies.
- Recommendations of inspection and audit reports and reviews.
- Recent research findings from a range of national, regional and local sources.
- Information from groups and agencies directly in touch with particular protected groups in the communities the authority serves; for example, qualitative studies by trade unions and voluntary and community organisations.

Where there is insufficient information to properly assess the proposal, further research may be needed to fill the gap. Examples include surveys or holding informal consultation exercises to supplement the available statistical and qualitative data. Where a significant gap in knowledge exists; does this justify suspending the development of the proposal to carry out further research

Identifying positive and negative impacts

- Is there any evidence that any part of the proposed policy could discriminate unlawfully, directly or indirectly, against people from some communities or groups?
- Could the policy outcomes differ according to those with a protected characteristic? For example, because they have particular needs, experiences, concerns or priorities in relation to the issues addressed by the policy or practice. Put another way:
- Could the policy or practice affect different groups disproportionately? For example, are more women than men affected.
- Is there evidence of higher or lower participation or uptake by different groups?
- Is the proposed policy likely to affect relations between certain communities or groups? (Positively or negatively)

- If there will be a greater impact on one group, is that appropriate and consistent with the policy objective?
- Does the policy involve procurement or joint working? If so are you aware of your partner's equality policy and 'track record'?
- It is essential to consider not just the intended consequences of the policy or practice but also any unintended consequences and barriers that might prevent it being effective for certain communities or groups.
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Bradleys Both PC	Equality Impact Assessment Initial Screening Form	
This form records the equality screening process to determine the relevance of equality to a proposal and the decision whether or not a full EIA would be appropriate or proportionate.		
Service Area	Bradleys Both Parish Neighbourhood Development Plan area, North Yorkshire.	
Officer(s) carrying out screening	Bradleys Parish Council and David Snelson MTCP MRTPI Chartered Town Planner - consulted by the Parish Council.	
Proposal being screened	Bradleys Both Neighbourhood Development Plan.	
What is the reason for carrying out the proposal and what are the desired outcomes?	Following advice from Craven District Council, the Parish Council accepted that an EIA should be undertaken to help inform implementation and any future review of the NDP.	

What information or evidence do you have on current and future service users and the impacts that carrying out the proposal could have on them?

The process of creating the Plan involved a variety of ways of engaging with all parishioners through meetings, posters, access to the Parish Council website and Facebook Groups, as well as paper copies of consultation questionnaires to each household. The draft plan in paper form was available in various sites in the village, i.e. The Village Shop and Public House, Churches, and Consultation Days at the Village Hall.

CONSULTATION

15. The Parish has submitted a Consultation Statement which describes the process of consultation and summarises responses received up to the time of the final statutory consultation period administered by the Council from 26.03.16 – 07.05.16

16. The NDP Working Group was set up in June 2013 comprising of Parish Councillors and volunteers. A web site was established to provide information on the progression of the Plan.

17. The first public village consultation exercise took place in the Village Hall on the April 2013, which sought feedback from the public via a drop-in session with themed displays and tables hosted by parish, district and county councillors and CDC Planners. Those attending highlighted issues of concern and importance by recording these in a 'Tablecloth exercise' which were later captured in the NDP. 18. In July 2013 there was a drop-in session in the Village Hall, arranged by Craven District Council Planning officers and Parish Councillors where CDC's proposed sites were considered and discussed.

18. In November 2014 an initial outline draft plan with a questionnaire was sent to all households, was available on village website and was published in the local paper. Of 592 surveys sent out, 184 were returned and analysed. This analysis and report formed the basis of the 'Planning Together – Consultation Analysis' produced by the NDP Group.

19. A Draft Plan was prepared and made available from March to May 2016 and published on the NDP web site and made available for consultation via two drop-in sessions in the village hall attended by Parish Councillors. Several printed copies were also available at various village locations during the consultation period and parishioners were invited to submit comments online or in ballot boxes in the Village Hall and Shop. Responses were collated, analysed and a further draft sent out for formal consultation.

20. The publicity of this draft included publication on the web site, leaflets posted to households and businesses, adverts in the "Craven

Herald” and the Parish newsletter of October 2015.

21. At the end of this consultation it became apparent that further bodies should be consulted so a further formal consultation was carried out from 8.2.16 to 21.3.16.

22. More recent consultation also took place as part of a community drop in event at Bradley Village Hall in February 2020. The neighbourhood planning group had a stand at the event and used this as an opportunity to discuss the draft NDP and test the vision and objectives of the draft plan to ensure that they are still fit for purpose given the passage of time since the initial consultation activities.

<p>What other information and evidence has been used to support this equality analysis?</p>	<p>The process of creating the Plan was overseen by consultants. Assistance, guidance and information was also provided by officers of Craven District Council and data was available from the Strategic Housing Market Assessment.</p>
<p>Please use the table on the next page to list any impacts that the proposal might have on people with protected characteristics as defined by the Equality Act 2010. As part of this assessment, please consider:</p> <ul style="list-style-type: none"> • How the proposal will impact on members of the community with protected characteristics • Whether there is any evidence that any part of the proposed policy could discriminate unlawfully, directly or indirectly, against particular groups of people. • Any indication that different groups have or will have different needs, experiences, issues and priorities in relation to the proposal. <p>If for any characteristic it is considered that there is likely to be a significant adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate.</p>	

Protected Characteristic	No Impact	Positive Impact	Negative Impact	Don't know/ No info available	Description of any Impacts
Age		X			Housing policies within the plan seek to ensure that new housing meets the needs of all parts of the community including elderly. Policies that seek improvements to community facilities are also included which would benefit younger age groups.

Disability		X			The plan seeks to ensure that new developments area accessible and help to deliver improvements to safety and accessibility.
Sex (gender)	X				Policies and proposals aim to support new housing and protect community facilities for all members of the community.
Race	X				As above
Sexual orientation	X				As above
Marriage or civil partnership	X				As above

Religion or belief	X				As above
Pregnancy or maternity	X				As above
Gender reassignment	X				As above
Decision (Please tick one option)	Initial Screening indicates EIA not relevant or proportionate			X	Initial Screening indicates Full EIA required

Reason for Decision

Aim

Eliminating unlawful discrimination, harassment and victimisation or any conduct prohibited under the Act.

Possible impact of NDP

No impact identified.

Aim

Advancing equality of opportunity.

Possible Impact of NDP

Positive impacts from promoting housing that responds to local needs including types, mix and affordability. Also seeks to secure improved accessibility.

Aim

Fostering good relations

Possible impact of GNDP

Positive impacts from promoting housing that responds to local needs in particular the need for smaller family housing/downsizing for older persons. The NDP also seeks to safeguard and improve community facilities which would aid social cohesion.

The Plan itself has no negative impacts on any of the protected characteristics but any need for mitigation that arises subsequently could be addressed as part of the planning process.

Signed Parish Council Chair

Date March 2022