



Public Document Pack

Cambridge City Council

EQUALITIES PANEL

To: Councillors: Brown, Marchant-Daisley, Shah, Walker

Public Members: Graham Lewis, Nicky Wrigley, Bintou Niangane, Norah Al-Ani

Staff Members: Bridget Keady, Nacer Dali, Christine Leonard, Jackie Hanson

Officers – Liz Bisset (Chair), James Goddard, Alison Kemp, Deborah Simpson, Trevor Woollams

Despatched: Friday, 12 November 2010

Date: Monday, 22 November 2010

Time: 4.00 pm

Venue: Browns Field Community Centre, 31a Green End Road, Cambridge

Contact: James Goddard **Direct Dial:** 01223 457015

AGENDA

1 WELCOME, INTRODUCTIONS AND APOLOGIES

Attendance and apologies

2 DECLARATIONS OF INTEREST

3 MINUTES OF 14 JUNE 2010 MEETING AND MATTERS ARISING (*Pages 1 - 6*)

4 REVISED TERMS OF REFERENCE (*Pages 7 - 8*)

5 EQUALITIES IMPACT ASSESSMENTS - HOUSING/PLANNING

- Older People's Housing Strategy – Helen Reed
- Mill Lane Development – Joanna Gilbert-Wooldridge
- Local Nature Reserves and the Nature Strategy – Guy Belcher

5a Older People's Housing Strategy (*Pages 9 - 46*)
Older People's Housing Strategy – Helen Reed

5b Mill Lane Development (*Pages 47 - 88*)
Mill Lane Development – Joanna Gilbert-Wooldridge

Additional information can be found using the following link:

<http://www.cambridge.gov.uk/ccm/content/planning-and-building-control/planning-policy/local-development-framework/old-press-mill-lane-supplementary-planning-document.en>

5c Local Nature Reserves and the Nature Strategy (*Pages 89 - 108*)
Local Nature Reserves and the Nature Strategy – Guy Belcher

6 EQUALITY ACT 2010 - BRIEFING NOTE ON PROVISIONS IN FORCE FROM 1 OCTOBER 2010 (*Pages 109 - 114*)

7 DIVERSITY PEER REVIEW

Oral update

8 UP-DATED COMPREHENSIVE EQUALITIES AND DIVERSITY POLICY AND VALUE STATEMENT OCTOBER 2010 (*Pages 115 - 124*)

9 ANNUAL EQUALITIES REVIEW 2010 AND EQUALITIES ACTION PLAN 2010-2011 (*Pages 125 - 128*)

The Annual Equalities Review can be found via the following link:

<http://www.cambridge.gov.uk/public/docs/Annual%20Equalities%20Review%202010.pdf>

(*Pages 125 - 128*)

10 CAMBRIDGESHIRE INEQUALITIES CHARTER

Document to be tabled.

11 DATE OF NEXT MEETING

Proposed future dates are:

- 20 June 2011

- 21 November 2011

Information for the public

Public attendance

You are welcome to attend this meeting as an observer, although it will be necessary to ask you to leave the room during the discussion of matters which are described as confidential.

Public Speaking

You can ask questions on an issue included on either agenda above, or on an issue which is within this committee's powers. Questions can only be asked during the slot on the agenda for this at the beginning of the meeting, not later on when an issue is under discussion by the committee.

If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

Filming, recording and photography at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

Fire Alarm

In the event of the fire alarm sounding (which is a continuous ringing sound), you should pick up your possessions and leave the building by the route you came in. Once clear of the building, you should assemble on the pavement opposite the main entrance to the Guildhall and await further instructions. If your escape route or the assembly area is unsafe, you will be directed to safe areas by a member of Cambridge City Council staff.

EQUALITIES PANEL

14 June 2010
3.30 - 5.10 pm

Present:

Chair – Toni Ainley

Councillors - Gail Marchant-Daisley and Lucy Walker

Public Members – Graham Lewis, Nicky Wrigley, Bintou Niangane, Norah Al-Ani

Staff Members – Jackie Hanson (Community Development Operations Manager), Bridget Keady (Strategy Officer) and Christine Leonard (Policy and Projects Support Manger)

Officers – Vicki Davidson (Organisational Development Manager), James Goddard (Committee Manager), Anette Grindsted (HR Diversity Adviser), Alison Kemp (Performance Manager), Elaine Midgley (Arts Development Manager), Helen Reed (Housing Strategy Manager), Deborah Simpson (Head of Human Resources) and Trevor Woollams (Head of Strategy & Partnerships)

FOR THE INFORMATION OF THE COUNCIL

1 Welcome and Introductions

Introductions took place and the Chair welcomed all those present, particularly new members.

Sigrid Fisher, Miriam Lynn, Paula Rae and Julie Smith have left the Panel.

Apologies were received from:

- Councillor Sarah Brown
- Public Member Norah Al-Ani
- Staff Member Nacer Dali (Housing Officer)

Councillors made no declarations of interest.

2 Minutes of 23 November 2009 Meeting and Matters Arising

The minutes of the meeting of 23 November 2009 were confirmed as a correct record.

Anette Grindsted is running two workshops concerning this in July 2010. **Deborah Simpson to liaise with Anette Grindsted concerning hidden disability training.**

Bridget Keady asked if statements could be added to the bottom of Council report templates to acknowledge that EqIAs have been undertaken. **Trevor Woollams to review EQIA sign off text on Council report templates.**

3 Equalities Panel Terms of Reference

The Equalities Panel reviewed terms of reference to discuss, reaffirm and sign off.

Action Point: Alison Kemp to revise Equalities Panel terms of reference and circulate for comment by Panel.

The Panel asked for general equalities issues to be circulated to Panel members for comment and sign off in future. **Equalities Impact Assessment Programme**

Elaine Midgley gave a verbal update on EqIAs she had undertaken as examples of how they could be undertaken. Example documents were circulated for reference. These covered Cambridge Corn Exchange and Guildhall Halls as venues, plus Arts and Entertainment Section Events.

A team of five undertook each EqIA. The template was adapted to ensure it was user friendly. EqIAs covered:

- Stakeholders
- Evidence/performance data.
- Analysis of performance data such as age, or disability to be considered by venue.
- Identifying solutions to issues identified through analysis of performance data.
- Sourcing/gathering of additional information to overcome issues identified above.
- Development of action plans (short term and post six months):
 - Issues identified.
 - Actions to overcome.
 - Lead officer.
 - Completion date.

EqlAs will be raised to discuss and monitor at quarterly team meetings to ensure they are continuously reviewed and updated. A debrief is held after events to review learning points such as disabled parking.

Vicki Davidson signposted Papworth Trust as a training provider for mental health training as part of disability training.

Trevor Woollams sourced Panel feedback on services to be EqlA reviewed. **Action Point: Trevor Woollams to circulate potential list of services to be EqlA reviewed for comment by Panel.**

Alison Kemp said the EqlA template would be finalised in summer 2010 once Independent Living Services have undertaken an EqlA and commented on their experience. The final template will be published on the Council website. **Accommodation for Gypsies and Travellers - The City's Approach**

Helen Reed gave a presentation to the Equalities Panel on housing Gypsies and Travellers in Cambridge.

Issues for Gypsies and Travellers:

- Lower life expectancy than the settled community.
- Higher child mortality.
- Higher levels of mental health problems – stress and anxiety.
- Lower educational achievement at all Key Stages.
- Discrimination and harassment.
- Importance of good quality settled accommodation.

Regional targets for Traveller site provision in the City, set through the East of England Plan (Regional Spatial Strategy) have now been abolished by the new Coalition Government.

A cross-party Traveller Steering Group is in place to steer the Council's work in relation to Gypsies and Travellers, and will need to agree how to move the work forward. One of the pieces of work being carried out is to help overcome prejudices and knowledge gaps within the community, and a 'myth-busting' leaflet for the Council's website is being developed.

The Conservative Party's Green Paper 'Open Source Planning' published prior to the election, indicated that local authorities should still be responsible for site provision in their areas. Also where appropriate provision has been made, a Conservative Government would strengthen powers for Councils to move on illegal or unauthorised sites/camps. To what extent this is taken forward by the Coalition Government remains to be seen.

Lucy Walker asked how the land search issue was being moved forward. Helen Reed said Council owned housing land had been reviewed but found

unsuitable, an initial search of County Council owned land had also been carried out. Since then, officers have been working on some Site Assessment criteria to judge the suitability of pieces of land. Further land searches are planned once the Site Assessment Guide has been drawn up, although how this moves forward will be an issue for the Traveller Steering Group.

Alison Kemp queried timescales for identifying sites. Helen Reed said this depended on a review of Central Government planning policy, and the results of a review of the Cambridge Sub-regional Gypsy and Traveller Needs Assessment which is due to be reviewed in summer 2010. The Council will then need to ascertain where Traveller provision within the City sits within its list of priorities, and whether to seek sites for transit or permanent pitches. Progress will also depend on availability of capital funding; there is no further Central Government funding for Traveller sites during 2010 – 2011 and the funding position post 2011 is yet to be confirmed.

The City Council would aim to work jointly with South Cambs DC on site provision, and will be working with other authorities across the county to understand and meet the wider needs of Travellers.

Equalities Act Key Summary

Alison Kemp introduced the report concerning Equalities Act Key Summary.

The Equality Act received Royal Assent on 8 April 2010. The main parts of the Act are due to come into force in October 2010, with full implementation by April 2012.

The Act brings together all the existing strands of equality and discrimination legislation, with the aim of clarifying existing law, extending it to cover some anomalies in existing discrimination law, and creating a stronger set of obligations on public bodies to promote equality.

Alison Kemp said the Conservative Party supported the Act, but information was unavailable on parts and timescales for implementation. The Coalition Government's priority is reducing the budget deficit.

Act key points:

- Enlarges the range of protected characteristics in the previous Act from six to nine.
- Move to focus on equality of opportunity (income, class and access to services) and away from gender, race etc.

- The Act tries to equalise various Equalities Acts through prohibited behaviour.
- There is a specific public sector duty provision, with particular reference on socio-economic duty.

Delegates noted a typographical error in the report circulated at the meeting listing 2010 instead of 2012 re: age protection in workplace, section 5, item 6 report.

Protected characteristics should be put in EqlAs to bring them in line with the Act.

Trevor Woollams observed the City Council has done all it can to facilitate work through the Single Equalities Statement.

The Equality Panel unanimously noted the provisions under the Act and in particular those that will impact on or require action by the City Council and its partner organisations.

7 Equality Measures in the Coalition Programme for Government

Alison Kemp introduced the report concerning Coalition Programme for Equality Measures.

The Coalition Programme for Government was published on 20 May 2010. It sets out commitments across the equalities agenda and will form the basis of work that the Government Equalities Office will now take forward.

Trevor Woollams said that equality issues remain a priority for the Council.

Bintou Niangane queried “using relationships with other countries to push for unequivocal support for gay rights and for UK civil partnerships to be recognised internationally”. Graham Lewis said that other countries do not always treat civil partnerships on a par with marriage. The Act seeks to gain this recognition. Trevor Woollams added the Council would aim to facilitate the intentions of the Act through good practice.

The Equality Panel unanimously noted those aspects of the Coalition Programme that will have implications for the City Council and its partner organisations.

Exclusion of the Public

Before considering the next item on the agenda, the Equalities Panel is recommended to exclude members of the public from the meeting on the grounds that, if they were present, there would be disclosure to them of

information defined as exempt from publication by Category 2 as defined in the Local Government (Access to Information) (Variation) Order 2006.

8 Human Resources Report / Monitoring Data

Anette Grindsted updated the Panel concerning an annual update on diversity work and equality monitoring in employment as set out in the confidential report 'Equality in Employment – Annual Progress Report, April 09 – March 10'. This concerned:

- Workforce profile - employee numbers and targets.
- Recruitment and monitoring.
- Training.
- Disciplinary, capability, grievance and redundancy.
- Starters.
- Leavers.
- Pay profile.

Exit questionnaires are available to ascertain reasons for staff leaving, but not all leavers take up the opportunity. The format has been changed to get more specific information than the previous multi-choice format.

The meeting ended at 5.10 pm

CHAIR

TERMS OF REFERENCE

- a) To monitor the Council's progress against the implementation of the Council's Single Equality Scheme
- b) To monitor any relevant national and local performance indicators and the Council's progress against the Equality Framework for Local Government (EFLG)
- c) To monitor the Council's progress against the implementation of present and future equalities legislation
- d) To evaluate the equalities implications for the Council of the results of Council consultation
- e) To help communities directly affected by equalities issues become more fully engaged in the work of the Council through, for example, participation in Diversity Forum events.

PRINCIPLES AND OBJECTIVES

The Panel will support Council-led initiatives that:

- * Play a leading role in the promotion of equalities and diversity
- * Celebrate the diversity of lifestyles, faiths and cultures of the local population
- * Respect and value differences
- * Challenge and aim to eradicate discrimination
- * Encourage the identification and sharing of good practice
- * Establish networks and joint/partnership working internally and externally
- * Develop and implement positive action to achieve cultural change
- * Improve workforce representation in recruitment, training and promotion
- * Promote positive relations and tolerance in the workplace and community

Focus on the equality target groups:

- * Black and Minority Ethnic communities, including Gypsies/Travellers, refugees and asylum seekers
- * Women and transgendered people
- * Disabled people
- * Lesbian, gay and bisexual people
- * Older people
- * Children and young people
- * Faith or belief groups
- * Low income groups

and the protected characteristics of:

- * Marriage and civil partnership
- * Pregnancy and maternity

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Cambridge City Council

Equality Impact Assessment

What is this template for?

