

Appendix D

Equality Impact Assessment / Equality Analysis

Title of service or policy	Sustainable Construction & Retrofitting Supplementary Planning Document
Name of directorate and service	Planning Services
Name and role of officers completing the EIA	Cleo Newcombe-Jones, Planning Officer
Date of assessment (NB this is an additional detailed assessment)	18.12.12

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the process, with a final version including the action plan section being published on the Council's and NHS Bath and North East Somerset's websites.

1. Identify the aims of the policy or service and how it is implemented.		
	Key questions	Answers / Notes
1.1	Briefly describe purpose of the service/policy	<p>The <i>Sustainable Construction and Retrofitting Supplementary Planning Document</i> supports the Council's aspirations of supporting and encouraging high quality sustainable design, domestic energy and water efficiency and renewable energy.</p> <p>The purpose of the policy is to explain how to make your build project more sustainable and outline what you need planning and listed building consent for.</p> <p>As outlined in the previous EqIA this document is considered to have an overall very positive equalities impact on all equalites groups</p> <p>The policy approach was originally assessed as part of the assessment of the parent policies which this document expands on (CP1 and CP2). See: http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Core-Strategy/InfoPapersandAppraisals/DCSApraisal-EqualitiesImpactAssessment.pdf</p> <p>Additional Guidance for Listed Buildings is also to be included as an Annex (although this is forthcoming)</p>
1.2	Provide brief details of scope	<p>The document is in two parts and focuses on domestic properties:</p> <ul style="list-style-type: none"> (i) New build – introduces 9 key sustainability principles with local case studies (ii) Existing Buildings – how to retrofit (apply energy efficiency or renewable energy generation to your home. This applies to all types of properties including listed buildings.
1.3	Do the aims of this	The aims of retrofitting will link to many Council services and policies:

policy link to or conflict with any other policies of the Council?		<ul style="list-style-type: none"> • Sustainable Community Strategy, the Corporate Plan, the Council’s Vision and Values and the Environmental Sustainability & Climate Change Strategy: Each of these documents emphasise the need to enable our district to move to a low carbon future. Since homes in the district are responsible for the largest portion of carbon dioxide, retrofitting is a key priority for achieving this aim. • Housing Services and the Affordable Warmth Action Plan, since this builds on existing fuel poverty work. • Public Health, the Health & Wellbeing Board and the emerging Health & Wellbeing Strategy: This work builds on Public Health’s fuel poverty work; currently it is estimated that an avoidable £3.8m per year is spent by B&NES NHS to deal with ill-health caused by cold homes. • Economic Development and the Economic Strategy: Retrofitting could generate an extra £10-£20m of work within the district, which could be done by local businesses
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2. Consideration of available data, research and information

Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service.

	Key questions	Data, research and information that you can refer to
2.1	What is the equalities profile of the team delivering the service/policy?	The policy will be delivered by the Planning Department which consists of a roughly even split between males and female aged between 20 and 65.
2.2	What equalities training have staff received?	Planning policy team have received corporate equalities training and EQIA training. A number of the service deliverers within the Council will have received corporate equalities training.
2.3	What is the equalities profile of service users?	Through equalities mapping and population profile analysis (BANES Equality Profile 2009) we now know more about the wider groups of user who will benefit from any Planning guidance.
2.4	What other data do you have in terms of service users or staff?	Linked projects have gathered information about potential service users including the Community project Bath Green Homes and the Green Deal Project (which has included a Voicebox survey).
2.5	What engagement or consultation has been undertaken as part of this EIA and with whom?	This EIA has been circulated for comment to colleagues on the project team and the Equalities team, written comments have been received from the Equalities team.
2.6	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	We are not intending to undertake any further formal consultation on the development of this policy (this was a previous stage).

3. Assessment of impact: ‘Equality analysis’

Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:

- Meets any particular needs of equalities groups or helps promote equality in some way.
- Could have a negative or adverse impact for any of the equalities groups

		Examples of what the service has done to promote equality	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this
3.1	Gender, Transgender, Disability, Race, Sexual Orientation, Religion/belief, Rural communities	<p>This Guidance will help improve the consistency and quality of planning advice. The guidance also provides free advice to supplement the Council's telephone support for general planning queries. Reasonable adjustments will also continue to be made to provide information in different formats to suit clients needs.</p> <p>Detailed planning advice is provided at a fee.</p>	<p>It will be important to take into account any cultural sensitivity associated with alterations to people's homes, when they are making planning or listed building applications.</p> <p>Promotional work undertaken in other parts of the Council will seek to reach rural communities off gas grid.</p> <p>Planning policies can restrict people's ability to modify their own home, however, Planning Officers can use the guidance to offer consistent advice to all groups. In some cases, exceptional circumstances will need to be considered.</p>
3.4	Age – identify the impact/potential impact of the policy on different age groups	<p>This Guidance will help improve the consistency and quality of planning advice.</p>	<p>The Green Deal project is doing work to enable more frontline service workers to promote retrofitting to vulnerable households the policy document that has been prepared will be a useful reference document for advice.</p> <p>Elderly or very young residents in fuel poverty are at particular risk from cold homes.</p>
3.8	Socio-economically disadvantaged – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances	<p>The policy document will provide free accessible advice and promotes low cost measures first, however, some measures will be more costly and people may be excluded from accessing these due to cost – this particularly applies to lower income home owners.</p>	<p>Projects such as Bath Green Homes offers another option for free information which can increase awareness and knowledge through a community led approach.</p> <p>Awareness of grant funding and other sources of free advice for some of the retrofitting measures will also be made available via the SPD and associated information collated by the Council Sustainability team/Housing services.</p>

4. Bath and North East Somerset Council & NHS B&NES Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
EqlA sent to key service areas for response	The EqlA will has been circulated to the key officer group for comment	Written comments were received on 30.01.13. These comments have been incorporated into this EqlA. The majority of the comments related to Listed Buildings and so will be reviewed for the future EqlA for this Guidance document.	Cleo Newcombe-Jones	January 2012
The Planning Department is collaborating in key corporate projects to facilitate understanding of sustainable construction and retrofit	Involvement in Green Deal Project and Bath Green Homes	2013 Green Deal launch and 2013 Bath Green Homes Project	Cleo Newcombe-Jones	2013

5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council's and/or NHS B&NES' website. Keep a copy for your own records.

Signed off by:

(Divisional Director or nominated senior officer)

Date: