

## Equality Impact Analysis Tool

### Conducting an Equality Impact Analysis

An EqIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative or unlikely to have a significant impact on each of the protected characteristic groups.

The tool has been updated to reflect the new public sector equality duty (PSED). The Duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under this Act;**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against the three tenets of the Equality Duty.

## General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Equality Officer for support.
6. If your EqIA does not require you to carry out additional consultation, please omit section 04.
7. Further advice and guidance can be accessed from the separate guidance document ([link](#)), as well as from your service or borough lead:

<p><b>RBKC</b> Corporate Equalities Officer: <a href="mailto:angela.chaudhry@rbkc.gov.uk">angela.chaudhry@rbkc.gov.uk</a> 020 7361 2654</p>
---

## Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2013/14 2Q
Name and details of policy, strategy, function, project, activity, or programme	<p><b>Core Strategy Review: Miscellaneous Matters</b></p> <p>As part of the review of the Core Strategy, existing UDP (Unitary Development Plan) policies are being 'rolled forward' into the Core Strategy, thus bringing all the relevant policies into a single document (and ultimately allowing for the deletion of the entire UDP).</p> <p>These policies will form the basis of decision making when assessing planning applications. The principal topics that are being brought forward relate to:</p> <ul style="list-style-type: none"> <li>• Temporary sleeping accommodation</li> <li>• Diplomatic and allied uses</li> <li>• Off street coach parking facilities</li> <li>• Public transport interchanges</li> <li>• Noise and vibration</li> <li>• Contaminated Land</li> </ul> <p>The policies will be RBKC specific, and therefore have no impact upon LBHF or WCC.</p> <p>The Council considers that the proposal is likely to have a neutral or slight positive impact upon the range of equality issues. As such a full EIA is not considered to be appropriate.</p> <p>The Council will consult on the publication Miscellaneous Matters policies in July 2013. Stakeholders are asked to comment on the 'soundness' of the 'submission' version of the policies. All individuals and stakeholders on the Council's LDF data base will be consulted.</p>
Lead Officers	<p>Name: Jonathan Wade            Position: Planning Policy Team Leader            Email: Jonathan.Wade@rbkc.gov.uk            Telephone No: 02073612127</p>

<b>Lead Borough</b>	Jonathan Wade, RBKC.
<b>Date of completion of final Full EIA</b>	N/A

<b>Section 02</b>	<b>Scoping of Full EIA</b>		
<b>Plan for completion</b>	Timing: Resources:		
<b>Analyse the impact of the policy, strategy, function, project, activity, or programme</b>	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral or negative impact on equality, giving due regard to relevance and proportionality.		
	<b>Protected characteristic</b>	<b>Borough Analysis</b>	<b>Impact:</b> Positive, Negative, Neutral
	Age	<b>RBKC</b> Where age is referred to, it refers to a person belonging to a particular age (eg. 32 year olds) or range of ages (eg. 18-30 year olds).  The proposed update to the Miscellaneous Matters policies within the Borough will not have any particular impact on people of any particular age group.	Neutral
	Disability	<b>RBKC</b> A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.  The proposed update to the majority of the Miscellaneous Matters policies will not have any particular impact on people with disabilities. There may be a benefit to those with a disability from updated policy CT1 (j) which seeks improved interchange facilities between modes of public transport.	Positive
	Gender reassignment	<b>RBKC</b> Gender reassignment is the process of transitioning from one gender to another.  The proposed update to the Miscellaneous Matters policies will not have any	Neutral