Completing this template will help you to think about what the impact of existing or new strategies, policies, plans, projects, contracts, major changes in services or decisions may be on service users, residents and staff. It will help you to deliver better services by making sure that, as far as possible, they reflect the needs of all our citizens, and of our staff.

When do I need to do an Equality Impact Assessment?

You only need to do an Equality Impact Assessment if your strategy, policy, plan, project, contract, major change in service or decision is **relevant** to equality. The 'relevance test' in the General Guidance notes will help you to decide whether your activity is relevant to equality. The assessment is now a single stage rather than a three stage process as previously.

How do I use the template?

The template is easy to use. You do not need to have specialist 'equalities' knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes to help you complete this template, which you can refer to. You can also get advice from Paula Rae Strategy Officer, on 01223 457064 or email paula.rae@cambridge.gov.uk or from your departmental Equalities Link Officer.

Equality Impact Assessment

General Information		
1.	Title of strategy, policy, plan, project, contract, major change in service or decision:	OLDER PEOPLE'S HOUSING STRATEGY 2009-2014 (ACTION PLAN)
2.	What is the objective or purpose of the strategy, policy, plan, project, contract, major change in service or decision?	To provide the strategic direction and an action plan for older people's housing services. The Strategy and Action Plan are available at: http://www.cambridge.gov.uk/ccm/content/housing/housing-strategy-and-research/housing-and-related-strategies.en
Page 10	Who will be affected by this strategy, policy, plan, project, contract, major changes in services or decision? <i>(Please tick those that apply)</i>	<input checked="" type="checkbox"/> Residents <input type="checkbox"/> Visitors <input type="checkbox"/> Staff
		A specific client group or groups (please state): Older People
4.	What type of strategy, policy, plan, project, contract, major change in service or decision is this? <i>(Please tick)</i>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Revised <input type="checkbox"/> Existing

5.	Responsible department, section, service manager and Head of Service.	<p>Department: Community Services</p> <p>Section: Housing Strategy</p> <p>Service Manager: Helen Reed, Housing Strategy Manager</p> <p>Head of Service: Alan Carter, Head of Strategic Housing Services</p>
6.	Are other departments or partners involved in delivering this strategy, policy, plan, project, contract, major change in service or decision?	<p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes (please give details):</p> <p>Other departments: Customer and Community Services, and Environment</p> <p>Partners: Supporting People, NHS Cambridgeshire, Age Concern, Registered Social Landlords, private developers, Decent Homes contractors, home energy contractors and partners, Community Safety Partnership, Strategic Housing Market Assessment Project Team, Home-Link Partnership, Extra Care Commissioning Group, homelessness service partners, Learning Disability Partnership, Mental Health Trust, BME and Faith Groups.</p>

Gathering Performance Data

- | | | |
|----|---|--|
| 7. | How do you (or how will you) monitor the impact of the strategy, policy, plan, project, contract, major change in service or decision?
<i>(Please tick any that apply)</i> | <ul style="list-style-type: none"><input checked="" type="checkbox"/> Performance indicators/targets<input type="checkbox"/> Benchmarking with other organisations<input checked="" type="checkbox"/> User satisfaction survey results<input checked="" type="checkbox"/> Consultation results<input type="checkbox"/> Complaints information<input type="checkbox"/> Freedom of Information requests<input checked="" type="checkbox"/> Service uptake data<input checked="" type="checkbox"/> External verification e.g. inspection results, views of organisations representing equalities groups<input type="checkbox"/> Staff survey results<input checked="" type="checkbox"/> Workforce monitoring data<input type="checkbox"/> Partnership consultation<input type="checkbox"/> Other (please state:)<input type="checkbox"/> None |
|----|---|--|

8.	Which of the equalities groups does this monitoring data relate to? <i>(Please tick any that are relevant)</i>	<input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Disability <input checked="" type="checkbox"/> Gender/transgender <i>(inc gender re-assignment, pregnancy and maternity)</i> <input type="checkbox"/> Marriage and Civil Partnership <input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Religion/belief <input checked="" type="checkbox"/> Sexual orientation <input type="checkbox"/> None	Other factors that may lead to inequality e.g. social class, income, children in care, ex-offenders <i>(please state):</i>
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Analysing Performance Data

9.			Same impact	Not same impact	Positive / Negative	Insufficient evidence
	Using the monitoring information that you have, please indicate if the impact of the strategy, policy, plan, project, contract, major change in service or decision is the same for the equalities groups as it is for the population or the workforce as a whole.	Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Gender/transgender <i>(inc gender re-assignment, pregnancy and maternity)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Religion/belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	<p>Sexual orientation</p> <p>Other factors that may lead to inequality (please state):</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>None</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>Equalities Group</p>	<p>What the potential negative impact is</p>	<p>Evidence of potential negative impact if there is any.</p>		

<p>10.</p>	<p>List and explain any negative impacts identified in Qu 9. State which equalities group is affected, what the negative impact is and give details of any evidence of this impact e.g. document titles, web links.</p> <p>If you have no evidence of the negative impact but believe it may exist, please say so.</p>	<p>Age. (Actions 4,5& 6 :Use of Home-Link system to advertise disabled adapted properties and other specialist housing)</p> <p>Age. (Action 13 Reviewing the need for sheltered housing)</p> <p>Age, Disability and Race/Ethnicity. (Actions 22,23,24,25 Energy efficiency measures)</p> <p>Age. (Action 39, Review underoccupation scheme)</p> <p>Disability and Race/Ethnicity. (Actions 17 & 50 monitor take up of grants and loans and review Home Improvement Agency)</p> <p>Religion/Belief (Action 7, Handyperson scheme)</p> <p>CONTINUED ON SEPARATE PAGE ATTACHED</p>	<p>Some older people may not be able to access web-based system</p> <p>Some older people may lose sheltered housing support.</p> <p>Some older people, those with sensory impairment or language difficulties may not understand new technologies.</p> <p>May affect younger people's ability to access family sized accommodation.</p> <p>Hard to reach groups may not know about the service</p> <p>Providers may lack understanding of religious/cultural issues when entering people's homes</p>	
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11.	<p>Are or will people from equalities groups take up services associated with the strategy, policy, plan, project, service, contract, major change in service or decision at the same rate as the population or the workforce as a whole?</p> <p><i>(Please tick)</i></p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Insufficient evidence</p>	<p>If no, please provide details....</p> <p>The Strategy is aimed specifically at older people, so in some cases services are available only or mainly to them. However, some actions will also benefit other groups - eg younger disabled people will benefit from improvements to the Home Improvement Agency Service, younger people will benefit from policies to free up empty family sized homes, people of all groups should benefit from provision of appropriate community facilities in new developments, etc.</p> <p>There is a specific chapter in the Strategy entitled 'Meeting Diversity' which details some of the things the Council will be doing to meet the needs of vulnerable people and equalities groups.</p> <p>There are some areas where take-up or benefit could be less amongst some equalities groups if issues are not addressed. - See Action Plan below.</p>
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12.	<p>Is your strategy, policy, plan, project, service, contract, major change in service or decision likely to exclude or disadvantage equalities groups in the longer term?</p> <p><i>(Please tick)</i></p>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Insufficient evidence</p>	<p>If yes, please indicate which groups will be affected and what the impact will be...</p> <p>No - Provided actions in action plan below are taken forward</p>
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Checking Delivery Arrangements

		Yes	No	Insufficient evidence	Reason

13.	Please check the delivery arrangements for the strategy, policy, plan, project, service, contract, major change in service or decision against these criteria: If you answered no to any of the criteria, please explain why, giving details of any legal justification if there is one.....	Are any premises involved accessible to all?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
		Is any ICT software and equipment accessible to all?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
		Is consultation and participation inclusive of all?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
		Are public events and meetings accessible to all?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
		Do public meetings and events avoid conflict with religious events?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A
		Is electronic, web based and paper information accessible for all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Are images and text in documents and publicity campaigns representative of all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Conclusions and Next Steps						
14.	a) The evidence has not identified any disadvantages or negative impacts.	No further action required. Sign off this form and send a copy to Paula Rae, Strategy Officer (Equalities), Strategy and Partnerships paula.rae@cambridge.gov.uk				
	b) The evidence indicates that there are no disadvantages or negative impacts that cannot be easily addressed.	Complete the Action Plan: Section A				

	c) It has not been possible to say whether or not there is a disadvantage or negative impact e.g. there is insufficient evidence.	Go to Question 15
	d) The evidence indicates potential disadvantages or negative impacts that cannot be easily addressed.	Complete Action Plan: Section B

Gathering additional information

Page 20	<p>15. What additional evidence are you going to gather? <i>(Please tick any that apply)</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Advice from experts <input checked="" type="checkbox"/> Demographic profile e.g. Census <input checked="" type="checkbox"/> Existing consultation results <input checked="" type="checkbox"/> Existing user data <input checked="" type="checkbox"/> External verification e.g. expert views of people/organisations representing equality group(s) <input checked="" type="checkbox"/> Local needs analysis e.g Joint Strategic <input checked="" type="checkbox"/> Needs Assessments <input checked="" type="checkbox"/> National best practice information e.g. <input type="checkbox"/> Audit Commission reports <input checked="" type="checkbox"/> New consultation with a specific equality group(s) <input checked="" type="checkbox"/> Research reports <input checked="" type="checkbox"/> Relevant staff group expertise 	<p><i>Other (please state):</i></p>
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16.	If you have any additional comments please add them here.	
Completion		
Page 21	17. Name and job title of assessment lead officer	Helen Reed
	Date of completion	October 2010
	Names of other assessment team members and people consulted	Assessment Team: Catherine Buckle, Bridget Keady Consulted: Dee Irving, Alan Carter, Sue Simms, Julian Adams, Sally-Jane Williams, David Greening, Bob Hadfield, Robert Hollingsworth, Yvonne O'Donnell, Selwyn Anderson, Justin Smith, Sam Griggs, Andrew Latchem, Lynda Kilkelly, Sue Dellar, Sarah Lyons, Frances Swann, Diane Docherty
	Date of next review of the EqIA <i>This should be within three years of the date of completion of the original EqIA.</i>	April 2013

Note: when completed a copy of this form should be saved with the relevant strategy, plan, policy, project, contract, major change in service or decision and an electronic copy sent to **Paula Rae, Strategy Officer (Equalities) in Strategy and Partnerships.**

ACTION PLAN

Equality Impact Assessment Title: Older People's Housing Strategy Action Plan

Date: October 2010.....

Section A

Disadvantages or Negative Impacts that can be easily addressed i.e. within the next six months

Equality Group	Details of possible disadvantage or negative impact	Action to be taken to address the disadvantage or negative impact	Officer responsible for progressing the action	Date action to be completed by

Age	Actions 4,5 & 6: (Use of Home Link system to advertise disabled adapted properties and other specialist housing). Potential negative impact on older people who may not be able to access the web-based system	Home Link Access Strategy is being developed to ensure vulnerable groups can access the service	David Greening	
	Action 13 (Reviewing the need for sheltered housing)	Work with Supporting People to ensure floating support is available to those who need it	Helen Reed/ Sally-Jane Williams	Mar 2012
	Actions 22,23,24,25 (Energy efficiency measures)	Take measures to ensure that each recipient of energy efficiency works are able to understand how the new technologies work	Sam Griggs/ Justin Smith	Dec 2014
	Action 39 (Review Underoccupation Scheme)	Ensure needs of younger people requiring family-sized housing are taken into account when reviewing the Underoccupation scheme	Frances Swann	Completed
Disability	Actions 4, 5 & 6: (Use of HomeLink system to advertise disabled adapted properties and other specialist housing). Potential negative impact on those with visual/ hearing impairment if they can't access the Home Link System.	See 'Age' above	David Greening	
	Actions 17 & 50 (Take up of improvement grants and loans and review of Home Improvement Agency)	Develop marketing strategy as part of the review of the Home Improvement Agency to ensure the service is reaching hard to reach	Dee Irving	Mar 2012

	Actions 22,23,24,25 (Energy efficiency measures)	groups See 'Age' above	Sam Griggs/ Justin Smith	Dec 2014
Gender/Transgender <i>Inc gender reassignment and Pregnancy and Maternity</i>				
Marriage and Civil Partnership				
Race/ethnicity	<p>Actions 4,5 & 6 (Use of Home Link system to advertise disabled adapted and other specialist housing) properties. Potential negative impact of those with language issues if they can't access the Home Link System</p> <p>Action 17 (Monitor take-up of improvement grants and loans).</p> <p>Actions 22,23,24,25 (Energy efficiency measures)</p>	<p>See 'Age' above</p> <p>See 'Disability' above</p> <p>See 'Age' above</p>	<p>David Greening</p> <p>Dee Irving</p> <p>Sam Griggs/ Justin Smith</p>	<p>Mar 2012</p> <p>Dec 2014</p>
Religion or belief	Action 7, Handyperson scheme. Scheme providers need an understanding of religious/ cultural issues when entering people's homes	Ensure provider has adequate policies in place.	Bridget Keady	Dec 2010

	Action 17 (Monitor take-up of improvement grants and loans).	See 'Disability' above	Dee Irving	
Sexual orientation				
Other factors that may lead to inequality	Action 10 (Extra Care Strategy for the county.) Needs to take into account needs of all equality groups	Influence the development of the county-wide strategy to ensure needs of these groups are taken into account.	Helen Reed	Dec 2
	Action 11&12. (Delivery of Area Action Plans and community facilities on new developments)	Engage special interest groups in consultations, with a special focus on hard to reach groups	Julian Adams	Dec 2014
	Action 16 (Sheltered Housing Modernisation Strategy)	Implement actions within EQIA of Sheltered Housing Modernisation Strategy	Sally-Jane Williams	Dec 2012
	Action 31 (New affordable housing development programme)	Develop EQIA for the Affordable Housing Programme	Sarah Lyons	Mar 2011
	Action 38 (Lettings policies for new developments)	Equality impact assess any new lettings policy	Sue Simms	Dec 2014
	Action 51 (Outreach service)	Attend cultural events and meetings of special needs groups across all equality strands to promote the service	Sally-Jane Williams	Dec 2012

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Section B

Disadvantages or negative impacts that are not easily addressed i.e. will take more than six months to implement.

