

This form assesses what impact a policy, strategy or activity will have on a range of customers.

A: Summary Details	
Name of policy / function(s):	Local Plan
Directorate:	Sustainable Communities
Service Area:	Planning Policy
Officer(s) completing this assessment:	Claire Stuckey/Gemma Nicholson
Date of assessment:	November 2017

B: The Policy or Function	
1.	<p>Is this policy / function:</p> <p><input checked="" type="checkbox"/> new OR <input type="checkbox"/> existing (<i>If existing, when was the last assessment?</i>)</p> <p><input type="checkbox"/> internal OR <input checked="" type="checkbox"/> external (i.e. public-facing)</p> <p><input checked="" type="checkbox"/> statutory OR <input type="checkbox"/> non-statutory</p> <p>The Equality Impact Assessment for the Local Development Framework (LDF) 2001-2021 was undertaken in 2012 and remains in place. The adopted LDF comprises a range of planning documents including the Core Strategy and Development Control Policies Development Plan Document, Local Development Scheme (LDS), Community Infrastructure Levy (CIL), Statement of Community Involvement (SCI) and Supplementary Development Plan Documents. Together these documents are delivering sustainable development across Chelmsford City Council’s Area.</p> <p>A new Local Plan is being prepared to guide growth and development in the longer-term. The Local Plan will provide the Council’s vision, objectives and Spatial Strategy for the period up to 2036. It contains Strategic Development Policies, Development Management Policies, Site Specific land use allocations and associated policies and a Local Plan Policies Map. Once adopted, the Local Plan will replace the adopted LDF.</p>

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	<p>In doing so, it will outline to users the scale and distribution of future development, growth and change to 2036. It will also help to ensure that the City Council has an up-to-date development plan in line with Government requirements. An Equality Impact Assessment for this new Local Plan was undertaken in October 2014 and is being reviewed to provide the most up to date information and ensure that the progress of the Local Plan is taking into account any potential impacts.</p>	
<p>2.</p>	<p>Is the policy / function associated with any other policies or services? Could these have a cumulative impact on customers?</p>	<p>Once adopted, the Local Plan will replace the adopted LDF and sets out the spatial strategy for future growth and development over a 15-20 year period. The Local Plan is expected to be adopted in late 2018/early 2019.</p> <p>The Local Plan will integrate with other policies and strategies of Chelmsford City Council (CCC) and other organisations. These include CCC's Corporate Plan, Sports & Arts Strategy, Housing Strategies and Public Health Strategy. The Local Plan will have a key role in helping to deliver objectives in these strategies especially where they relate to the use and development of land.</p> <p>The Local Plan is subject to Sustainability Appraisal/Strategic Environmental Assessment and Habitats Regulation Assessment to assess its environmental, social and economic performance at each stage of plan making. It has also been informed and shaped by a number of public and stakeholder consultations. This and all future consultations are carried out in accordance with the Council's SCI and Corporate Consultation and Engagement Strategy.</p> <p>The Council's Authority Monitoring Report will continue to measure progress with preparing and implementing the Local Plan. Reports will also be presented, when appropriate, to Council Committees.</p>
<p>3.</p>	<p>What are the policy / function's aims and desired outcomes? Are there any factors which could detract from achieving these outcomes?</p>	<p>In line with Government guidance, the Local Plan sets out the vision, spatial objectives, planning policies and land allocations that will guide sustainable development across the City Council's Area over the next 15-20 years. It has and will continue to be developed in consultation with a wide range of stakeholders (residents, businesses, statutory bodies etc.) and be informed by a robust evidence base into the needs, opportunities and constraints of the area. See also Section C,3 below.</p>

