



Introduction

The Council's Single Equality Scheme states that:

"We will achieve equality of opportunity by removing direct and indirect discrimination wherever it exists. It is recognised that people may be disadvantaged because of their: age; gender; race, colour, ethnic, national, cultural or social origin; disability; religious belief, or non belief; marital status, family circumstances, or caring responsibilities; sexual orientation; class, level of income, or housing circumstances; membership or non membership of trade unions, or involvement or non involvement in trade union activity."

The Single Equality Scheme brings together action plans for Race, Gender and Disability equality, meeting the Council's statutory duties in these areas. The scheme also goes beyond these three streams and begins to consider how the Council develops its approach to equalities and diversity for all residents of Stockton in response to the recent Equalities Review report, Discrimination Law Review and the report of the Commission on Integration and Cohesion. The Council is also committed to responding to all diversity related legislation and the single equality scheme is the best mechanism for achieving this. Equality Impact Assessments play an integral role in ensuring that all the council policies are operating to support these aims to offer the highest level of service for all our residents

What is an Equality Impact Assessment?

An Equality Impact Assessment (EIA) is a tool to enable individuals and services to think carefully about and measure the impact that procedures, policies and strategies will have on all its service users. EIAs can be used to assess whether the policies that guide your work, the procedures you operate and the day-to-day working practices you have developed are likely to have a positive or negative impact across the diverse communities we serve in the Borough. This will enable us to plan out or minimise any negative consequences across the diversity strands:

- Age
- Disability
- Faith
- Gender
- Race
- Sexual Orientation
- Community Cohesion

We can then take action to prevent and eliminate unlawful direct and indirect discrimination, promote equality of opportunity and contribute positively to community cohesion objectives. Providing services that do not discriminate also leads to better quality services and increased satisfaction.

Why Undertake Impact Assessments?

Improving the services we offer

The purpose of Equality Impact Assessment is to improve the work of the Authority by ensuring it does not discriminate in the way it provides services and employment and that we promote equality and positive community relations across the six diversity strands. To understand why EIAs are necessary requires agreement that equality is not about treating everyone the same. It may mean accommodating individual requirements and taking the needs of different communities and groups into account when delivering services. The outcomes of a service must be the same for all service users, however the way they receive that service may very well differ.

Being systematic about how we measure impact

This guide will provide you with a means of systematically assessing and recording the actual, potential or likely impact of a service or project on particular groups and identifying associated actions to improve services. EIAs are a good method of analysing what we are doing using the service user and their needs as our focus as well as considering potential impact of any new strategies.

The benefits of impact assessments include:

- Identifying whether we are excluding different groups from any of our services
- · Identifying if direct or indirect discrimination exists
- Allowing us to consider alternative policies or strategies to address adverse impact
- Enabling us to embed equality issues into all our policy areas and everyday practice
- Targeting resources more effectively
- Developing a better understanding of the needs and aspirations of the diverse communities that we serve
- Developing good practice that promotes equality across all the diversity strands
- Raising public satisfaction with services and the Council
- Allowing us to understand whether the way we provide services is helping communities to come together.

It is a Statutory Requirement

There are specific statutory duties for race, disability and gender through the Race Relations (Amendment) Act 2000, the Disability Discrimination (Amendment) Act 2005 and the Equality Act 2006 to ensure that our policies and practices do not discriminate against any group within our community and that we promote equality of opportunity and good community relations. This impact assessment however will extend beyond this to cover age, faith and belief and sexual orientation as well as disability, race and gender. This will ensure that we are working with other statutory equality drivers including the Sex Discrimination Act, the European Directives on age, faith and sexual orientation and the Equality Standard for Local Government.

Links to other Council Initiatives

The work we do on Equality Impact Assessments will link to a number of other local and national priorities including:

Comprehensive Performance Assessment

If our services are to be of the highest quality, which is the aim of CPA, they need to be provided in a way that ensures they meet the diverse needs of all our service users.

Service and Business Unit Planning

Actions identified within Equality Impact Assessments will feed into a range of Council plans at all levels, including corporate, service and, business unit planning.

Community Cohesion

The outcomes of Equality Impact assessments will feed into the Community Cohesion Strategy and our work with key partners on the Local Strategic Partnership

Resident Satisfaction

Ensuring our services are delivered in a non-discriminatory way and meet the needs of all residents will be reflected in increased resident satisfaction results.