Equality Group	Details of possible disadvantage or negative impact	Action to be taken to address the disadvantage or negative impact	Officer responsible for progressing the action	Date action to be completed by
Age				
Disability				
Gender/Transgender <i>Inc gender reassignment and Pregnancy and Maternity</i>				
Marriage and Civil Partnership				
Race/ethnicity				
Religion or belief				
Sexual orientation				
Other factors that may lead to inequality				

Page 26

Name and Job Title of Officer completing the Action Plan:

Department/Service:

This plan will next be updated (*Please give date*):

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Equality Impact Assessment: Older People's Housing Strategy Action Plan

Potential Negative Impacts (.....continued)

		Equalities Group	What the potential negative impact is	Evidence of potential negative impact, if there is any
10	<p>List and explain any negative impacts identified in Qu9. State which equality group is affected, what the negative impact is, and give details of any evidence of this impact e.g document titles, web-links.</p> <p>If you have no evidence of negative impact but believe it may exist, please say so</p>	<p>Age, Disability, Ethnicity/Race & Religion/Belief. (Action 10, Extra Care Strategy)</p> <p>All groups. (Actions 11& 12 Delivery of Area Action Plans and community facilities on new developments)</p> <p>All groups. (Action 16 Sheltered Housing Modernisation Strategy)</p> <p>All groups. (Action 31 New Affordable Housing Development Programme)</p>	<p>Schemes may not be designed to meet the special needs of potential occupants</p> <p>Hard to reach groups may not be consulted or involved adequately in decision making</p> <p>Needs of minority and hard to reach groups may not be taken into account in implementing the strategy</p> <p>Needs of minority and hard to reach groups may not be taken into account in the programme</p>	

		All groups. (Action 38 Lettings policies for new developments)	Needs of minority and hard to reach groups may not be taken into account in the policies	
		All groups. (Action 51 Outreach service)	Needs of minority and hard to reach groups may not be taken into account in the service, and some may have difficulty accessing the service.	

Cambridge City Council Older People's Housing Strategy 2009-2014
Action Plan

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
	LIVING INDEPENDENTLY.						
	Vision: For older people to live independently for as long as possible, with support and/or adaptations if they need them						
1	Pilot increased use of self assessment and independent Occupational Therapists	Mar-11	Y2	Pilot complete October 09	Dee Irving	Willingness of applicants to carry out self assessments; Effectiveness of self assessment	Reduced waiting times for disabled adaptation assessments Jan 2010: Self Assessment pilot was not successful and so further work is being done to enable clients to access suitable independent OTs.
2	Influence the county-wide review of Home Improvement Agency (HIA) core specification and identify additional services required within the City prior to the service being re-tendered by Supporting People. <i>(More specific actions to be developed once county-wide approach becomes clearer)</i>		Y2	<i>To be agreed once county-wide approach and timetable becomes clearer</i>	Bridget Keady	Decision on whether service is to be tendered, and if so when, to be made by Cambs Supporting People and PCT	Clear Home Improvement Agency service specification in place which meets the needs of the City and demonstrates value for money. HIA Service contributes towards National Indicators outcomes re hospital discharge and independent living

Page 9

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
3	Decide whether the Council is to tender to continue to be a direct provider of the HIA service		Y2		Bob Hadfield	Decision on whether service is to be tendered, and if so when, to be made by Cams Supporting People and PCT	Member decision on whether to tender to continue to provide the service in-house.	
4	Identify minor adapted properties through Home-Link and advertise appropriately	Sep-09	Y1		Sue Simms		Adapted properties are appropriately let to people with disabilities wherever possible.	COMPLETED
5	Ensure systems are in place to ensure that major adapted properties are let directly to those in need.	Sep-09	Y1		Sue Simms		Major adapted properties are let appropriately to disabled people. To be monitored through year end reports.	COMPLETED
6	Integrate the specialist housing register into the HomeLink system	Dec-14	Y5		Sue Simms	Cost Commitment from other sub-regional authorities	Applicants who need adapted homes are able to access appropriate housing through Home-Link	
7	Provide a handyperson service to help older people with small repairs	Mar-12	Y3	Scheme in place April 2009	Bridget Keady	Contract with Age Concern. LPSA Funding available only available until March 2012	Small repair works carried out for 50 households per year over the 3 year contract period	

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
8	Investigate further the demand for gardening services, and establish whether provision can be increased	Mar-11	Y3 Decision by March 2011. Any new scheme in place by April 2012	Dee Irving	Ability to secure funding	Demand levels identified. Decision made on whether to extend gardening services. Scheme in place if appropriate	
9	Work with Supporting People to develop floating support services for older people with a wide range of support needs	Mar-13	Y4 To be agreed	Alan Carter	Supporting People will set timescales Availability of SP funding being freed up from sheltered provision SP change of strategic direction	Floating Support widely available to residents in all tenures in the City	
10	Influence the county-wide development of an extra-care commissioning strategy for Cambridgeshire to ensure the needs of Cambridge City are taken into account	Scheme Delivery Framework agreed December 2009 Simons House to re-open summer 2011 as an extra-care scheme	Y5	Helen Reed	Cambridge likely to have lower priority for future SP and NHS revenue funding than other districts across the county, in line with SP strategic priorities.	Simons House sheltered scheme re-opened as an extra-care scheme Number of extra care places increased within the City.	
11	Ensure delivery of requirements of agreed Area Action Plans through negotiation with Planners and Developers	Dec-14	Y5	Julian Adams	Impact of recession on delivery	Community facilities in place on growth sites	

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
12	Ensure s106 agreements are in place and implemented for fringe sites and include provision of community facilities where required	Dec-14	Y5	Southern Fringe: s106 agreed end 2009 North-West Cambridge agreed early 2010	Julian Adams	Impact of recession on delivery	Section 106 agreements in place and implemented	
13	Work with Supporting People and NHS Cambridgeshire on reviewing the need for reviewing the numbers of homes requiring sheltered and extra care funding in the City, and implement any required changes	Mar-12	Y3	Review of figures anticipated by September 2010	Helen Reed/ Sally-Jane Williams	Dependent on Supporting People timetable	Sheltered housing and extra care continues to be funded within the City. Support arrangements are in place for individuals who require it if block funding is removed	
14	Decide whether to tender to continue to provide support and/or care services in the Council's sheltered and extra-care housing schemes. If services are no longer to be provided by the Council, put arrangements in place for the Council to continue to act as an advocate for tenants in our schemes	Mar-12	Y3	Extra care tenders due to be advertised Feb 2010 & contract let from April 2011. Sheltered contract tender currently due for renewal April 2011.	Sally-Jane Williams	Timescales and outcomes dependant on decisions made by Supporting People and NHS Cambridgeshire	Decision on whether to tender. Effective links in place between the Council and any future service providers within schemes.	
STAYING PUT IN DECENT, WARM, SAFE HOMES								

Page 34

Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
Vision: For everyone to be able to live in safe, decent, accessible, warm and energy efficient homes and to stay in their existing homes for as long as possible where they choose to do so						
15 Continue to implement the Decent Homes programme for the Council's own homes	Dec-14	Y5	All homes to meet Decent Homes standard by December 2010	Bob Hadfield	Capital funding available	All Council homes to meet Decent Homes Standard at 31st December 2010. Programme beyond 2010 in place and being implemented
16 Implement the Councils' sheltered housing modernisation scheme, including: Sell Tiverton House Complete refurbishment of Talbot House; Decant and refurbish Brandon Court; Redevelop Seymour Court	Dec-12	Y3	Tiverton House sold June 09; Talbot House completed September 09; Brandon Ct started September 09 & completed November 11; Seymour Ct completed 2012	Robert Hollingworth	Capital funding available	
17 Monitor take-up of home improvement grants and loans to ensure they are being targeted at the most vulnerable people. If they are not, work with other agencies to better target funding	Mar-12	Y3	Annual monitoring	Dee Irving	Availability of funding.	Over 75s and those susceptible to falls are amongst those taking up grants and loans

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
18	Ensure that repair grants and loans are included within the service to be provided when the county-wide HIA service is re-tendered	Mar-11	Y2		Bridget Keady	Commitment from steering group and other districts	Grants and loans service included in the City specification. Service represents value for money
19	Renew the Private Sector Stock Condition survey and use outcomes to target resources to those most in need	Mar-11	Y2	Survey results available September 2009.	Yvonne O'Donnell/ Selwyn Anderson	Availability of funding to address issues arising from the survey	Private Sector Housing strategy action plan updated to reflect any change in priorities. Changes being implemented
20	Promote use of successful energy efficiency technologies in the private sector through advice and promoting access to available external funding	Dec-14	Y5		Justin Smith	Availability of external funding	Grant funding being secured for use of successful technologies, leading to measurable reduction in energy bills and CO2 emissions
21	Monitor the impact on older people of energy efficiency works through the Landlord Accreditation scheme.	Monitoring scheme in place September 2009, with quarterly monitoring thereafter	Y1		Justin Smith	Regional funding in place; Participation of landlords who have older people as tenants.	Demonstrate that older people are benefitting from energy works

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
22	Trial a range of insulation methods and other energy efficiency technologies in hard-to-treat Council and private housing, and evaluate the impact on older residents.	Dec-14	Y5	Justin Smith Sam Griggs	Availability of funding	Impact of trials on older people evaluated. Potential solutions identified.	
23	Improve use of insulation and other energy efficiency technologies in Council homes occupied by older people.	Dec-14	Y5	Sam Griggs	Outcomes of trials at action 22 above. Availability of funding	Technologies in place resulting in a measurable reduction in energy bills and CO2 emissions. <i>(Targets to be set)</i>	
24	Improve energy efficiency in the Council's own sheltered schemes through promotion amongst residents, and installation of energy consumption monitors and trialling of light sensors in communal areas.	Mar-10	Y1	Sam Griggs	Funding available	Reduced energy consumption in sheltered schemes	

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
25	Trial use of innovative wall insulation triple glazing, energy efficient boilers and ventilation measures in 3 flats as part of refurbishment of Talbot House sheltered scheme; Evaluate impact. If successful, roll on to Brandon Court refurbishment	Dec-11	Y2	Talbot House re-opens September 2009. Evaluate impact by July 2010	Sam Griggs	Funding available	Reduced energy consumption in Talbot House; Targets set and implemented for energy reduction in Brandon Court	
26	Take into account the views of older people when reviewing the Cambridge Standard agreed with tenants and leaseholders	Nov-10	Y2		Andrew Latchem	Sufficient capital funding available to continue to carry out environmental improvements	Older people's views are taken into account in deciding investment priorities.	
27	Monitor the impact on older people of the delivery of the Community Safety Plan, through results of the Annual Place Survey, and make recommendations to the Community Safety Partnership on how to address any upward trends in negative attitudes to crime amongst older people	Dec-14	Y5	Bi-annual Place Surveys 2008, 2010, 2012, 2014	Alastair Roberts	Resources available to and priorities agreed by the Community Safety Partnership	Attitudes towards crime monitored through the Place Survey and issues addressed where required	
INCREASING HOUSING CHOICE								
Vision: For older people to have a range of housing options to choose from, preferably close to services and facilities, to meet their particular needs;								
28	Provide, through the SHMA project Team, a guide to housing mix on new developments	Oct-09	Y1	Draft in place July 09	Helen Reed	Input of County Council as a supplement to the Strategic Housing Market Assessment	Guide to housing mix produced and being used to inform planning requirements on development sites	

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
29	Ensure that new and revised planning policies reflect housing needs of older people	Dec-14	Y5		Sara Cass	Dependent on issues raised through Equality Impact Assessment process	Appropriate planning policies in place and being implemented
30	Complete the redevelopment of Simons House sheltered scheme to an extra-care scheme, with provision also for Chinese elders-	Scheme completed March 2011. Occupied Spring 2011	Y3		Sue Dellar	Dependent on on-site development by Cambridge Housing Society progressing on schedule.	Scheme completed and occupied
31	Ensure that the housing needs of older people are taken into account in the 3-year rolling affordable housing programme and in affordable housing on the fringes of Cambridge	2014 (then ongoing)	Y5	Investigation and feasibility studies on Council land completed by March 2010. Affordable housing needs of older people are into new and revised Area Action Plans as required	Sarah Lyons	Availability of land available for development to meet needs	Programme includes provision to meet the housing needs of older people
32	Agree Standards for Accessible Housing as part of new policy guide on Developing New Affordable Housing	Jul-09	Y1	Officers to agree standards Jan 09	Alan Carter		Guide is in place so that new affordable homes are accessible to older people COMPLETED

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
33	Review the choice based lettings scheme and the lettings policy, with the involvement of support agencies that work with older people, to that older people and other vulnerable groups are not disadvantaged and have equal access	Mar-10	Y2	Monitor Home-Link statistics on allocations by age Formally review the lettings policy and ensure that support agencies working with older people are fully involved in the review	David Greening		Ongoing monitoring shows that older people have equal access and are not being disadvantaged	October 2010: In the process of producing the first annual report, and will need to assess what the information is telling us and how to move forward.
34	Assess the shortfall of disabled adapted and wheelchair properties through the Strategic Housing Market Assessment	Mar-11	Y2		Helen Reed	Dependant on what priority this work is given sub-regionally	Assessment of shortfall completed	
35	Explore further potential models of shared equity to support people in moving from or improving their current homes.	Mar-11	Y2		Dee Irving	Has been looked into previously. Will depend on how such models have successfully progressed nationally, and changes in attitude towards releasing equity	Increase use of shared equity. Better value for money in achieving home improvements. Increased opportunities to move to more suitable housing	
36	Explore potential for use of shared equity in supporting older people to move or to adapt/ improve their own home	tbc	Y3		Dee Irving	Continued economic down-turn and access to equity	Decision made on when/ whether to have shared equity scheme, and any agreed scheme implemented.	