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		<p>In order to achieve the greatest sustainable development benefits for the area, the Local Plan will seek to deliver the homes, jobs, shops, services and infrastructure etc. it needs, whilst conserving its historic environment, maintaining safe and inclusive communities and adapting to climate change.</p> <p>During the preparation of the Local Plan, it has been subject to various stages of consultation and engagement with individuals and organisations. This has provided people who live, work, invest and deliver services etc. across Chelmsford City Council's area the opportunity to have their say and help inform the Local Plan including its vision, objectives, policies and allocations. There are further stages of consultation and an Independent Examination expected through the next stages of developing the new Local Plan of which individuals and organisations can continue to be involved.</p>
<p>4.</p>	<p>Who is this policy / function intended to benefit, and in what way?</p>	<p>There are wide-ranging beneficiaries for the Local Plan, potentially including all residents, employees, businesses, visitors and service providers across the City Council Area. This is because of the wide scope and strategic nature of the Local Plan which will affect the environment of the Area's stakeholders. One of the major benefits will be providing residents, employees and visitors etc. with a greater range of e.g. housing choices, shops, employment opportunities, recreation and open space facilities.</p> <p>Others who will benefit include:-</p> <ul style="list-style-type: none"> • Parish and Town Councils • Private individuals • Developers/Landowners • Statutory Bodies • Local Organisations and Agencies • Community and Interest Groups • Councillors • CCC Partners • Existing communities • Service Providers, and • Business Community.

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5.	<p>Who is responsible for this policy / function and who will implement it? Are any third parties involved? E.g. contractors.</p>	<p>The City Council continues to work in partnership with a range of other public and private organisations and agencies to deliver the Local Plan and monitor its progress. These include developers, Parish Councils, utility providers and service providers.</p> <p>The Council also implements a Community Infrastructure Levy (CIL) which is a charge applied to new developments to help fund improvements to infrastructure. This includes highways and transportation, education, recreation and leisure, health and wellbeing, flood protection and public realm and environment. The charges are set out in a Charging Schedule.</p>
<p>Relevance to the Equality Duty: <i>Consider how the policy relates to the duties (directly or indirectly), and if it could be adjusted to further meet these equality aims.</i></p>		
6.	<p>Does the policy tackle discrimination, harassment or victimisation? If so, how?</p>	<p>The Local Plan seeks to promote social inclusion and ensure that all people (including vulnerable groups) have access to the services and opportunities that they may need such as housing, employment, public transport and community facilities (e.g. education, health and local shopping). This will work towards meeting the Public Sector Equality Duty as the needs of these individuals will be incorporated into the Local Plan.</p> <p>In addition, the Planning Policy Team seeks to ensure that the public have access to information on the Local Plan and other related documents. This works toward meeting the Public Sector Equality Duty as the needs of individuals are considered carefully in the information made available e.g. providing written information in alternative formats on request.</p>
7.	<p>Does the policy promote equal opportunity? If so, how?</p>	<p>See response to Q6. We can provide information in a number of different formats and would aim to honour any special requests to accommodate any gender, religious beliefs etc. We also undertake consultation events (exhibitions), timed and located variably to provide opportunities to a range of people to discuss the consultation with Officers.</p>

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		<p>The Council has and will continue to undertake consultations and encourage participation on the Local Plan in accordance with the Council’s SCI and Duty to Co-operate Strategy. An Initial consultation on an Issues and Options Local Plan was undertaken in Winter 2015/16 and the Preferred Option consultation undertaken in Spring 2017. A further Pre-Submission consultation is scheduled for early 2018. More information on the timetable for consultation is given in the Council’s Local Development Scheme (LDS).</p> <p>All Local Plan consultations seek to inform and involve communities early and continuously throughout the preparation process. The SCI sets out the Council’s commitment to public participation and details activities used to engage harder to reach groups. Example of methods of involvement used include:</p> <ul style="list-style-type: none"> • Newspaper notices • Posters • Press releases • Leaflets • Exhibitions • Letters and emails, and • Public meetings. <p>The Council’s adopted SCI is available at http://www.chelmsford.gov.uk/sci.</p>
8.	<p>Does the policy encourage good community relations? If so, how?</p>	<p>The Local Plan seeks to promote sustainable communities and social inclusion, improve residents’ quality of life and meet the housing needs of the whole community. It also seeks to ensure people have access to services and opportunities they may need such as local jobs, good public transport, shops and other community facilities. As such, the Local Plan should help promote greater understanding between different groups and encourage good community relations.</p> <p>Information on the Local Plan is available to Chelmsford residents, landowners, developers and businesses etc. during its preparation. All groups are provided with opportunities to get</p>