The Completed Equality Impact Assessment

Equality Impact Assessments need to be part of the early stages of policy development so that they can be incorporated into any decisions. Whilst they can and will be used retrospectively for policies already approved and functions currently operating, they should never be considered a "bolt-on" to be used to complete the policy development process. Incorporating Equality Impact Assessments into the planning and delivery of services will enable us to integrate and embed equality principles into all areas and aspects of the council's service delivery. The completed Equality Impact Assessments should be returned to the Diversity Team diversity@stockton.gov.uk who will publish them on the Diversity section of the council's website. This meets our statutory duty to publish equality impact assessments. New policies will not be given Cabinet or Council approval without a completed Equality Impact Assessment.

The 3 Stage Process- Guidance Notes

Once you have identified the aims and objectives of your policy, the 3 Stage Process gives you a robust mechanism to systematically assess it for the impact across the six strands of diversity.

Stage 1 - Collecting information and data to support the assessment

An effective EIA relies on the effective analysis of both qualitative and quantitative data whether externally or internally developed as this gives us a clear description of the effectiveness of our service provision. Whilst it is tempting to undertake consultation exercises to support your EIA, you are likely to have already undertaken much data collection work throughout the early stages of the policy development, or through an existing policy's ongoing delivery and monitoring. Any decision to collect new data or introduce new monitoring needs to be in proportion to the importance of the policy or service, and mindful of the additional systems or investment that will be required to provide this.

In order to complete the impact assessment you will need to:

- Consider what information or data you have available either within your service or elsewhere in the Council and whether any further data will be needed.
- Use both quantitative (e.g. census, BVPI, Resident Satisfaction, national statistics, research, economic and workforce profile) and qualitative data (customer feedback information, complaints about the service, policy or function)
- There are comprehensive equality profiles available on the equality and diversity pages on the Stockton Borough Council website to support the EIA process www.stockton.gov.uk/yourcouncil/33299/
- Consider information about the take-up and investigate who is not able to access the service or benefit from the policy

Use this data to identify the significant findings or trends, relating to the policy area and any impact across the 6 strands. It will be your judgement to identify what constitutes a significant impact but you must be mindful to consider all data which reflects difference between different groups. The person undertaking the EIA should clearly identify and document gaps and inadequacies in data, explain how these will be addressed and how future impact will be monitored.

Stage 2 - Scoring the Policy / Function

Once all the information available has been gathered and considered, you can move onto scoring the policy for impact. A simple scoring system and chart is included on the proforma. Again the judgement on whether the policy is having / is likely to have a positive or negative effect under each of the headings is your own, but to help inform the judgement you should bear the following key considerations in mind when coming to your conclusions:

- Will / does the policy / function involve, or have consequences for, the people the council serves or employs?
- Are there any customer groups which might be expected to benefit from the policy / function but do not?
- Is there any reason that people's access to a service may be affected differently by the proposed policy due to age, disability, faith and belief, gender, race or sexual orientation?
- Is there any evidence that any part of the policy / function could discriminate unlawfully either directly or indirectly across the diversity strands?
- Are there any groups which are not satisfied with the policy / function or are more likely to make complaints?
- Is there a need to gather further information in order to assess this policy / function?
- Are there any barriers to the policy / function being received equally by all residents?
- Will the policy / function create the opportunity for integration?

The headings that you are being asked to score the policy against are taken from the range of equality duties that the council is required to operate within in order to demonstrate that our services offer true equality of access. This is recommended practice from the Commission for Racial Equality.

If you don't have enough data to make a judgement about the impact of the policy this needs to be recorded as 2ND to indicate that the anticipated neutral impact is not based on the data analysis. Where this occurs one of the actions recorded in the action plan will be to show how the lack of data will be addressed prior to the next review.

Some examples of positive and negative impacts are given below; use them to inform your deliberations. Remember something designed to offer extra support to one group of people may also have a positive or negative impact on others and you must be mindful of this. The examples highlight the need to gather and interpret high quality data and to fully understand your customer profile:

Example 1

The council has proposed a policy of only using meeting rooms that are fully accessible for disabled people. The data analysis identifies that there are no accessible meeting rooms which can be used located in the area of the town where the majority of BME residents live, therefore there will be a positive impact for disabled people in that all meetings will now be fully accessible **But**

It may have a negative impact on the number of BME residents attending meetings as they will have further to travel to meeting venues.