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress	
37	Improve the information available on current and future housing need of older people through the SHMA	Mar-11	Y2		Helen Reed	Sub-regional agreement to improve SHMA in relation to needs of older people	Comprehensive information available in SHMA	
38	Work with RSL landlords of new developments to develop local lettings policies for new schemes and ensure that new schemes are marketed to older people where appropriate.	Dec-14	Y5	Elmfield Close flats let to older people from March 2010; Simons House let from 2011; Other schemes: any targeted marketing to be agreed as part of scheme development	Sue Simms	Dependant on completion of new developments - impact of recession.	Older people have access to new developments	October 2010. Specification being written to enable the work to be contracted out.
39	Review effectiveness of the underoccupation Incentive Scheme	Jul-09	Y1	Options report to HMB July 09	Frances Swann		Incentive scheme results in target number of older people moving to smaller accommodation and freeing up family homes	70 people registered on scheme at Jan 2010. 10 people have been helped to move since October 2008
MEETING DIVERSITY								
40	Continue to work with the Chinese community to ensure that the redevelopment of Simons House sheltered scheme meets their needs	Mar-11	Y2		Sue Dellar		Design of and facilities within Simons House attract Chinese elders who wish to bid for properties	

Page 4

	Actions	Completion Date	Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
41	Following work carried out to promote sheltered housing and extra care services amongst BME groups, seek statements from BME and Faith Groups as to reasons why these groups are generally not choosing to access the service	Mar-11	Y2	Sally-Jane Williams		<i>Clear understanding of why BME and minority Faith groups tend not to access services. Actions in place to address issues as appropriate</i>	
42	Ensure staff in our Independent Living Service are trained in issues around diversity, through the Council's Diversity training programme.	Mar-11	Y2	Sally-Jane Williams	Staff turnover may impact on training. Uncertainty around who will provide services in future once re-tendered	All staff have received training and are aware of the needs of diverse groups in providing care and support services	
43	Improve training and information for Independent Living Service staff in relation to needs of older LGBT people	Mar-12	Y3	Sally-Jane Williams	Uncertainty around who will provide services in future once re-tendered		

Page 12

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
44	Develop a long-term housing service for homeless people over 45 with complex needs	Mar-12	Y4	Identify similar schemes to learn how projects were delivered Identify the best mode of delivery Produce service specification, referral procedure and carry out tender process	David Greening	Availability of SP funding	Scheme in place and appropriately occupied	October 2010: Action deleted from Homelessness Strategy Action Plan, as now picking up older homeless as part of a wider piece of work on chronically excluded adults.
45	Work with the Learning Disability Partnership to understand the needs of older people with a disability, including those who live with older carers. Identify and implement appropriate actions		Y3		Bridget Keady	Engagement of LD Partnership	Appropriate actions agreed	
46	Work with the Mental Health Trust to plan for the future housing needs of people with dementia, and long-term residents of supported housing.	Mar-10	Y1	Links established between Enabling Team and Mental Health Trust September 09.	Bridget Keady		Housing needs of older people with dementia are understood and actions in place to address those needs	
47	Monitor BME recruitment to ensure that staff can represent BME communities, and take appropriate action to address any inequalities			Six-monthly Diversity reports to DMT	Liz Bisset			

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
48	Recruit an Alcohol Community Psychiatric Nurse	Mar-09	Y1		Diane Docherty	LPSA funding only available until March 2011	Post holder in place and agreed objectives being delivered. Older drinkers in the community are receiving support	COMPLETED
ACCESSIBLE ADVICE AND INFORMATION								
Vision: For older people to have access to high quality and appropriate information and support to enable them to make informed choices about their housing. (See also actions above in relation to provision of support)								
49	Support the local 'Homeshield' scheme whilst funding remains available, and explore other options if funding is not renewed in future.	Dec-11	Y3	Review mid-2010	Dee Irving	Partnership funding currently only available until 2011	Vulnerable people continue to be referred to Age Concern so that they can be referred on to appropriate services	
50	Promote the development of the county-wide tendered Home Improvement Agency service as an information hub offering information to older people on services available	Mar-12	Y2	<i>To be agreed once county-wide approach and timetable becomes clearer</i>	Bridget Keady/ Dee Irving	Decision on whether service is to be tendered, and if so when, to be made by Cambs Supporting People and PCT . Decisions on nature of HIA will be county-wide	HIA provides a central point for distributing advice and information on services	

	Actions	Completion Date		Milestones	Lead Officer	Risks/ dependencies	Success Criteria	Progress
51	Develop an outreach service to capture information on the needs of older tenants and leaseholders, advise them on services and activities available to them, and assist them in accessing those activities and services.	Dec-09	Y1	Advertise in Open Door December 2009	Sally-Jane Williams	Risk of not being able to meet increased demand for service. Availability of funding for promoted service.	Increased numbers of older people aware of and accessing services and activities. Information from residents used to help inform future design of services eg in sheltered schemes	COMPLETED

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EQUALITY IMPACT ASSESSMENT STAGE ONE – Initial Screening





EQUALITY IMPACT ASSESSMENT STAGE ONE – Initial Screening

POLICY OR FUNCTION TO BE ASSESSED		Is the policy/function:	
Old Press/Mill Lane Supplementary Planning Document (SPD)		NEW	EXISTING
		Yes	
Lead Officer	Assessment Team	Date of Stage One Initial Screening	
Joanna Gilbert-Wooldridge	Joanna Gilbert-Wooldridge; Christine Leonard; Melanie Jones	01 December 2008	
1. Who defines or defined this policy/function?	Cambridge Local Plan 2006		
2. Who implements it?	The City Council and the University of Cambridge are producing the policy document, working with all stakeholders. The City Council will adopt the policy document. The Council's Development Services Team has a key role in ensuring that planning applications are determined in accordance with the policy document. The University and potentially other developers will be responsible for the implementation of development and this is not a matter for this EqIA.		
3. Describe the aim, objective or purpose of the policy or function	The document will guide the development of the Old Press / Mill Lane site by providing a further level of detail than is provided within policy 7/5 of the Cambridge Local Plan 2006.		

4. Are there any related objectives? If so, what are they?

Central & regional government set the context for planning policy. The Government sets out four aims for sustainable development in its 1999 strategy - A Better Quality of Life – A Strategy for Sustainable Development for the UK:

- Social progress that meets the needs of everyone
- Protection of environment
- Prudent use of natural resources
- High & stable levels of economic growth

Planning Policy Statement 1 (PPS1) goes onto state that planning should:

- Make suitable land available for development in line with economic, social and environmental objectives to improve people’s quality of life;
- Contribute to sustainable economic development; Protect and enhance the natural and historic environment, the quality and character of the countryside, and existing communities;
- Ensure high quality development through good and inclusive design, and the efficient use of resource, and,
- Ensure that development supports existing communities and contributes to the creation of safe, sustainable, liveable and mixed communities with good access to jobs and key services for all members of the community.

All of the Medium Term Objectives for Cambridge City Council are considered relevant and include:

- Promote Cambridge as sustainable city
Ensure that residents and other service users have positive experience in dealing with Council - relevant for consultation process
- Maintain a healthy, safe and enjoyable city for all, with thriving and viable neighbourhoods
- Lead the growth of Cambridge to achieve attractive sustainable new neighbourhoods, including affordable housing, close to a good range of facilities, and supported by transport networks so that people can opt not to use the car.

<p>4. continued.</p>	<p>Policy and Projects Service Plan Objective 3 aims to establish a robust statutory policy framework to support integrated environmental, planning and transport decision-making in development.</p> <p>The Cambridge Sustainable Community Strategy 2008 – 2011 identifies three priority issues which include:</p> <ul style="list-style-type: none"> • Tackling Climate Change – so that local people and organisations can make an active contribution to reducing its causes and mitigating its impact; • Building Sustainable Communities – that are thriving, environmentally sensitive and affordable places in which to live, and, • Ensuring Strong and Inclusive Communities – that are strong, healthy, active, safe and inclusive. <p>The eight development objectives for the SPD are:</p> <ol style="list-style-type: none"> a) preserve and enhance the special historic character of the Conservation Area, including its Listed Buildings and their settings; b) create the opportunity for the adaptive re-use of existing buildings where possible; c) create the opportunity for redevelopment to provide high quality, sustainable new buildings of innovative design which contribute positively to the character of the Conservation Area and the setting of Listed Buildings; d) introduce a range of complementary and compatible land uses that add vitality and vibrancy to the area throughout the day; e) create and enhance areas of public open space and public realm to a high quality, potentially including a new vibrant public space fronting onto the river; f) improve permeability through the site and create safer streets with priority for pedestrians and cyclists; g) minimise non-essential car parking and improve servicing; h) provide high quality, well designed areas of cycle parking.
<p>5. What are the current priorities associated with this policy/function?</p>	<p>To manage the redevelopment of the Old Press / Mill Lane site in a sustainable and sensitive way in line with the City Council’s Medium Term Objectives and taking the key historic environment and access and movement issues into account.</p>

<p>6. What outcomes are wanted from this policy/function?</p>	<p>An agreed policy document that will enable the site to be brought forward for development by the University and/or other developers and will create a high quality development that accords with the key principles of cohesive and sustainable communities.</p>
<p>7. Who are the main stakeholders?</p>	<ul style="list-style-type: none"> • University of Cambridge • Existing and future residents and businesses • Cambridge City Council, Cambridgeshire County Council officers and Members. • Statutory consultees, e.g. the Environment Agency, Government Office for the Eastern Region • Service providers
<p>8. What outcomes do stakeholders want from this policy/function?</p>	<ul style="list-style-type: none"> • All want a robust, clear policy document which provides a deliverable development framework; • High quality development in an enhanced environment that facilitates a cohesive and sustainable new community; • Improvements to the existing environment; and • Improvements to transport infrastructure and permeability.
<p>9. Is the policy/function corporate and far-reaching?</p>	<p>Yes</p>

<p>10. What number of people may be affected or impacted upon by the implementation of the policy/function?</p>	<ul style="list-style-type: none"> • A number of people, potentially including students, could benefit from the provision of new residential accommodation. The indicative figure for residential units on site is up to 150 units. This indicative figure is dependent on the type, size and mix of units and ancillary facilities, and the relationship of the development with its context. However, although it is envisaged that the units will generally be small to be in keeping with the location and constraints of the site, specific unit sizes are not known at this stage. • A number of new employment opportunities will be created with the provision of new commercial space. • Existing residents and businesses on the site and in adjoining parts of the City will be affected by the development, although the SPD seeks to ensure any impact is minimised and there are no unacceptable adverse impacts.
<p>11. Are key elements of people's lives affected by this policy/function e.g. finance, accommodation, welfare?</p>	<p>Yes, assuming that the SPD is successful in bringing forward high quality development.</p> <ol style="list-style-type: none"> 1. Improvements to transport infrastructure, including enhanced pedestrian and cycling environments. 2. Provision of housing for a range of people, including students. 3. The provision of retail and commercial uses in the City Centre to support the development of a vibrant area of mixed uses. 4. Need to create environments that are safe for all members of the community. 5. Improved access to the river and open spaces beyond the site.

