

Chelmsford City Council Equality Analysis

This form enables an assessment of the impact a policy, strategy or activity on customers and employees.

A: Assessor Details	
Name of policy / function(s):	Local Plan
Officer(s) completing this assessment:	Gemma Nicholson and Claire Stuckey
Date of assessment:	February 2020 (updated May 2020)

May 2020 Update: Please note this document and consultation concluded before the current Covid-19 outbreak and social distancing restrictions were in place. Whilst the Council may not be able to continue to follow all the commitments set out in this document, appropriate alternative consultations methods would be identified as needed in the future to reflect any current limitations on access and meetings. This document should be read alongside the adopted Statement of Community Involvement (SCI) and any updates published to the SCI which reflect current Government guidance. Local Plan documentation will be made available for inspection at main Council offices only when it is safe and practically possible. For further information about how Council services are affected, please visit www.chelmsford.gov.uk/coronavirus

B: Summary Details	
Description of policy, strategy or activity and what it is aiming to do	<p>The Equality Impact Assessment for the Local Development Framework (LDF) 2001-2021 was undertaken in 2012 and remains in place. The previously adopted LDF comprised 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 delivered sustainable development across Chelmsford City Council's Area.</p> <p>A new Local Plan has been prepared to guide growth and development in the longer-term. The Local Plan provides the Council's vision, objectives and Spatial Strategy for the period up to</p>

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	<p>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 previously adopted LDF.</p> <p>The Local Plan outlines to users the scale and distribution of future development, growth and change to 2036. It also ensures 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, was reviewed in 2017 and is now being reviewed again to ensure it reflects the most up to date information, the progress of the Local Plan and ensure that on adoption of the Local Plan any potential impacts have been taken into account.</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>Policy Owner (service)</p>	<p>Planning Policy, Sustainable Communities</p>
<p>Scope: Internal - Service/Directorate/Council wide External – specify community groups</p>	<p>The Local Plan will replace the adopted LDF and set out the spatial strategy for future growth and development up to 2036. The Local Plan is a statutory document and covers the whole of the administrative area of Chelmsford.</p> <p>The City Council continues to work in partnership with a range of other public and private organisations and agencies to progress, deliver and monitor the Local Plan. These include Essex County Council, developers, Parish Councils, utility providers and service providers.</p> <p>The Local Plan integrates 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>

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	<p>In order to achieve the greatest sustainable development benefits for the area, the Local Plan seeks to deliver the homes, jobs, shops, services and infrastructure it needs, whilst conserving its historic environment, maintaining safe and inclusive communities and adapting to climate change.</p> <p>The Local Plan has also been 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 which have been carried out in accordance with the Council's SCI. The adoption of the Local Plan will also be accompanied by a Sustainability Appraisal adoption statement.</p> <p>The Council's Authority Monitoring Report will continue to measure the progress of the Local Plan implementation. Reports will also be presented, when appropriate, to Council Committees such as Supplementary Planning Documents and masterplans.</p>
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C: 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, could adversely impact or if there is no impact. If an adverse impact, indicate how the impact will be mitigated.

Characteristic	Positive impact	Could adversely impact	No impact	How different groups could be affected	Actions to reduce negative or increase positive impact
Age What will the impact be on different age groups such as younger or older people?	The Local Plan seeks to support sustainable development			The Local Plan seeks to improve access to services and facilities such as housing, jobs, schools and shops. This approach will	Age may be a factor when encouraging engagement in the Local Plan process. It is important to continue to ensure consultation and engagement is

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Characteristic	Positive impact	Could adversely impact	No impact	How different groups could be affected	Actions to reduce negative or increase positive impact
	<p>and communities in line with Government guidance.</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>continue on from the LDF and benefit people of different age groups. Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.</p>	<p>open, inclusive, accessible and effective to 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 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>
<p>Disability Consider all disabilities such as hearing loss, dyslexia etc as well</p>	<p>The Local Plan seeks to support</p>			<p>The Local Plan seeks to improve access to services and facilities such as</p>	<p>A range of factors are relevant when encouraging engagement in the Local Plan. It is important</p>

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Characteristic	Positive impact	Could adversely impact	No impact	How different groups could be affected	Actions to reduce negative or increase positive impact
<p>as access issues for wheelchair users where appropriate</p>	<p>sustainable development and communities in line with Government guidance. 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</p>			<p>housing, jobs, schools and shops. This approach will continue on from the LDF and benefit people with a disability.</p>	<p>to continue to ensure consultation and engagement is open, inclusive, accessible and effective for all groups as required 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; making the most of innovative techniques and technology.</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>

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Characteristic	Positive impact	Could adversely impact	No impact	How different groups could be affected	Actions to reduce negative or increase positive impact
	development through the provision of new/ improved infrastructure. This will benefit all groups.				Staff have undertaken equality/diversity awareness training.
Pregnancy and maternity Pregnant women and new and breastfeeding Mums	The Local Plan seeks to support sustainable development and communities in line with Government guidance. Throughout the Local Plan process the community at large are invited to have their say on the plan			The Local Plan seeks to improve access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF and all benefit people.	Staff have undertaken equality/diversity awareness training.

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	<p>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>Marriage or Civil Partnership Could this policy discriminate on the grounds of marriage or civil partnership</p>	<p>As above</p>			<p>As above</p>	<p>As above</p>

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<p>Sex Is the service used by more than one gender and are the sexes given equal opportunity?</p>	<p>The Local Plan seeks to support sustainable development and communities in line with Government guidance. 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</p>			<p>The Local Plan seeks to improve 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.</p>	<p>Staff have undertaken equality/diversity awareness training.</p>

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	support growth and sustainable development through the provision of new/ improved infrastructure. This will benefit all groups.				
Gender reassignment Is there an impact on people who are going through or who have completed Gender Reassignment?	As above			As above	Staff have undertaken equality/diversity awareness training
Religion or belief Includes not having religion or belief	The Local Plan seeks to support sustainable development and communities in line with Government guidance.			The Local Plan seeks to improve 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.	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 Council's Consultation and Engagement Strategy e.g.

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	<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>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>working with groups that represent the interests of different groups and ensuring consultation events are held at convenient times and in accessible locations; making the most of innovative techniques and technology. Staff have undertaken equality/diversity awareness training.</p>
<p>Sexual Orientation What is the impact on heterosexual, lesbian, gay or bisexual people?</p>	<p>The Local Plan seeks to support sustainable development and communities in line with</p>			<p>The Local Plan seeks to improve 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.</p>	<p>Staff have undertaken equality/diversity awareness training.</p>

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	<p>Government guidance.</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>			Throughout the Local Plan process the community at large are invited to have their say on the plan and its proposals.	
<p>Race Includes ethnic or national origins</p>	The Local Plan seeks to support sustainable development and			The Local Plan seeks to improve access to services and facilities such as housing, jobs, schools and shops. This approach will continue on from the LDF	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

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	<p>communities in line with Government guidance.</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>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>effective for all groups as required 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; making the most of innovative techniques and technology.</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>Are there any other groups who could find it difficult to access or</p>					<p>A range of factors are relevant when encouraging engagement</p>

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<p>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>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; making the most of innovative techniques and technology.</p> <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</p>

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					<p>request for those who may be housebound.</p> <p>Staff have undertaken equality/diversity awareness training.</p>

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D: 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.	<p><u>Consultation/engagement</u> What consultation or engagement has been undertaken regarding this policy? <i>[If yes, please summarise what, when, who was involved and key findings]</i></p>	<p>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 revised Local Development Scheme including the Local Plan timetable was adopted in October 2017. A further Pre-Submission consultation took place in January to March 2018 and the Plan submitted to the Secretary in June 2018. The Local Plan Examination hearing sessions took place in November/December 2018, with the Main Modifications published for consultation in August 2019.</p> <p>The Council has published Feedback Reports after each formal consultation period to summarise the main issues raised in comments and how they have been used. These are all documented as part of the evidence base and were reviewed by the Planning Inspector.</p>
2.	<p><u>Data/Information</u> What relevant data or information is currently available about the customers and employees who may use this service or could be affected by this policy? <i>[For example: equality monitoring, surveys, demographic data, research, evidence about demand/ take-up/satisfaction etc].</i></p> <p>What additional information could be collected which would increase your understanding about the potential impact of the policy? <i>What involvement or consultation with affected groups is still needed?</i></p>	<p>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.</p> <p>The Local Plan has been 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 has been 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/ Consultation feedback documents also form part of the Local Plan evidence base.</p> <p>The consultations and engagement exercises that have been undertaken during the preparation of the Local Plan has provided information on how policies and proposals will</p>

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		<p>impact on customers. These consultation events were used to inform decisions the plans preparation. The Council has published Feedback Reports after each formal consultation period to summarise the main issues raised in comments and how they have been used and been made available online.</p> <p>Any concerns, queries or informal complaints about how we prepare the Local Plan have been dealt with at the time. Where appropriate, this has led to changes/improvements.</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.</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>
<p>3.</p>	<p><i>For existing policies only:</i> What has changed since the last assessment? <i>[For example: evidence of public concern or complaints / new information has come to light / changes in service provision / changes in service users etc]</i></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 and reviewed again in 2017.</p> <p>As stated above three formal stages of plan making and the Local Plan Examination have been undertaken and therefore the EIA has been reviewed in light of the progress made on the Local Plan and to undertake the assessment ahead of adoption of the Local Plan.</p>

E: Relevance to the Equality Duty Aims:

Consider how the policy relates to the aims below (directly or indirectly), and if it could be adjusted to further meet these equality aims.

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1.	<p>To eliminate unlawful discrimination, harassment and victimisation</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 are 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>
2.	<p>To advance equality of opportunity between people who share a protected characteristic and those who do not <i>[This means removing or minimising disadvantages, taking steps to meet needs of different people and encouraging participation. It can involve treating people better than others, e.g. disabled people].</i></p>	<p>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. Consultation events (exhibitions) have been timed and located variably to provide opportunities to a range of people to discuss the consultations with Officers.</p> <p>The Council has undertaken consultations and encouraged participation on the Local Plan in accordance with the Council’s SCI and Duty to Co-operate Strategy.</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 during the Local Plan preparation 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>

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3.	<p>To foster good relations between those who share a protected characteristic and those who do not. If so, how? <i>[This means promoting understanding between different groups and tackling prejudice].</i></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 helps to promote greater understanding between different groups and encourage good community relations.</p> <p>Information on the Local Plan has been made available to Chelmsford residents, landowners, developers and businesses throughout the plan's preparation. All groups are provided with opportunities to get involved and have their say on draft plans and proposals and are notified at formal stages of the process. 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 all 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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F: Conclusion	
Decision:	Explanation:
<p><input checked="" type="checkbox"/> Continue the policy with no changes <i>[For example: evidence suggests no potential for discrimination / all opportunities have been taken to advance equality.]</i></p>	<p>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 future consultation approaches and activities on the review of the Local Plan. It is considered that all opportunities will be taken to advance equality through the Local Plan and future reviews.</p>
<p><input type="checkbox"/> Continue the policy with adjustments</p>	

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<p><i>[For example: Low risk of negative impact / actions or adjustments would further improve positives or remove a potential negative impact.]</i></p>	
<p><input type="checkbox"/> Adverse impact but continue <i>[For example: Negative impact has been objectively justified.]</i></p>	
<p><input type="checkbox"/> Suspend or withdraw the policy for further review / consideration of alternative proposals <i>[For example: High risk of negative impact for any group / insufficient evidence / need to involve or consult with protected groups / negative impact which cannot be mitigated or justified / unlawful discrimination etc.]</i></p>	

Approved by:

Lead Officer / Responsible officer: ... *Claire Stuckey*.....Date: 23/02/2020

Senior Manager: ...*David Green*Date: 26/02/2020

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