Example 2

The Youth Service is proposing to increase its youth club provision by purchasing another double-decker Youth Bus. This will increase the number of youth club sessions substantially. The policy will therefore have a positive impact for young people by increasing youth provision across the borough

But

It may have a negative impact because data analysis has identified that access to the Youth Buses is limited for disabled young people who are already underrepresented as service users.

Example 3

Following consultation with their large print borrowers, the Library Service is proposing to produce a range of new information leaflets in large print. The policy will have a positive impact for disabled users as supported by the consultation findings

And

It will also benefit other groups, especially older people.

Where you make a judgement what you are impact assessing will have a positive impact (3), then you will be asked to evidence this and indicate the areas of the policy / function that are demonstrating this positive impact.

Once you have completed the scoring exercise, you will arrive at a total score for the policy / function under review. This score will assist the Diversity Team in determining whether any further work is required.

You may find that for some of the diversity strands there is no evidence to identify either a clear positive or negative impact for the policy function. In this case the score will be 2 (neutral impact) but this will indicate that future data collection needs to investigate this area and that subsequent review of the policy may be required.

Based on the score and the responses in other areas, the Diversity Team will consider whether the policy / function is likely to have a negative impact on one or more groups within the diversity strands and will advise on steps to mitigate this adverse impact before the policy can be implemented, or change it as soon as possible if already in place. This will be either by:

- Changing the policy / function or amending the way it is delivered to address stakeholder concerns or issues highlighted by the data or
- Substantiating the aims of the policy / function as originally proposed even when it could affect some people or groups adversely, for example because of the policy's importance to meet the specific needs of particular groups and there is no other way of achieving the aims of the policy. This should only be used when the negative impact of not pursuing the policy would be greater than its amendment or withdrawal. As such it should only be used on rare occasions.

Stage 3 Publication and Monitoring

Once you have completed the EIA form, you will need to complete the summary sheet which gives space to indicate EIA score for the policy / function under review and also detail any remedial action required. You will then need to return the whole form to the Diversity Team diversity@stockton.gov.uk who will consider the assessment and make any suggestions or comments where appropriate. Once the assessment is agreed the summary form will be published on the internet under the Equality and Diversity section of the Council's homepage.

Following completion of the EIA process and even if the function / policy under review scores highly you will need to be conscious of the ongoing monitoring process which includes:

- submitting the Equality Impact Assessment Proforma to the Diversity Team for quality assurance checking and publication
- reviewing the equality impact of the policy / function at least on an annual basis and recording any changes
- reviewing the equality impact of the policy / function if it is amended
- including any remedial actions into Service Improvement Plans where required

It is vital to monitor policies / functions continuously to ensure that they are not having any adverse impact on people across the different diversity strands and to be aware that even if the policy / function doesn't change that the needs of communities which it is designed to serve may well do so.

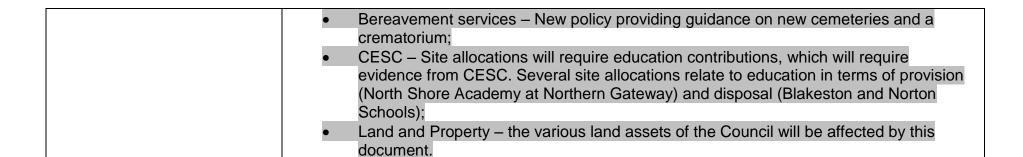


Equality Impact Assessment

Section One: About the Strategy / Policy

Service Group	Service	Section	Lead Officer For EIA		
Development & Neighbourhood Services	Planning Services	Spatial Planning	Rosemary Young		
Support Officer(S) David Ba	ge	EIA Completion Date			
1) Name of policy / function	Regeneration and Environment Local Development Document: Preferred Options Document				
2) Is this new or existing?	The Regeneration and Environment Local Development Document 'Publication Stage is the third version of the production of this document. The next stage of the document is the 'submission' to the Secretary of State (SOS) for Communities and Local Government. It will then be examined by an inspector appointed by the SOS, who will determine whether the document is 'sound' or not, and what level of changes are required. The Council will then adopt the document				
3) What is the overall aim(s) of the policy / function?	This document will form part of the development plan for Stockton Borough. Under the established planning legislation, all planning applications must be determined in accordance with these document, unless other material considerations apply. The LDD document provides site specific allocations for new housing, residential and employment development. In addition, the document designates the boundaries of town centres, the limit of the urban area, important open spaces, conservation areas amongst others.				
4) What are the objectives of the policy / function?	The objectives of the Regeneration and Environment DPD are the same as the 12 objectives in the adopted Core Strategy. These have already been subject to an equality impact assessment.				

5) Who implements this policy / function within Stockton-on-Tees and how?	The Spatial Planning Team is responsible for the production and monitoring of this document. In order to reflect the aspirations of other services within the Council, officers work in partnership with colleagues in other Council departments on relevant policies.					
now:	Implementation of the document is the responsibility of the Development Management and Spatial Planning team, by ensuring that planning applications are determined within the legal framework discussed in point 3. In determining these applications services within the Council will be key consultees.					
	In some instances the policies provide the land use planning justification in the delivery of Council projects. Key services in the delivery of these projects include CESC, Technical Services, Regeneration, and Countryside and Green Space					
6) Are there any partner agencies involved in the delivery of this policy / function? If so, whom?	The site allocations have varying impacts on the strategic highway network, natural environment, historic environment, flooding, utilities providers, and neighbouring local authorities. Bodies are consulted as part of the duty-to-cooperate.					
Tunction: II 50, Whom:	The Council will consult, the Highways Agency, Natural England, RSPB, English Heritage, and the Environment Agency, who are all statutory consultees. In addition the Council will send a copy of the document to all utilities providers that operate in the area and adjacent local authorities.					
	The process of producing both documents involves consultation with these partners who provide input on the strategies in the development plan. In order to be a sound document it is consider that any concerns raised by these partners must be taken in to account.					
7) Are other services affected by this policy / function? If yes which are they?	Where Council services are required to submit planning applications they must have regard to the policies in the Regeneration and Environment LDD. The key services which will be affected are:					
	 Countryside and Green Space – New guidance on open spaces, landscape character and green infrastructure; Technical Services – New policies relating to highways and design, and impact of new development on highway network; Regeneration – New policies relating to town centres and regeneration aspirations; 					
	 Housing Strategy – Site allocations require affordable housing contributions. The Housing Strategy Team's input will be required in any discussions on an applications. 					



Data Review and Analysis

The data analysis should be used to identify who are the actual and potential customers for this policy. And any significant findings across the diversity strands i.e. any data that shows a difference or tells a story about the strand

NATIONALLY COLLECTED DATA e.g. Census 2001, Labour Force Survey etc.

Please list significant findings for age, disability, faith/belief, gender, race, sexual orientation and community cohesion.

The 2011 census identified that the population of the Borough was 191,610, with 94,082 men and 97,528 women. This is a 4.3% growth in the population in comparison to the 2001 mid-year population estimate (183,800 people).

Office for National Statistics (ONS) sub-national population projections with a 2012 base date indicate that based on past trends:

- By 2030 the population of the Borough will increase to 211,000 people, a 10% increase.
- The number of people aged 16 retirement will increase by 6,000 people, mainly because of changes to the state pension age. This will result in a 5% increase in the working age population.
- The number of people aged over 65 will increase by 16,200 people. In 2030, the over 65s will account for 23% of the population compared to 16% in 2012.

The 2011 census identified that 19% of people (36,400) in the Borough had a long-term health problem or disability. Of these 17,677 (9.2% of the population) stated that this limited day-to-day activities a lot. The remainder (18,731) identified that day-to-day activities were limited a little. This is a reduction on the 2001 census which identified 19.9% of the population in this group.