<p>12. Are there any criteria, requirements or aspects of this policy/function that could contribute to inequality?</p>	<p>This may be considered in two parts:</p> <p>Firstly, the process of preparing the document, which could be carried out in such a way as to disadvantage people who do not have easy access to formal planning procedures. The consultation process in developing this document has involved two stakeholder workshops prior to the drafting of the SPD and formal consultation for a six-week period on the draft document. The stakeholder workshops involved County and City Council Members and officers, University officers, public transport companies, local societies and campaign groups, local residents and businesses. In terms of formal consultation, documents will be made available at City libraries and at The Guildhall, and on the City Council’s website. Letters and CDs of the documents will be issued to relevant statutory and non-statutory consultees. Although the documents, comprising the SPD, Sustainability Appraisal and background documents, will be available on line and by CD to many consultees, it is acknowledged that it is difficult to read large amounts of information on screen. Unfortunately, due to budgetary constraints, it is not possible to provide the documents on paper to all consultees.</p> <p>Secondly, the document itself, which could include guidance and proposals that disadvantage certain groups or do not take into account reasonable specific needs, although this would be contrary to the requirement that local authorities positively promote equality. There is restricted land availability on the site. There are a range of constraints present on the site, including the historic environment, movement corridors and potential for flooding. This may have some impact on the potential for the development to meet all the needs of all groups, but this will depend on the nature and form of the development and the way in which it is brought forward and cannot be determined at this stage.</p>
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<p>13. Could the policy/function discriminate against any group(s) either directly or indirectly?</p>	<p>1. Hard to reach groups could be disadvantaged indirectly depending on the form of public consultation undertaken by the Council. However, the plan-making process has gone beyond the minimum requirements set out in the Planning Regulations and is in accordance with Cambridge City Council's Statement of Community Involvement, which is the subject of a separate EqlA. The draft SPD's round of public consultation will include:</p> <ul style="list-style-type: none"> - Public Notices; - Letters to statutory and general consultees as considered appropriate to the document; - Information made available at Council Offices, Council website and libraries across the City. <p>2. The document sets out the framework for future development, but does not create new policy. It seeks to enhance existing policy within the Cambridge Local Plan 2006. The document contains guidance intended to meet all community and individual needs and are considered not to disadvantage any group. However, it will be appropriate to ensure that specific needs are addressed where they can be identified. Specific needs can often be highlighted through the consultation process as well as through the planning application process where a more detailed proposal prepared by the developer can address the demographics of the proposed development, assess the needs of the new community, including any minority groups, and demonstrate that all those needs are properly addressed in the application. This can then be tested by the Council in determining the application. The SPD can only provide guidance for the development and should be flexible enough to respond to changing circumstances, including any changing needs of minority groups.</p>			
<p>14. Are there any concerns that the policy/function could have a differential impact in terms of equality?</p> <p>If Yes, please indicate what your concerns are for each category.</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>Y</p>	<p>N</p>	<p>Due to nature of the site, Gypsies and Travellers would not be physically or economically able to live on/use the site.</p>
	<p>Disability Including Mental Health</p>	<p>Y</p>	<p>N</p>	<p>Yes, although the SPD aims to improve accessibility for all groups, a number of the buildings on the site are Listed Buildings and may have limited changes made to them affecting accessibility.</p>

Please substantiate your concerns with any existing evidence.	Gender Including Transgender	¥	N	The SPD sets out guidance for the development and design of the site, and attempts to ensure ease of access, a high degree of safety, and a gender-neutral approach to building and site design with appreciation of the access difficulties experienced by the frail, the disabled and parents with small children.
	Sexual Orientation	¥	N	Given the nature of the SPD as planning guidance and the generality of the subjects treated (building form, access, landscape, etc.), the policy/function should not discriminate on the basis of sexual orientation.
	Religion or Belief	Y	N	Although it is hoped that, as a result of the SPD, safety will be increased on the site due to the mix of uses and greater natural surveillance, it is possible that the type and form of development may discriminate against the specific set of beliefs of a particular religion or faith group who desire a different use or form of architecture.
	Age Young-Elderly	¥	N	Safety will be increased on the site due to the mix of uses, lighting and greater natural surveillance. Furthermore, improvements to the public realm should have positive impacts for those with mobility difficulties and parents with small children.
15. Of the groups who might be expected to benefit from the intended outcomes, are there any that do not?	At this early stage in the planning process, it is considered that some members of the following groups may experience some differential impact as a result of the development occurring following the requirements of the SPD: BME, including Gypsies and Travellers; the disabled; and those with a religion or belief.			

<p>16. Do your answers reveal there is potential or actual differential or adverse impact of this policy/function?</p>	<p>The main potential for adverse impacts in term of process revolves around consultation processes, which could be negative if not carried out in a way that ensures that all sectors of the community or organisations representing their interests are properly consulted. All stages of consultation on the SPD will be carried out in accordance with the City Council’s SCI and go beyond the minimum requirements of the Regulations.</p> <p>The baseline data collected through analysis of documentary evidence, visits to the site and the two stakeholder workshops will be available at the Council’s offices and online. All representations submitted during the consultation period will be properly registered on a specific database. Consultation reports will be available on the Council’s website and will form part of a comprehensive audit trail.</p> <p>The key will be in the implementation of the SPD and the form of the development that comes forward through planning applications. The City Council has completed separate EqlAs for the planning application cycle, which includes the pre-application stage, receipt of planning application to determination and post determination.</p>	
<p>17. Can any differential impact be justified on the grounds of promoting equality for one group, or for any other reason?</p> <p>Please give details.</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>The mix of uses on the site may not meet the specific needs of BME groups. The needs of Gypsies and Travellers are being considered by the Council for the whole of the City through the development of new Development Plan Documents. These documents will consider whether it is appropriate to allocate a site in the light of identified needs and all reasonable alternative site options. However, the Old Press/Mill Lane site has a considerable number of constraints, which would be likely to preclude the allocation of the site for Gypsies and Travellers.</p>

	<p>Disability Including Mental Health</p>	<p>The plan strives to ensure that the needs of this group are fully met, e.g. a range of housing provided including lifetime homes, and that all new development is fully accessible. The implementation of the SPD will take place via the determination of planning applications for parts of the site. Alongside the planning process, building control processes ensure mandatory levels of accessibility to buildings and sites. The City Council has completed separate EqlAs for the planning application cycle, which includes the pre-application stage, receipt of planning application to determination and post determination. The City Council’s Access Officer is based in Development Control, where he addresses issues of equality throughout the planning process.</p>
	<p>Gender Including Transgender</p>	<p>The SPD aims to improve the safety and security of all users of the site. As a result of the requirements set out in the SPD, the design of spaces and street lighting and/or other measures may address the provision of a safe environment for people who may consider themselves to be vulnerable.</p>
	<p>Sexual Orientation</p>	<p>The SPD aims to improve the safety and security of all users of the site. As a result of the requirements set out in the SPD, the design of spaces and street lighting and/or other measures may address the provision of a safe environment for people who may consider themselves to be vulnerable.</p>
	<p>Religion or Belief</p>	<p>The existing places of worship within and adjoining the SPD site are considered to be positively influenced by the proposed development, as the development will give rise to improvements to the public realm, allowing better access to the places of worship. Although the site is considered small for a community facility to be provided on-site for any new residential development, Section 106 monies would be required to contribute towards community facilities off-site.</p>

	Age Young-Elderly	It is hoped that, as a result of the SPD, safety will be increased on the site due to the mix of uses and greater natural surveillance. Furthermore, improvements to the public realm should have positive impacts for those with mobility difficulties and parents with pushchairs.	
18. Does the policy/function meet the statutory duty to promote good relations ? If Yes, please detail how.	<p>No, in that this function is not in itself pursued to meet the statutory duty. However, the function should be carried out in a way that contributes towards fulfilling that duty by:</p> <ul style="list-style-type: none"> • using consultation to bring together people from diverse communities; • supporting understanding of diversity through the consultation process; • using inclusive language and images during consultation; • more generic methods, including training, used within Policy and Projects in order to meet the duty to promote. <p>The SPD has also been subject to Sustainability Appraisal, which assesses the impacts of the objectives of the SPD on a range of social, environmental and economic objectives. In terms of equalities and social objectives, the appraisal of the draft SPD has highlighted significant long term positive benefits for a range of issues including the provision of affordable housing and the reduction of crime and the fear of crime, which can have significant impacts on certain groups, for example the elderly and women.</p>		
19. Should this policy or function proceed to a STAGE 2 PARTIAL EIA ?	YES		NO
	If Yes, is there enough evidence to proceed straight to a STAGE 3 FULL EIA ?		
	YES		NO
Date set for:	STAGE 2 PARTIAL EIA	or	STAGE 3 FULL EIA
Signature of Lead Officer			Date EIA completed 31/12/2008
Name and Position			
Joanna Gilbert-Wooldridge, Senior Planning Officer			

EIA checked by		Date	
Name and Position			
STAGE ONE EIA completed and located at:			
Ongoing monitoring arrangements, and review date:			

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EQUALITY IMPACT ASSESSMENT STAGE TWO – Partial EIA

Page 61





**EQUALITY IMPACT ASSESSMENT
STAGE TWO – PARTIAL Equality Impact Assessment**

Policy or function to be assessed		Is the policy/function:	
Old Press/Mill Lane Supplementary Planning Document (SPD)		NEW	EXISTING
		Yes	
Lead Officer	Assessment Team	Date of Stage 2 EIA	
Joanna Gilbert-Wooldridge	Joanna Gilbert-Wooldridge; Christine Leonard; Melanie Jones.	18 th January 2010	
1. In what areas has this policy/function been identified as having a differential impact ? Please give details.	Ethnicity Including Gypsies & Travellers	Safe environment, provision of facilities to meet the needs of different religions and ethnic groups.	
	Disability Including Mental Health	Safe environment, transport and housing (lifetime homes)	
	Gender Including Transgender	Safe environment, especially for women	
	Sexual Orientation	Safe environment for vulnerable groups	
	Religion or Belief	Provision of facilities to meet the needs of different religions and ethnic groups.	
	Age Young-Elderly	Provision of safe environment for vulnerable groups, access to suitable facilities, transport and housing (lifetime homes).	

Page 62

2. What existing evidence, presumed or otherwise, do you have for this?

Transport: It is known to be an issue in this area of the City Centre. Although tidal flow operates on Silver Street, the streets are congested and there is conflict between different modes of transport. This is exemplified in part by the number of accidents along Silver Street and Trumpington Street between 2004 and 2007. Twenty-six accidents took place in this period, with 80% involving pedestrians or cyclists. Representations to the draft SPD also raised concerns regarding the need for enhancement to routes and spaces for sustainable modes of transport.

Disability: Whilst some buildings on the site have disabled access, the age and nature of many of the buildings and the uneven and narrow nature of footpaths deter people with disabilities from using parts of the site. The need to enhance the external environment of the site is recognised in the Local Plan. Additionally, in respect of housing, there is a requirement within the Local Plan for housing designed for people with disabilities. In addition to recognition of the poor environment by consultants employed by the University of Cambridge, consultation responses indicate that accessibility is an issue, with particular concern raised about parking for people with disabilities and access for the frail elderly to the church within the site.

Safety: Discussion in the stakeholder workshops raised the issue of safety and security due to the quiet nature of routes through the site at night and the lack of and inconsistency of street lighting. Although there are a number of formal and informal routes through the site, feedback during the workshops raised the need for a mix of uses to promote activity and better lighting and footways to enhance people's feelings of security.

Housing: The shortage of housing, particularly affordable housing in the City is well-established. Representations were made by a number of University Colleges in relation to the need for student housing, whilst other respondents raised the need for affordable housing.

Places of worship: Surveys have shown a wide range of religions practice in the City. Consultation and the development of documents such as the Cambridgeshire Horizons' Faith Facilities Study has show a requirement for a larger mosque serving city-wide need and facilities to serve other minority faiths; all development areas need to be assessed for their capacity to meet this need.

<p>2. Continued.. What existing evidence, presumed or otherwise, do you have for this?</p>	<p>The main potential for adverse impacts in term of process would have been if consultation processes had not been carried out in a way that ensures that all sectors of the community or organisations representing their interests are properly consulted. The consultation on the SPD has been carried out in accordance with the City Council's SCI and goes beyond the minimum requirements of the Regulations.</p> <p>With regards to the content of the SPD, there is not considered to be a differential or adverse impact in relation to the vision, objectives or framework for the development of the Old Press/Mill Lane site. All representations submitted during the consultation periods were properly registered on a specific database and detailed responses have been agreed by Councillors. The consultation reports on the SPD itself and its Sustainability Appraisal are available on the Council's website and forms part of a comprehensive audit trail.</p> <p>The key will be in the implementation of the SPD and the form of the development that comes forward through planning applications. Monitoring and review will provide a mechanism to ensure that the development itself has no differential impacts or to identify any actions necessary to ensure this.</p> <p>The City Council has completed separate EqIAs for the planning application cycle, which includes the pre-application stage, receipt of planning application to determination and post determination.</p> <p style="text-align: right;">4</p>
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<p>3. Does the policy/function meet the statutory duties to promote equality and good relations?</p> <p>If Yes, please detail how.</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>The nature of the Old Press/Mill Lane SPD is not a direct service to a population, which will include the groups under consideration. Rather it is about a process that will deliver guidance on the development of this area. Further work will be undertaken by the developer on a Masterplan for the site and through a series of planning applications.</p> <p>The duty to promote can be measured through:</p> <ol style="list-style-type: none"> 1. Assessment <ol style="list-style-type: none"> a. Of the needs of the area; b. Of the attitudes and views expressed through consultation. 2. Consultation during the preparation of the SPD was guided by the Council's Statement of Community Involvement. <p>The final form of the developments proposed within the SPD should be inclusive to the needs of all City residents and the wider sub-region.</p>
	<p>Disability Including Mental Health</p>	
	<p>Gender Including Transgender</p>	
	<p>Sexual Orientation</p>	
	<p>Religion or Belief</p>	
<p>Age Young-Elderly</p>		