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		<p>involved and have their say on draft plans and proposals. The main issues raised in representations to formal Local Plan consultations have been summarised and published in feedback reports. This helps to promote understanding between the City Council and consultees. This process has been repeated for both consultations.</p> <p>The Planning Policy Team encourages good community relations by working with partners and other third parties e.g. increasing understanding of the Local Plan process by presentations to Agent and Parish/Town Forums.</p>
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C: Information used to analyse the effects on equality:

Please itemise available evidence, stating which protected groups are covered and when this evidence was gathered. You may attach copies or links to the data / research you are using.

1.	Has any consultation or engagement already been undertaken regarding this policy?	An Initial consultation on an Issues and Options Local Plan was undertaken in Winter 2015/16 and the Preferred Option consultation undertaken in Spring 2017. A further Pre-Submission consultation is scheduled for early 2018. A revised Local Development Scheme including the Local Plan timetable was adopted in October 2017. The commitment to preparing a new Local Plan is well documented e.g. in Council Committee reports, Local Development Scheme, presentations to Parish/Town Council Forum.
2.	What relevant data or information is currently available about the <u>customers</u> who may use this service or could be affected by this policy?	<p>The Local Plan is informed by a wide range of evidence about needs, opportunities and customer aspirations. This includes surveys, research and demographic data including a Strategic Housing Market Assessment, Greater Essex Demographic Forecasts, an Open Space Assessment, Strategic Housing Land Availability Assessment (SHLAA), Retail Capacity Study and Essex Gypsy and Traveller and Travelling Showpeople Accommodation Assessment (GTAA).</p> <p>The evidence base will be expanded during the preparation of the Local Plan and published at https://www.chelmsford.gov.uk/planning-and-building-control/planning-policy-and-new-local-plan/new-local-plan/evidence-base/</p> <p>Consultation feedback documents also form part of the Local Plan evidence base.</p>
3.	Is there any information already available about how this <u>policy</u> could impact on customers?	<p>The adopted LDF and emerging Local Plan evidence base is available at https://www.chelmsford.gov.uk/planning-and-building-control/planning-policy-and-new-local-plan/existing-local-plans/ And https://www.chelmsford.gov.uk/planning-and-building-control/planning-policy-and-new-local-plan/new-local-plan/evidence-base/</p> <p>A number of consultations and engagement exercises have been undertaken during the preparation of the Local Plan. These provided information on how policies and proposals will impact on customers and were used to inform decisions on preferred approaches. The Council has published Feedback Reports after each formal consultation period to summarise the main</p>

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		<p>issues raised in comments and how they have been used. This process will continue for the next stage of consultation.</p> <p>Any concerns, queries or informal complaints about how we prepare the Local Plan will be dealt with at the time. Where appropriate, this could lead to changes/improvements.</p>
4.	<p>What additional information would increase your understanding about the potential impact of the policy? What involvement or consultation with affected groups is still needed?</p>	<p>The Council has and will continue to promote consultation and engagement on the Local Plan in order to maximise involvement and representations from plan users including residents, employers, developers, public bodies and service providers. Submissions to formal consultation periods will be considered and recorded.</p> <p>The Council will monitor and review the effectiveness of the Local Plan in achieving its objectives. The main mechanism for monitoring is expected to be the Authority Monitoring Report (AMR).</p>
5.	<p><i>For existing policies only:</i></p> <p>What has changed since the last assessment?</p>	<p>The Equality Impact Assessment (EIA) on the Council's statutory development plans was undertaken in 2012. Since then, the LDF has been guiding and achieving growth, change and development in the City Council Area.</p> <p>A new EIA was required for the Local Plan and was undertaken in October 2014. As stated above two stages of plan making have been undertaken since this review and therefore the EIA has been reviewed in light of the progress made on the Local Plan. Once adopted, the Local Plan will replace the LDF and guide development over the next 15-20 years.</p>

D: Assessment of impact

Using the information above, assess if the policy / function could potentially disproportionately impact on different protected groups. Specify if the potential impact is Positive, Neutral or Negative. IF negative, indicate if the risk is high or low.

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
1. People of different genders (Men and women)				
Men	Positive	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and benefit men and women. Throughout the Local Plan process the community at large will be invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>	Staff have undertaken equality/diversity awareness training.	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4</p> <p>Ensure staff equality/diversity awareness training is up to date.</p>
Women	Positive	As above.	As above.	As above.
2. People of different races or ethnic groups (Black, White, Asian, Mixed / Dual Heritage, Gypsy/Traveller etc.)				
	Positive	The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach	A range of factors are relevant when encouraging engagement in the Local Plan. It is important to continue to ensure consultation and engagement is open, inclusive, accessible and effective for all groups as required	Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
		<p>will continue on from the LDF and benefit people of different races or ethnic groups. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>	<p>through the Adopted SCI and the Council’s Consultation and Engagement Strategy e.g. working with groups that represent the interests of different groups and ensuring consultation events are held at convenient times and in accessible locations.</p> <p>All CCC documents can be made available in paper format, large print and other languages (where possible). Local Plan documentation is also available for inspection at main Council offices and information can be sent in the post upon request.</p> <p>Staff have undertaken equality/diversity awareness training.</p>	<p>Ensure staff equality/diversity awareness training is up to date.</p>
<p>3. People with a disability (both visible and invisible): e.g. hearing impairments, visual impairments, speech difficulties, learning difficulties, mobility difficulties, mental health problems, long-term ill health etc.</p>				
	<p>Positive</p>	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and</p>	<p>A range of factors are relevant when encouraging engagement in the Local Plan. It is important to continue to ensure consultation and engagement is open, inclusive, accessible and effective for all groups as required through the Adopted SCI and the</p>	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4</p>

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
		<p>benefit people with a disability. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>	<p>Council's Consultation and Engagement Strategy e.g. working with groups that represent the interests of different groups and ensuring consultation events are held at convenient times and in accessible locations.</p> <p>All CCC documents can be made available in paper format, large print and other languages (where possible). Local Plan documentation is also available for inspection at main Council offices and information can be sent in the post upon request.</p> <p>Staff have undertaken equality/diversity awareness training.</p>	<p>Ensure staff equality/diversity awareness training is up to date.</p>
4. People of different age groups e.g. children, teenagers, young adults, middle-aged, or older people.				
	Positive	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and benefit people of different age groups. Throughout the Local Plan process the</p>	<p>Age may be a factor when encouraging engagement in the Local Plan process. It is important to continue to ensure consultation and engagement is open, inclusive, accessible and effective to all groups as required through the Adopted SCI and the Corporate Consultation and Engagement Strategy e.g. working</p>	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4</p> <p>Ensure staff equality/diversity awareness training is up to date.</p>

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
		<p>community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>	<p>with groups that represent the interests of different age groups like the YMCA, Colleges or Age UK Essex; ensuring consultation events are held at convenient times and in accessible locations; making the most of innovative techniques and technology.</p> <p>Staff have undertaken equality/diversity awareness training.</p>	
5. Lesbian, gay, bisexual or heterosexual people				
	Positive	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and benefit lesbian, gay, bisexual and heterosexual people. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved</p>	<p>Staff have undertaken equality/diversity awareness training.</p>	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4</p> <p>Ensure staff equality/diversity awareness training is up to date.</p>