Census (2011) respondents identified their faith as follows:

- Christian: 130,723 people (68.2%) down from 81.6% in 2001;
- Buddhist: 388 people (0.2%) up from 0.1% in 2001
- Hindu: 675 people (0.4%) up from 0.2% in 2001
- Jewish: 94 people
- Muslim: 4,143 people (2.2%) up from 1.4% in 2001
- Sikh: 625 people (0.3%) up from 0.2% in 2001
- Other religion: 382 people (0.2%)
- No religion: 42,910 people (22.4%)
- Religion not stated: 11,670 people (6.1%)

LOCALLY COLLECTED DATA e.g. IPSOS MORI Household Survey, BVPIs, Viewpoint

Please list significant findings for age, disability, faith/belief, gender, race sexual orientation and community cohesion

SERVICE AREA COLLECTED DATA e.g. Comments and Complaints, User Surveys, Evaluation Forms.

Please list significant findings for age, disability, faith/belief, gender, race sexual orientation and community cohesion

Planning for Housing Consultation Responses (2011)

The Spatial Planning Team undertook the 'Planning for Housing' consultation in the summer of 2011. In addition to questions relating to where housing should be delivered, the questionnaire asked a number of questions related to diversity strands.

In total 680 responses were received to the consultation. Summary findings with regard to the age, disability, faith/belief, gender, race, and sexual orientation are set out below:

- Age 359 respondents (50%) did not specify their age. The majority of respondents to the consultation who specified their age were over the age of 40. The age of respondents is broken down as follows:
 - o Up to 20 = 3 people (0.4%)
 - 20 30 = 29 people (4%)
 - \circ 30 40 = 69 people (10%)
 - 0.040 50 = 78 people (11%)
 - 0.50 60 = 80 people (12%)
 - 0.060 70 = 53 people (8%)
 - 0.070 80 = 9 people (1%)
- Disability Twenty one respondents stated that they were disabled. This equates to 3% of respondents. Four-hundred respondents, about 59% of respondents, stated that they were not disabled. The remaining responses preferred not to say or did not know.
- Faith/belief Of the 680 responses 265 stated that they were Christian, which is about 39% of responses. 394 people preferred not to say (58%). People from a Muslim, Jewish or Sikh background accounted for 4 responses (0.6%). People who stated that they were a humanist (1 person), agnostic, atheist or had no religion totalled 13 people, about 2% of the people who responded.
- Gender 267 responses (56%) were from men, 214 (31%) were from women. The remainder preferred not to say. In addition,

365 responses (54%) stated that their gender is the same as when they were born, the remainder of responses preferred not to say.

- Race Four responses (0.5%) of people who responded stated that there origin was either Indian/British, Asian, or they were
 mixed race.
- Sexual orientation 6 people (0.9%) of respondents were gay, lesbian or bisexual. 285 respondents stated that they were heterosexual (42%). The remaining respondents preferred not to say.
- Community cohesion The survey did not ask specific questions which related to community cohesion.

Regeneration and Environment LDD Preferred Options Consultation

The Spatial Planning Team undertook the preferred options consultation on this document in the summer of 2012. The document set out planning policies and site allocations for the Borough and residents views were sought on the document.

In total 333 responses were received to the consultation. A number of these responses were from statutory consultees, developers, and individual letters or emails from residents that did not include diversity information. In total 217 respondents completed the consultation response form or used the consultation page on Survey Monkey.

Summary findings relating to these 217 responses with regard to the age, disability, faith/belief, gender, race, and sexual orientation are set out below:

Age – 32 respondents (14.75%) did not specify their age. The majority (75%) of respondents to the consultation who specified
their age were over the age of 40 and under 80. Most of these people (34.1%) were aged 60 - 69. The age of respondents is
broken down as follows:

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\circ Up to 19 = 1 people (0.46%)
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$$\circ$$
 20 – 29 = 4 people (1.84%)

$$\circ$$
 30 – 39 = 12 people (5.53%)

$$50 - 59 = 38$$
 people (17.51%)

$$60 - 69 = 74$$
 people (34.10%)

$$0.5 - 70 - 79 = 26$$
 people (11.98%)

$$0.80 - 89 = 5 \text{ people } (2.3\%)$$

○ Total = 217 people

- Disability Seven respondents stated that they were disabled. This equates to 3% of respondents. One hundred and sixty eight respondents, about 77% of respondents, stated that they were not disabled. The remaining responses preferred not to say.
- Faith/belief Of the 217 responses 131 stated that they were Christian, which is about 60.37% of responses. 40 people preferred not to say (23%). No other specific faith or belief was identified in the consultation, although 2 people stated that they had another belief. About 16% of the respondents (34 people) identified that they had no beliefs, with the remaining 42 people leaving the question blank or preferring not to say.
- Gender 267 responses (56%) were from men, 214 (31%) were from women. The remainder preferred not to say. In addition, 365 responses (54%) stated that their gender is the same as when they were born, the remainder of responses preferred not to say.
- Race One respondent specifically stated that they were from another ethnic background, whilst 28 people preferred not to say
 or left the question blank. The remaining 188 responses identified that the person was white.