<p>4. What existing evidence, presumed or otherwise, do you have for this?</p>	<p>The City Council works towards fulfilling the duty to promote through individual policies, projects and programmes which face different challenges in tackling equity issues – discrimination may occur through the process or the product or both. However, the authority has a long established record of seeking best practice in consultation and community involvement and trying to ensure that the needs of various groups are taken into account. All staff are required to address these issues.</p> <p>We have reviewed this through:</p> <ol style="list-style-type: none"> 1. the internal analysis of the responses to consultation and outreach work; 2. publication of the results and reporting to Scrutiny Committee. <p>These processes take into account the nature of prior assessments, consultations and the final form of the output.</p>
<p>5. What information can you access for this Stage 2 Partial EIA?</p> <p>Please detail.</p>	<p>The SPD has gone through one round of public consultation and has been the subject of discussion at two stakeholder workshops. All representations submitted during the consultation periods are properly registered on a specific database and Councillors have agreed detailed responses. The consultation report is available on the Council's website and forms part of a comprehensive audit trail.</p>
<p>6. What additional information do you need?</p> <p>Please detail how to propose to get this.</p>	<p>No further information collection is proposed.</p>
<p>7. Are there any experts / relevant groups you can approach to explore their views on the issues?</p>	<p>We have consulted a number of key stakeholders and organisations, which range from statutory consultees such as Natural England and English Heritage to Parish Councils, local Residents' Associations and the Design and Conservation Panel (at two separate meetings).</p>

8. Please list who you propose to seek the views of, and why.	See Appendix 1.		
9. How will these views be obtained? Please select/detail.	Letter	√	We informed key stakeholders and local residents of the consultation stage of the draft SPD and invited representations on draft SPD using the following methods: - Public Notices, - Letters to statutory and general consultees as considered appropriate to the document - Information made available at Council Offices, Council websites and libraries across the City.
	Meetings	√	
	Interviews		
	Telephone		
	Workshops	√	
	Questionnaires		
	Existing consultation forum		
	Survey		
10. Please detail the views received through these processes. Record how and when these views were obtained.	See Appendix 2, which sets out the main issues raised through formal public consultation on the SPD, which took place between 23 rd February and 6 th April 2009. This report discusses the representations received during the six-week period of public consultation and addresses a number of areas of concern.		
11. In view of these responses, the outcomes of the initial screening and investigation of all other evidence and information, please list any issues or concerns identified.	Ethnicity Including Gypsies & Travellers	Respondents to the consultation process were keen to ensure that community services and facilities were made available through the development to ensure their availability for all residents.	
	Disability Including Mental Health	Concern was raised during the consultation that access arrangements and facilities for disabled people should be improved on the site. This issue was directly addressed as an area of concern with significant scope for improvement within the SPD.	

	Gender Including Transgender	While no specific reference to issues surrounding gender were identified as part of the consultation, officers are aware of recent research that shows that development planning does not adequately consider the needs of women, for example in the ways in which women use public open space and the disparity between the location of schools, homes and other facilities in relation to centres of employment.
	Sexual Orientation	
	Religion or Belief	Respondents to the consultation process were keen to ensure that access to and facilities for religious worship needed to be provided at the site. There are two existing churches on the site or directly adjacent to the site, both of which have ageing congregations with particular access needs.
	Age Young-Elderly	There were concerns raised during the consultation process that any retail spaces or new open space must be planned to ensure that there was no nuisance or disturbance to existing local residents. There was also concern raised with regards to the level of provision of affordable housing.
12. Please assess and detail whether there is any unjustified differential or adverse impact.	Consultation did not highlight any unjustified differential or adverse impacts as a result of the Supplementary Planning Document. Policy 7/5 of the Cambridge Local Plan 2006 and the supporting Supplementary Planning Document will be monitored on an annual basis and this should highlight any adverse impacts that might arise during the future stages of development at the site. Action can then be taken should any unjustified impacts become apparent.	

<p>13. Please detail any positive actions/improvements that will be carried out to correct any differential impact, and/or to promote good relations and equality.</p> <p>Identify how these will be taken forward.</p>	<p>During the planning application process, positive action can be taken to ensure community development and the provision of adequate community facilities – these will be secured through the use of legal agreements. Further discussions will be undertaken with the County Council to ensure that the negative transport impacts are mitigated and that access to and through the site is improved.</p> <p>Stakeholder workshops were run throughout the day. Venues were also chosen that had good disabled accessibility and were in close proximity to the study site. It may be that certain groups are unable to attend venues that are located some distance away from public transport routes or events during the day. The location of venues is carefully considered when planning stakeholder workshops, although it is not always possible to ensure proximity to public transport in areas of the City where suitable venues are scarce. However this will be reviewed when planning future workshop events.</p>			
<p>14. As a result of this partial impact assessment, is a STAGE 3 FULL EIA required?</p>	<p>YES</p>		<p>NO</p>	<p>√</p>
<p>If Yes, date set for STAGE 3 FULL Equality Impact Assessment:</p>				
<p>Signature of Lead Officer</p>			<p>Date Stage 2 EIA completed</p>	<p>January 2010</p>
<p>Name and Position Joanna Gilbert-Wooldridge, Senior Planning Policy Officer</p>				
<p>Stage 2 EIA checked by</p>			<p>Date</p>	
<p>Name and Position</p>				

STAGE TWO EIA published at:

Ongoing monitoring arrangements, and review date:

Appendix 1: List of Consultees for the Old Press/Mill Lane SPD

Anglian Water
BT Open Reach Newsites
Cable & Wireless UK
Cambridge Water Company
Cambridgeshire County Council (part. Highways and County Archaeology)
Cambridgeshire Horizons
Comberton Parish Council
Cottenham Parish Council
Coton Parish Council
East of England Development Agency
East of England Regional Assembly
EDF Energy
English Heritage
Environment Agency
Fen Ditton Parish Council
Fulbourn Parish Council
Girton Parish Council
GO-East
Grantchester Parish Council
Great Shelford Parish Council
Hauxton Parish Council
Highways Agency
Histon & Impington Parish Councils
Horningsea Parish Council
Madingley Parish Council
Milton Parish Council
Mobile Operators Association
National Grid Transco
Natural England
Network Rail
Npower Renewables
NTL
South Cambridgeshire District Council
Teversham Parish Council
The Norfolk, Suffolk & Cambridgeshire Strategic Health Authority

Other Consultees

42 x City Councillors
Ward County Councillors for Market, Newnham and Trumpington
CABE
Cambridge Cycling Campaign
Cambridge Preservation Society
Conservators of the River Cam
Estate Management and Building Service, University of Cambridge.
Cambridge Chamber of Commerce
Cambridgeshire Campaign for Better Transport
CRACA
Greater Cambridge Partnership

RSPB Eastern England Office
Shape East
The Bursars' Committee
Bursar of Pembroke College
Bursar of St. Catharine's College
Bursar of Darwin College
Bursar of Queens College
Bursar of Peterhouse
University of Cambridge Registry
La Salle Investment Management
Scudamore's Punting Company Ltd
Stagecoach
The Wildlife Trust
Emmanuel United Reform Church
Cambridge Friends of the Earth
Representative of residents of Little St Mary's Lane
Savills (representing the Cambridge Doubletree Hilton)
Nadia's Patisserie
Ben Haywood's
The Mill Public House
The Anchor Public House
Businesses within Millers Yard
Chief Executive, Cambridge University Press

Appendix 2: Main Issues raised during Consultation

Key issues discussed at Development Plan Steering Group (DPSG) (19th May 2009)

1.0 Introduction

1.1 In relation to the draft Old Press/Mill Lane SPD and representation made during consultation, ten key issues were discussed at DPSG. Following the DPSG meeting of 19th May 2009, officers have carried out further assessment and have held discussions with the University of Cambridge about a number of issues. The vision and masterplanning issues were also discussed at Design and Conservation Panel on 25th November 2009. The issues discussed below have fed into officers' responses to representations and amendments to the SPD.

2.0 Key Issues 1 and 10 – Vision and Phasing

2.1 Linked to the representations received from Design and Conservation Panel, it was considered that the document failed to convey the time and essence of Mill Lane. The vision needed to set out the aspirations for the site more clearly as the proposed area contained the possibility of creating a useful quarter for the city. As a result of discussion at DPSG, officers have worked on the vision with the University in order to retain the distinct character of the area and enhance problem areas.

2.2 With ongoing uncertainty regarding the University's detailed aspirations for the site and the phasing of development, it is considered that the vision should remain at a relatively high level and that the detailed development of the site should be furthered through the development of a Masterplan for the site with a phasing strategy within the overall Masterplan. Detailed planning applications will then be brought forward in line with the Masterplan. As such, it is considered that paragraph 5.1 and chapter 7 should be deleted and replaced with the following:

“As a result of the identified opportunities and constraints, a vision has been formulated to guide the future development of the site:

The Old Press/Mill Lane site provides an opportunity to create an area with a distinctive character that combines high quality buildings, streets and spaces, and responds well to its context through sensitive enhancement. It will contain a mix of uses that complement the City’s historic core and its riverside location. Development will support the creation of a more attractive, accessible, safe and sustainable environment.

In progressing the vision for the site towards fruition, the site will need to be subject to detailed masterplanning work. The Masterplan for the whole site will be submitted with the first significant redevelopment proposal and will consider the whole area covered by the SPD. This Masterplan will be tied to the first significant application, but will also be applied to other applications within the site boundary of the SPD. In order to progress the different parts of the site and their different scales of redevelopment and refurbishment, it is considered that the Masterplan should sub-divide the site into discrete parcels. Those parcels will consist of areas where development is likely to come forward at the same time. The relationship between the parcels is vital in achieving good co-ordination of development and a high quality environment. One area, which could form a parcel is the entire street block enclosed by Mill Lane, the river, Silver Street and Trumpington Street. The SPD identifies this area as the location with the greatest potential for redevelopment, subject to robust and detailed justification. Masterplanning and phasing is discussed at greater length in Chapter 7.”

- 2.3 This vision and supporting text is followed by the development objectives for the site.

- 2.4 In terms of masterplanning and phasing, it is considered that the existing chapter 7 should be deleted and replaced by the following paragraphs in order to clarify the future approach to the development of the site:

Policy 3/6 of the Local Plan (Ensuring Coordinated Development) states that the development of a site or part of a site will only be permitted where it can be demonstrated that due consideration has been given to safeguarding appropriate future developments on the remainder of the site or adjacent sites. It is felt that a well-prepared, clear and informed Masterplan for proposed and future development of the Old Press/Mill Lane site is vital in ensuring coordinated development.

The purpose of the Masterplan is to add detail and provide the basis for the determination of future planning applications for this site and the phasing of development. The Masterplan would be secured through a Section 106 agreement. This approach has been taken on a number of other sites in the city, such as the University of Cambridge's West Cambridge site and NIAB site, where Masterplans were submitted with planning applications.

The Masterplan for the whole site will be submitted with the first significant redevelopment proposal and will consider the whole area covered by the SPD. This Masterplan will be tied to the first significant application, but will also be applied to other applications within the site boundary of the SPD. The first significant application is categorised as the first application, which will materially affect the character of the Conservation Area. This will require discussion with the City Council.

Prior to its submission to the City Council, the Masterplan should be the subject of extensive consultation with stakeholders and residents.

Development proposals are unlikely to be delivered simultaneously for the entire Old Press/Mill Lane site as a result of the timing of the relocation of University uses to other sites and the challenges of developing a constrained City Centre site. The availability of different parts of the site will be a principal factor that will dictate the phasing of development. In order to progress the different parts of the site and their different scales of redevelopment and refurbishment, it is considered that the phasing strategy within the Masterplan should subdivide the site into discrete parcels. Those parcels will consist of areas where development is likely to come forward at the same time. The relationship between the parcels is vital in achieving good co-ordination of development and a high quality environment. One area, which could form a parcel is the entire street block enclosed by Mill Lane, the river, Silver Street and Trumpington Street. The SPD identifies this area as the location with the greatest potential for redevelopment, subject to robust and detailed justification.

The University is currently working on its Estate Implementation Plan, the outcomes of which will feed into the development of the Old Press/Mill Lane site. The phasing strategy within the Masterplan should be prepared in sufficient detail to meet the requirement of Policy 3/6 of the Local Plan and allow detailed planning applications to come forward on individual sites on a phased basis, forming part of a more comprehensive strategy for the whole site and making an appropriate contribution to the wider objectives of the SPD including improvements to public realm and accessibility.

All applications should be accompanied by a Design and Access Statement, which will state how the proposal relates and contributes to the vision and objectives set out in the SPD, the wider Masterplan and the opportunities and constraints that the site presents.

3.0 Key Issue 2 – Building Significance

- 3.1 English Heritage raised concerns about Plans 3 and 9 and the building significance designation given in Paragraph 3.9.3 and on Plan 10. They discussed the values assigned to individual buildings and groups of buildings and suggested reasoning behind amendments to Paragraph 3.9.3 and Plan 10. Cambridge Past, Present and Future and the University of Cambridge also raised concerns regarding the significance designations for some buildings on Plan 10. However, limited justification was provided for these suggested changes.
- 3.2 At DPSG, Members agreed with the officers' suggested approach to representations on building significance. The approach recognised that whilst English Heritage, Cambridge Past, Present and Future and the University of Cambridge may hold differing views on the values attached to buildings and spaces within the document, due to the subjective nature of the subject matter, it would prove difficult to achieve full consensus. The Historic Environment Analysis is an independent piece of work that was commissioned to inform the drafting of the SPD. It was carried out by Beacon Planning, who specialise in the historic environment field, particularly in Cambridge. Notwithstanding the challenges of achieving consensus, it is considered that substantial changes to the significance levels of buildings assigned in the draft SPD would give rise to major differences between the SPD and its evidence base. Not only would this have implications for soundness, it would also create additional complexity in the planning application process as developers would be uncertain as to the values attributed to different buildings.
- 3.3 Whilst it was recognised that there may have been some value in attaching significance designations to the buildings adjoining the site, the analysis was limited to those buildings and spaces potentially subject to development. Any development within the site will need to

work well within its context, both within and outside the site. This is recognised in Paragraph 6.2.1 of the SPD.