		particular impact on people who have undergone gender reassignment. The revisions are not considered relevant to this protected characteristic.	
	Marriage and Civil Partnership	<p><b>RBKC</b> Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.</p> <p>The proposed update to the Miscellaneous Matters policies will not have any particular impact on opportunities for marriage and civil partnership. The revisions are not considered relevant to this protected characteristic.</p>	Neutral
	Pregnancy and maternity	<p><b>RBKC</b> Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.</p> <p>The proposed update to the Miscellaneous Matters policies will not have a significant impact, be this positive or negative of any particular group of people. There may be a low benefit to women who are pregnant or on maternity leave with infant/s from CT1 (j) which seeks improved interchange facilities between modes of public transport.</p>	Neutral
	Race	<p><b>RBKC</b> Race refers to the protected characteristic of race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.</p> <p>The revisions relate to a range of policies which ultimately seek to help achieve the NPPF's objective creating of mixed and balanced communities. The updated policies will help reinforce the local community and should have a low benefit for this protected characteristic.</p>	Neutral
	Religion/belief (including non-belief)	<p><b>RBKC</b> Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in</p>	

		the definition.  As with race above, the revisions relate to a range of policies which ultimately seek to help achieve the NPPF's objective creating of mixed and balanced communities. The updated policies will help reinforce the local community and should have a low benefit for this protected characteristic.	Neutral
	Sex	<b>RBKC</b> Sex means a man or a woman.  The proposed update to the Miscellaneous Matters policies will not have any particular impact on any particular gender. The revisions are not considered relevant to this protected characteristic	Neutral
	Sexual Orientation	<b>RBKC</b> Sexual orientation means whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.  The proposed update to the Miscellaneous Matters policies will not have any particular impact on people with a particular sexual orientation. The revisions are not considered relevant to this protected characteristic.	Neutral
<p><b>Human Rights or Children's Rights</b></p> <p>The policies may have a marginal benefit in relation to Article 27 of Human Rights, through the protection of residential amenity from noise and vibration and the improvement of public transport interchanges.</p>			

<b>Section 03</b>	<b>Analysis of relevant data</b> Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
<b>Documents and data reviewed</b>	

<b>New research</b>	N/A
---------------------	-----

<b>Section 04</b>	<b>Consultation</b>
	Complete this section if you have decided to supplement existing data by carrying out additional consultation.
<b>Consultation in each borough</b>	<p>Consultation was undertaken on the draft policies in December 2012 – January 2013 and again in March -May 2013, in accordance with the Regulations. The document was available on-line. People could submit an on-line response to the consultation or post their response. There was a consultation workshop and other targeted discussions with groups at this stage. We also wrote to people on our Local Development Framework consultation database.</p> <p>We are now consulting on the soundness of the policies (July 2013)</p>
<b>Analysis of consultation outcomes for each borough</b>	There was general support for revising the policies to include the extant UDP policies.

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	<p>There is no direct relevant impact as a result of consultation or data analysis on any of the protected characteristics. The impact of the revisions to each protected characteristic has been presented earlier in section 2.</p> <p>Age: Neutral impact  Disability: Positive  Gender reassignment: Neutral  Marriage and Civil Partnership: Neutral  Pregnancy and Maternity: Neutral  Race: Neutral  Religion/belief (Including non-belief): Neutral  Sex: Neutral  Sexual Orientation: Neutral</p>

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	No adverse impact have been identified.

<b>Section 07</b>	<b>Action Plan</b>												
<b>Action Plan</b>	Note: You will only need to use this section if you have identified actions as a result of your analysis												
	<table border="1"> <thead> <tr> <th>Issue identified</th> <th>Action (s) to be taken</th> <th>When</th> <th>Lead officer and borough</th> <th>Expected outcome</th> <th>Date added to business/service plan</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Issue identified	Action (s) to be taken	When	Lead officer and borough	Expected outcome	Date added to business/service plan						
Issue identified	Action (s) to be taken	When	Lead officer and borough	Expected outcome	Date added to business/service plan								

<b>Section 08</b>	
<b>Chief Officers' sign-off</b>	Name: Jonathan Bore Position: Executive Director for Planning and Borough Development Email: jonathan.bore@rbkc.gov.uk Telephone No: 020 7361 3012
<b>Key Decision Report (if relevant)</b>	Key equalities issues have been included: Yes
<b>Lead Equality Manager (where involved)</b>	Name: Position: Date advice / guidance given: Email: Telephone No:

**Please ensure that a final version of your EqIA is sent to the Equalities Officer, Angela Chaudhry, so that it can be published on our intranet**