The consultation also asked respondents whether they had previously been a member of the armed services. Nineteen people stated that they were, whilst the remaining responses were left blank (141) or preferred not to say (57).

Previous consultations have not included any age, disability, faith, gender, race, sexual orientation or community cohesion questions.

Stage 2 Scoring the Policy

Now that you have all the information available you can move onto scoring the policy for impact:

		s it reduce imination?	like pro equa	it or is it ely to emote ality of rtunity?	good betwe	t promote relations en these oups?	enc partic public acc	oes it ourage ipation in c life and cess to ouncil vices?	positive and in	t promote e attitudes nages to it groups?	Total Score for strand
Age	2		3		2		3		2		13
Disability	2		3		3		3		2		13
Faith/Belief	2		2		2		2		2		10
Gender	2		2		2		2		2		10
Race	2		2		2		2		2		10
Sexual Orientation	2		2		2		2		2		10
Community Cohesion	2		3		2		3		2		12
									Total S	core	77

Scoring System:

- Score 3 if the policy has a positive effect
- Score 2 if the policy has a neutral effect
- Score 1 if the policy has a negative effect
- If a score has been awarded due to lack of data rather than anticipated effect please indicate by using the check box

Evidencing the Score - Positive impact scores (3) should be evidenced in the table below. This is not a repeat of the data in the review and analysis section but a demonstration of how the policy or strategy is having a positive impact. For example, if there is a specific section in a document that sets out what you are trying to achieve, please reference here.

Reference / Source / Justification for the score			
Effect will be positive			
Various sections of the document have a positive impact on the age diversity strand. The Town Centres section of the document promotes town centre uses in the most accessible places for public transport, whilst encouraging small-scale facilities in neighbourhood centres and villages, which meet a local need. The document also protects open spaces and community facilities. This means that retail and community facilities should be accessible to all people regardless of age.			
Housing policies look to meet the aspirations of older people. Policy H41 deals with the housing mix of sites, this supports proposals for 2 and 3 bedroom bungalows throughout the Borough. Care Homes in Policy H41, this looks to provide care home facilities which meet the aspirations of older people.			
Effect will be positive			
As above, development is directed to town centre locations to provide accessible retail and community services.			
Policy H41 of the document supports proposals that address the requirements of vulnerable and special needs groups where they are consistent with other policies in the document			
The effect will be neutral			
The effect will be neutral.			
The effect will be neutral.			
The effect will be neutral			
Site allocations in the document and the 'Provision of Facilities' chapter promote community facilities. In addition, the Town Centres chapter aims to create vital and viable town centres, an important element of this is encouraging residents to use local shopping facilities.			

Policy PF2 is titled 'Maximise Civic Space for Community Interaction', this relates to improving important open spaces within Town and District Centres.
Policy PF3, which is titled 'Facilities for Ingleby Barwick' safeguards land for a community centre within Ingleby Barwick. This will provide an additional community facility for housing which is currently being built at Ingleby Barwick Village 6.

Equality Impact Assessment Summary

Name of policy / function	Regeneration and Environment Development Plan Document: Publication Document			
Service Group Development and Neighbourhood Services	Service Planning Services	Lead Officer For EIA Rosemary Young		
Support Officer(S) David Bage		EIA Completion Date: December 2014		

Action Plan:

This action plan highlights that will address the issues highlighted in the Equalities Impact Assessment. Longer term issues will be developed into actions within the relevant Service Improvement Plan. They will also be included in the Disability, Gender and Race Action plans that form part of the Council's Single Equality Scheme

Objective - To ensure and objectives.	Policy / Function is being delivered so all residents have equal opportunities to benefit from its aims			
	Key Actions	Who is responsible?	Timescale	

Stage 3 Publication and Monitoring	Published Score
Date of Publication	
Date Set for Review	