4.0 Key Issue 3 – Building Heights

- 4.1 Respondents, including the Bursars' Environment and Planning Sub-Committee, Darwin, Queens', St. Catharine's and Pembroke Colleges and the University of Cambridge raised concerns that the 4 storey limit for new buildings expressed in Paragraph 6.1.5 of the draft SPD lacked foundation and precluded the development of taller, potential landmark buildings.
- 4.2 Cambridge Past, Present and Future voiced concerns regarding the graduation of building heights across the site and the need to recognise that the levels on the river end of Mill Lane were lower than at the junction of Mill Lane with Trumpington Street. Providing the setting of the Pitt Building tower was protected, Cambridge Past, Present and Future did not take issue with small towers reaching 5 storeys in height.
- 4.3 At DPSG, Members agreed the officers' suggested approach to representations on building heights, which resulted in no changes being made to the SPD in this respect. The 4 storey limit expressed in Paragraph 6.1.5 relates to the existing building heights within and adjacent to the site and the need to maintain views, both long and short, of the Pitt Building, the Emmanuel United Reformed Church and other significant buildings beyond the site, including King's College Chapel. It is considered that the third sentence of the paragraph does not preclude the possibility of creating buildings that have significant townscape qualities specific to this locality. It is recognised that there may be circumstances where 4 storeys may be excessive. Given the Conservation Area designation of the site, it is considered that reasoned justification of the height, scale and massing of any new buildings in relation to adjacent buildings and the wider townscape of

the Conservation Area will need to be provided as a part of any planning application.

5.0 Key Issue 4 – Redevelopment/Conversion of Buildings

- 5.1 English Heritage, Cambridge Past, Present and Future and the Cambridge Design and Conservation Panel raised concerns regarding the demolition of buildings to create a new space on the river frontage. Cambridge Past, Present and Future objected to any demolition of buildings on either side of Laundress Lane as these buildings strongly reflect the traditional and utilitarian use of the river embankment for storage, trading and brewery purposes. In view of retaining Laundress Lane and its buildings in their entirety, they consider that an opportunity should be taken to create a square to the south/east of the Oasthouse/Malt Kiln. The Design and Conservation Panel's main concerns about this area related to the importance of a high quality scheme with new space of sufficient area and buildings of real quality.
- 5.2 The Cambridge Design and Conservation Panel commented that within the Panel there was a divergence of views on the retention of the Anchor public house. Its relationship to Silver Street Bridge is clearly unsatisfactory and the impact of its bin storage on Laundress Lane is unacceptable. Cambridge Past, Present and Future suggested that the Scudamore's boathouse on Granta Place could be removed and replaced with a better building and some open space.
- 5.3 Cambridge Past, Present and Future and the Colleges also supported some element of façadism. The Colleges gave an example of a flexible approach to the Pitt Building and the buildings immediately to the East with retention of the façades of the buildings with modern accommodation provided behind retained façades.
- 5.4 The Council notes the concerns regarding the demolition of buildings on either side of Laundress Lane, given the former trading character of this area. Whether accommodated around a public space or on one of

the existing street frontages, it is considered that a number of the uses mentioned in Cambridge Past, Present and Future's representation could be appropriate for the site, but that their delivery will be highly dependent on market conditions and the specific aspirations of developers. The SPD specifically supports the development of creative industries on the site in Paragraph 6.3.7.

- 5.5 At DPSG, Members commented that the proposal for open space next to the river presented a great opportunity for a high quality development. Members agreed not to remove the references in the SPD to the opening up of the river frontage.
- 5.6 The Cambridge Design and Conservation Panel's concerns were noted. With reference to bin storage, whilst it is noted as a problem in the area in Paragraph 3.7.5, an additional paragraph has been added to Section 6.5 to read "Given the constrained nature of the site and difficulties in servicing, any development will need to consider refuse storage facilities at an early stage in the planning process and will need to submit details at the planning application stage."
- 5.7 The potential that the Scudamore's boathouse on Granta Place offers in terms of public realm improvements has been acknowledged on Plans 12a and 12b with the scope of the new public space increased to include this area.
- 5.8 Members agreed at DPSG that the Council does not support the approach to façadism suggested by Cambridge Past, Present and Future and the four Colleges. It is hoped that buildings will be reused appropriately and that significant proportions of existing buildings should be retained wherever possible. Whilst we recognise the Colleges' aspirations for growth, this site requires a careful balance of conservation and sensitive change. No change to the plan has therefore been suggested in this respect.

6.0 Key Issue 5 – Residential and Student Residential Development

- 6.1 The Bursars' Environment and Planning Sub-Committee and the Colleges (Darwin, Pembroke, St. Catharine's and Queens') support the development of a mixture of uses on the site, but have raised concerns regarding the amenity of proposed and existing uses within the site and beyond. The impact of development upon the nearby Colleges must be considered carefully, although the site itself offers a unique opportunity for appropriate levels of student accommodation, which could support the vitality and vibrancy of the area.
- 6.2 At DPSG, Members agreed with the officer's suggested approach to representations on residential and student residential development, which noted the Bursars' Environment and Planning Sub-Committee and the Colleges' concerns regarding the amenity of adjoining Colleges. The final sentence of Paragraph 6.3.5 of the SPD has been amended to read "In order to minimise adverse effects on the amenities of residents within and in the vicinity of the site, the focus of any such uses will be around any new public spaces created within the site, adjacent to the Mill Pit and on Mill Lane."
- 6.3 In terms of the concerns raised by the four Colleges, it is considered that the SPD makes a number of references to the opportunities afforded to the Colleges. It is not the role of the SPD to set rigid requirements in relation to land uses.

7.0 Key Issue 6 – Retail and Commercial Development

- 7.1 The four Colleges and the Bursars' Committee did not support the indicative amount of 6,500 square metres of new commercial space in the draft SPD. Apparently, such developments will not find favour with tenants versus superior edge of City locations with better access and parking. Student accommodation provision in the traditional City Centre should be increased which will reduce traffic and parking volumes.

7.2 Officers have undertaken further work on the proposed level of commercial development. There are a number of buildings, which are currently in University-related uses and are earmarked for future commercial use. Their floorspace is approximately 6,000m². As such, it is recommended that the proposed floorspace for commercial development (in addition to the existing 1,000m² in Miller's Yard) should be limited to no more than 6,000m². If the developer requires a significant increase on this level of commercial floorspace, they will need to justify this in any planning application. As such, the table below paragraph 6.3.1 has been amended to reflect the reduction in floorspace and paragraph 6.3.7 has been amended to read:

“There is scope to introduce a wider range of commercial uses (Use Class B1) within the site including office and research and development type uses. Given the location and nature of the site, creative industries, including craft workshops, are considered to have particular potential to support the enhancement of the area. Up to 6,000 square metres of commercial uses could be accommodated. This is likely to be principally through the adaptive reuse of existing buildings. If the developer requires a significant increase on this level of commercial floorspace, they will need to justify this in any planning application. New development and applications for change of use for existing buildings will need to meet the approach to the selective management of the economy indicated in the Cambridge Local Plan and its successor documents and the Regional Spatial Strategy.”

7.3 A number of respondents, including the Parochial Church Council of St. Mary the Less, asserted that new retail units should not be provided on the site in view of the ongoing economic situation and the number of vacant retail units in the City Centre. The Cambridge University Press have questioned the viability of reinstating the ground floor units of Nos. 16 – 21 Silver Street as retail units given the additional pedestrian footfall on a street with narrow pavements and the static traffic generated. English Heritage, the Cambridge Past, Present and Future,

the Cambridge Design and Conservation Panel and other respondents also questioned the benefits to be obtained by providing retail frontage on the ground floor of the University Centre.

- 7.4 The draft Old Press/Mill Lane SPD issued for consultation suggested that the site could include up to 2,500m² of retail floorspace. In the light of local concerns and the altered global financial situation, it was agreed at Development Plan Steering Group in May 2009 that the proposed retail floorspace at the University Centre be deleted. As a result, the overall figure for retail development was then reduced to 2,300m². Members asked for further consideration of this issue. Officers have considered the level of existing retail floorspace on the site (approximately 1000m²) and have looked at the scope for further retail floorspace. In the light of the economic climate and representations, it is recommended that the SPD states that there should be no significant increase on the existing level of retail floorspace on the site. If the developer requires a significant increase on this level of retail floorspace, they will need to justify this in any planning application in terms of the need for such floorspace and the contribution that this form of development will make to the area's sense of place. As such, the potential quantum of retail development has been removed from the table below paragraph 6.3.1 in the SPD and the following paragraph has replaced paragraph 6.3.5:

“There should be no significant increase on the existing level of retail floorspace on the site. If the developer requires a significant increase on this level of retail floorspace, they will need to justify this in any planning application in terms of the need for such floorspace and the contribution that this form of development will make to the area's sense of place. Where new retail units are introduced, they should be small scale to encourage a mix of different types of retail and other uses. In order to minimise adverse effects on the amenities of residents within and in the vicinity of the site, the focus of any such uses will be around

any new public spaces created within the site, adjacent to the Mill Pit and on Mill Lane.”

8.0 Key Issue 7 – Hotel Development

- 8.1 Respondents, including Darwin, Queens’, St. Catharine’s and Pembroke Colleges and the Emmanuel United Reformed Church, raised concerns that the provision of a hotel on site may give rise to additional access and servicing requirements, which will increase the burdens on the limited road network in the area. Members agreed with these concerns. The Executive Councillor stated that she was content with the inclusion of a hotel subject to re-drafting the proposal to address the issue of parking and access. As such, paragraph 6.3.8 on hotel development has been amended by the insertion of the following sentences:

“Such a use will only be acceptable where on-site parking is restricted to a very limited number of spaces for use by guests with disabilities, and it can be demonstrated that access and servicing for the hotel can be accommodated satisfactorily within the existing road network of the area. Given the City Centre location, guests should be encouraged to use sustainable modes of transport, where possible.”

9.0 Key Issue 8 – Public Realm

- 9.1 Respondents, including Darwin, Queens’, St. Catharine’s and Pembroke Colleges, the Cambridge University Press and Cambridge Past, Present and Future raised issues regarding the need for another through route behind the Pitt Building.
- 9.2 Cambridge Past, Present and Future raised concerns regarding the restrained access point over the Old Mill foundations. The creation of a separate broad bridge close to/south west of the Old Mill foundations should be considered to better segregate the cycle route (with speed reductions at conflict points) with the creation of a broad paved area as relaxation space for pedestrians.

- 9.3 Cambridge Past, Present and Future also raised the need to enhance the setting of Stuart House and designate the space to the frontage as public green space/small park of high amenity fully accessible to the public.
- 9.4 Members at DPSG agreed that the cut-through to the rear of the Pitt Building is currently used informally by people cutting the corner. Whilst it is not envisaged to be a major route in the future and its existence is dependent upon the future use of the Pitt Building, the courtyard and surrounding buildings, the route remains worthy of recognition for enhancement.
- 9.5 With regard to the Cambridge Preservation Society's concerns, it was agreed that the restrained access point over the Old Mill foundations is highlighted on Plan 12b as requiring enhancement. However, with reference to the creation of an additional bridge, it is considered likely to introduce further pedestrian/cyclist/vehicular conflicts at a series of points either side of the river at Granta Place and Laundress Green. Whilst the Mill foundations are a recognised pinch point, they act as a speed reduction measure, particularly for cyclists.
- 9.6 Members agreed the officers' suggested approach to Stuart House. The setting of Stuart House is discussed in Paragraph 3.7.7 and the need to enhance the setting is referred to in Plan 12b. In order to highlight the importance of improving this space, Section 6.5 of the SPD will make specific reference to the need to remove cars from the frontage, improve the layout and appearance of the cycle parking and enhance the soft and hard landscaping. Given the private ownership of the space to the frontage of Stuart House, it is not considered appropriate to designate this area as public green space or as a small park of high amenity fully accessible to the public.

9.7 At DPSG, Councillor Baker hoped that the opportunity would be taken to provide new public toilets given that those of Silver Street were outdated. Officers have raised this issue with colleagues in Environmental Projects to progress improvements.

10.0 Key Issue 9 – Colonnading Silver Street

10.1 Respondents, including Darwin, Queens', St. Catharine's and Pembroke Colleges and the University of Cambridge supported the concept of colonnading Silver Street, but wished for further clarification on the viability of such a scheme. The Cambridge Design and Conservation Panel; Cambridge Past, Present and Future and English Heritage raised concerns regarding the potential impact of this proposal upon the townscape of Silver Street and the wider Conservation Area. Cambridge Past, Present and Future has raised concerns regarding the loss of the Anchor public house, although they recognise that it may be possible to establish a high level boardwalk adjacent to the river.

10.2 It is recognised that Nos. 16 – 21 Silver Street are currently being considered for listing by English Heritage. The buildings have significance within the streetscene, due in part to their completeness, lack of alteration to the Silver Street façade and views of the corner turret at the junction of Silver Street and Laundress Lane. In the light of the concerns raised during the consultation process, it was agreed by the Executive Councillor following discussion at DPSG that any reference to colonnading or arcading should be removed from the draft SPD.