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
		infrastructure. This will benefit all groups.		
6. People from different religious or belief groups e.g. Christian, Buddhist, Hindu, Jewish, Muslim, Sikh, Non-religious, or other beliefs, e.g. philosophical beliefs like humanists.				
	Positive	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and benefit people from different religious or belief groups. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals. Local religious/ faith groups and Churches are consulted during the preparation of the Local Plan.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>	<p>Ethnicity may be a factor when encouraging engagement in the Local Plan. It is important to continue to ensure consultation and engagement is open, inclusive, accessible and effective to all groups as required through the Adopted SCI and the Corporate Consultation and Engagement e.g. working with groups that represent the interests of different groups and ensuring consultation events are held at convenient times and in accessible locations.</p> <p>Staff have undertaken equality/diversity awareness training.</p>	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4</p> <p>Ensure all staff equality/diversity awareness training is up to date.</p>
7. People who have changed their gender or are in the process of doing so (i.e. transgender)				

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
	Positive	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and benefit all people. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>	Staff have undertaken equality/diversity awareness training.	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4.</p> <p>Ensure all staff equality/diversity awareness training is up to date.</p>
8. Pregnant women or people who have just had a baby (Maternity/paternity can be defined as 26 weeks after giving birth, and includes consideration about breastfeeding.) Only relevant to the requirement to have due regard to the need to eliminate discrimination)				
	Positive	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and all benefit people. Throughout the Local</p>	Staff have undertaken equality/diversity awareness training.	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4.</p> <p>Ensure staff equality/diversity awareness training is up to date.</p>

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		<p>Plan process the community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.</p>		
<p>9. Are there any other groups who could find it difficult to access or make use of the policy / function? For example: low income / people living in rural areas / single parents / carers and the cared for / past offenders / long-term unemployed / housebound / history of domestic abuse / people who don't speak English as a first language / people without computer access etc.</p>				
	<p>Positive</p>	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. This includes access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and all benefit people. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.</p> <p>S106 and Community Infrastructure Levy (CIL) funding will continue to support growth and sustainable development</p>	<p>A range of factors are relevant when encouraging engagement in the Local Plan. It is important to continue to ensure consultation and engagement is open, inclusive, accessible and effective all groups as required through the Adopted SCI and the Corporate Consultation and Engagement Strategy e.g. working with groups that represent the interests of different groups and ensuring consultation events are held at convenient times and in accessible locations.</p>	<p>Monitor the Local Plan through the Authority Monitoring Report (AMR) – see response to Question 4.</p> <p>Ensure all staff equality/diversity awareness training is up to date.</p>

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Affected Group	Potential impact? *	Explanation and evidence (including what is currently being done)	What actions / adjustments are possible to reduce negative or increase positive impact?	Monitoring and review arrangements
		through the provision of new/ improved infrastructure. This will benefit all groups.	<p>All CCC documents can be made available in paper format for those without computer access and other languages (where possible) for people who don't speak English as a first language. Local Plan documentation is also available for inspection at main Council offices and information can be sent in the post upon request for those who may be housebound.</p> <p>Staff have undertaken equality/diversity awareness training.</p>	
10. Could this policy discriminate on the grounds of marriage or civil partnership?				
None identified				
11. Is there any potential negative impact which <u>cannot</u> be minimised or removed? If so, can it be justified? E.g. on the grounds of promoting equality of opportunity for another protected group.				
None identified				
Additional comments:				

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E: Conclusion	
Decision:	Explanation:
<input checked="" type="checkbox"/> Continue the policy with no changes	It is considered that the Local Plan has no negative impacts and there is a low risk of negative impact on the affected groups. Impacts will continue to be monitored and if particular issues are identified, appropriate action will be taken. This could include changes to our consultation approach and activities. It is considered that all opportunities will be taken to advance equality through the Local Plan.
<input type="checkbox"/> Continue the policy with adjustments	N/A
<input type="checkbox"/> Adverse impact but continue	N/A
<input type="checkbox"/> Suspend or withdraw the policy for further review / consideration of alternative proposals	N/A

Approved by: *(name, title and service area)*

Lead Officer / Responsible officer: Claire Stuckey, Principal Planning Officer, Planning Policy Date: 9.1.18

Senior Manager: David Green, Director of Sustainable Communities Date: 9.1.18