10.3 A number of incremental changes to Silver Street are suggested, which could take place independently of each other at different times or together. These changes could involve demolition of the unsympathetic extensions to the Anchor public house in order to widen the pavement at that point on Silver Street and the creation of a boardwalk from Silver Street in front of the Anchor public house down to the Mill Pit.

The loss of this part of the Anchor public house would need to be the subject of detailed justification for the works proposed in the context of current policy and guidance on such matters as referenced in Paragraph 6.2.1 of the draft SPD. As a result of development within the centre of the northern block, a further change could involve the enhancement of the archway and pedestrian route through Nos. 19 and 20 Silver Street and the existing car park serving the laboratories on Mill Lane. Whilst these changes on their own could bring about minor public realm improvements to parts of the site, the greatest potential for change relates to the gradual closure of Silver Street to vehicular traffic. It is recognised that a tidal flow system is already in operation, but the City Council welcomes Cambridgeshire County Council's recent representation which confirmed that:

“The County Council welcomes the emphasis given to the needs of pedestrians and cyclists in this SPD. The design and management of highway space within and around the Old Press/Mill Lane area has the potential to significantly enhance the area. Silver Street and Trumpington Street are currently subject to traffic demand management measures and further restrictions on car-based access may need to be considered through the Local Transport Plan process to enhance access for sustainable forms of transport. Linked to further traffic restraint measures, there is an opportunity to consider significant changes to the streetscape in these streets to achieve greater road space allocation for pedestrians and cyclists, in particular. Within the Old Press/Mill Lane area itself, the layout of the highway is still, in parts, dominated by vehicular access requirements and the opportunity exists to consider a new streetscape design based on a shared surface design approach. This is particularly true of Mill Lane and Granta Place. Opening up the various non-highway links through the area could also enhance the permeability of the site for pedestrian movement.”

Given the concerns expressed by a number of consultees regarding the potential for colonnading Silver Street, it is considered that the opportunity to develop further traffic restraint measures on Silver Street is a more viable option, which would not only enhance the experiences of pedestrians and cyclists, but would allow for greater appreciation and safeguarding of the historic environment in this area of Cambridge. The SPD has been amended to reflect this in Section 6.6.



EQUALITY IMPACT ASSESSMENT STAGE ONE – Initial Screening





EQUALITY IMPACT ASSESSMENT STAGE ONE – Initial Screening

POLICY OR FUNCTION TO BE ASSESSED		Is the policy/function:	
Nature Conservation Strategy Implementation – ‘Taking the Actions Forward’		EXISTING	
		Yes	
Lead Officer	Assessment Team	Date of Stage One Initial Screening	
Guy Belcher	Guy Belcher, Christine Leonard, Melanie Jones, Ellis Selway	14/10/09	
1. Who defines or defined this policy/function?	<p>The strategy assists the authority in meetings its statutory duty under the 2006 Natural Environment & Rural Communities Bill to have regard to the purpose of conserving biodiversity in all its activities.</p> <p>The Nature Conservation Strategy Officer group produced the NCS in partnership with The Local Wildlife Trust. The strategy was adopted in 2006 by the City Councils Environmental Scrutiny Committee.</p>		
2. Who implements it?	The Nature Conservation Strategy Implementation Group oversees, prioritises and coordinates the work of City Council departments, partner organisations and stakeholders.		

<p>3. Describe the aim, objective or purpose of the policy or function</p>	<p>The vision of the Strategy is that over the next 20 years Cambridge will see a 'net gain' in biodiversity, both within the city and the surrounding countryside, including the extent and quality of priority habitats and populations of priority species. Wildlife habitats will be protected, enhanced and where possible expanded and linked. The very best wildlife habitats will form part of a much wider ecological network that will link the whole city and beyond. Everyone who visits, lives or works within Cambridge will have access to high quality natural green spaces within walking distance of their home or place of work, and there will be a greater awareness and understanding of the value of biodiversity.</p>
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4. Are there any related objectives? If so, what are they?

Medium Term Objectives

- Promote Cambridge as a sustainable City, in particularly by reducing carbon dioxide emissions and the amount of waste going into landfill in the City and Sub-region.
- Maintain a healthy, safe and enjoyable city for all, with thriving and viable neighborhoods.
- Lead the growth of Cambridge to achieve attractive, sustainable new neighborhoods, including affordable housing, close to a good range of facilities, and supported by transport networks so that people can opt not to use the car.

Service Objectives

- To promote sustainable lifestyles and sustainable development in Cambridge
- To seek to ensure the effective engagement of all sections of the community in the planning and environmental processes
- To use the Council’s environmental, planning and transport policies to promote health and safety in the community
- To establish a robust statutory policy framework to support integrated environmental, planning and transport decision making in development
- To conserve (protect and enhance) the distinctive historic and natural environments of the City
- To promote an integrated approach to achieving more sustainable transport in Cambridge
- To maintain and where possible increase the role of walking and cycling as a key modes of travel in the City
- To support the sustainable development of a prosperous local economy

Performance Indicator

- **National Indicator (NI) 197** Improved local biodiversity - Proportion of local sites where positive conservation management has been or is being implemented

<p>5. What are the current priorities associated with this policy/function?</p>	<ul style="list-style-type: none"> • To ensure that site designated for nature conservation receive protection and are managed in a favorable ecological condition. This will be achieved through the adoption of cross-departmental Conservation Management Plans, which engage the local community. • Recognise the ecological services that Cambridge biodiversity offers residents against the adverse impacts of climate change. For example natural habitats can provide flood storage, help regulate temperatures within urban areas and improve air quality. • To ensure that all Cambridge residents have access to high quality, safe natural green spaces and the opportunity to be involved in conservation management and to learn about their natural environment.
<p>6. What outcomes are wanted from this policy/function?</p>	<ul style="list-style-type: none"> • Increase the number and area of quality, accessible natural green space for people and wildlife within the city. • Increase the number of people experiencing and engaging with local wildlife. • To see an overall net gain in biodiversity across the City,

<p>7. Who are the main stakeholders?</p>	<ul style="list-style-type: none"> • The City Council • All who visit, live and work in Cambridge. • The biodiversity, resident or migrant that make use of the City <p>Partners include:</p> <p>Natural England (formerly English Nature), the Wildlife Trust, Environment Agency, Cambridge Natural History Society, Cambridge Past Present & Future (formerly Cambridge Preservation Society), the University & Colleges, University Botanic Garden, major developers, Cambridgeshire Horizons, South Cambridgeshire District Council, Cambridgeshire County Council, private landowners, Conservation Volunteers, Friends Groups, Cambridgeshire Biodiversity Partnership.</p>
<p>8. What outcomes do stakeholders want from this policy/function?</p>	<ul style="list-style-type: none"> • Everyone who visits, lives or works within Cambridge will have access to high quality natural green spaces within walking distance of their home or place of work, and there will be a greater awareness and understanding of the value of biodiversity. • The city and its wildlife will be better adapted to meet the challenge of increased extreme weather events due to our changing climate. • The importance of designated conservation sites and the wider network of public open spaces will be recognised and sensitive management undertaken to enhance their value.

<p>9. Is the policy/function corporate and far-reaching?</p>	<p>Yes.</p> <p>The policies, identified actions and projects will have city wide, long term impacts for the city's wildlife and population.</p>
<p>10. What number of people may be affected or impacted upon by the implementation of the policy/function?</p>	<p>All who visit, live and work in Cambridge and its surrounding area.</p> <p>Biodiversity does not recognize authority boundaries and many species will be international in their wanderings. For example, Cambridge is fortunate to host breeding swifts for three months of the year. Cambridge fledged chicks will travel through Europe and down as far as South Africa.</p>
<p>11. Are key elements of people's lives affected by this policy/function eg finance, accommodation, welfare?</p>	<p>Yes.</p> <ul style="list-style-type: none"> • The physical and mental health benefits of accessible natural green spaces and the ability to experience wildlife on a daily basis are widely recognised. • The presence of quality natural greenspace has been demonstrated to improve the desirability of both residential and business areas with knock on effects for house prices and the wider economy.

<p>12. Are there any criteria, requirements or aspects of this policy/function that could contribute to inequality?</p>	<p>Yes</p> <ul style="list-style-type: none"> Existing land use pressures mean that some areas of the city lack opportunities for natural greenspace. Despite complying with the DDA legislation on Local Nature Reserves some sites, or parts of sites, will remain inaccessible due to the potential conflict with nature conservation concerns. Promotional materials may not reach all communities or be in an accessible format or language Events and volunteer opportunities may not be tailored to the needs of all of the community 		
<p>13. Could the policy/function discriminate against any group(s) either directly or indirectly?</p>	<p>Potentially through lack of appropriate engagement and promotion of service to the whole community.</p>		
<p>14. Are there any concerns that the policy/function could have a differential impact in terms of equality?</p> <p>If Yes, please indicate what your concerns are for each</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>Y</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Current site users and event participants may not reflect full ethnicity mix found within the City.</p>

<p>category.</p> <p>Please substantiate your concerns with any existing evidence.</p>	<p>Disability Including Mental Health</p>	<p>Y</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Some sites and events may be restrictive due to access issues.</p> <p>Some complaints have been received about LNR accessibility.</p>
	<p>Gender Including Transgender</p>	<p>Y</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Some sites may have anti social issues or safety concerns that currently exclude some users.</p>
	<p>Sexual Orientation</p>	<p>Y</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p>
	<p>Religion or Belief</p>	<p>Y</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Current site users and event participants may not reflect full belief mix found within the City.</p>
	<p>Age Young-Elderly</p>	<p>Y</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Some sites may have anti social issues or safety concerns that currently exclude some users.</p>

<p>15. Of the groups who might be expected to benefit from the intended outcomes, are there any that do not?</p>	<p>Current users of the service do reflect a broad mix of age ranges from both sexes. For example the weekly conservation volunteer group bring individuals with different backgrounds, who share a common interest.</p> <p>However, we have limited knowledge of LNR and other natural greenspace non-users.</p>	
<p>16. Do your answers reveal there is potential or actual differential or adverse impact of this policy/function?</p>	<p>Yes. There is potential differential or adverse impact due to the potential lack of appropriate promotion and out reach to all possible service users.</p>	
<p>17. Can any differential impact be justified on the grounds of promoting equality for one group, or for any other reason?</p> <p>Please give details.</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>No</p>
	<p>Disability Including Mental Health</p>	<p>Not every site or part of a natural greenspace can be made accessible to all. Sites should have reasonable and appropriate access for all provision, whilst maintaining a natural feel and value for biodiversity.</p>
	<p>Gender Including Transgender</p>	<p>No</p>
	<p>Sexual Orientation</p>	<p>No</p>
	<p>No</p>	<p>No</p>

	Age Young-Elderly	No	
18. Does the policy/function meet the statutory duty to promote good relations? If Yes, please detail how.			
19. Should this policy or function proceed to a STAGE 2 PARTIAL EIA?	YES		
	If Yes, is there enough evidence to proceed straight to a STAGE 3 FULL EIA?		
	NO		
Date set for:	STAGE 2 PARTIAL EIA July / August 2010	or	STAGE 3 FULL EIA
Signature of Lead Officer		Date EIA completed	
Name and Position : Guy Belcher Nature Conservation Projects Officer			
EIA checked by		Date	
Name and Position			
STAGE ONE EIA completed and located at:			
Ongoing monitoring arrangements, and review date:			

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EQUALITY IMPACT ASSESSMENT STAGE TWO – Partial EIA

Page 101





**EQUALITY IMPACT ASSESSMENT
STAGE TWO – PARTIAL Equality Impact Assessment**

Policy or function to be assessed		Is the policy/function:	
Nature Conservation Strategy Implementation – ‘Taking the Actions Forward’			EXISTING
			Yes
Lead Officer	Assessment Team	Date of Stage 2 EIA	
Guy Belcher	Guy Belcher, Christine Leonard, Melanie Jones, Ellis Selway	Summer 2010	
1. In what areas has this policy/function been identified as having a differential impact ? Please give details.	Ethnicity Including Gypsies & Travellers	Sites and opportunities for engagement may not be promoted appropriately to all audiences. Current site users and event participants may not reflect full ethnicity mix found within the City. Language, Accessing Information All promotion is currently in English language only	

	<p>Disability Including Mental Health</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Some sites and events may be restrictive due to access issues.</p> <p>Some complaints have been received about LNR accessibility.</p> <p>Information on website is not always accessible by elderly people</p>
	<p>Gender Including Transgender</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Some sites may have anti social issues or safety concerns that currently exclude some users.</p>
	<p>Sexual Orientation</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences</p>
	<p>Religion or Belief</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Current site users and event participants may not reflect full belief mix found within the City.</p>

	<p>Age Young-Elderly</p>	<p>Sites and opportunities for engagement may not be promoted appropriately to all audiences.</p> <p>Some sites may have anti social issues , safety or access concerns that currently exclude some users.</p>
<p>2. What existing evidence, presumed or otherwise, do you have for this?</p>	<p>We have limited knowledge of Local Nature Reserve, natural greenspace and volunteer opportunity non-users.</p>	
<p>3. Does the policy/function meet the statutory duties to promote equality and good relations?</p> <p>If Yes, please detail how.</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>Reserves and events are free and open to everyone.</p> <p>We encourage all Friends of sites groups to adopt Equality policy.</p> <p>Work with the Children and Young Peoples Team and local schools to encourage natural play, understanding and respect of our shared environment.</p>
<p>Disability Including Mental Health</p>		
<p>Gender Including Transgender</p>		
<p>Sexual Orientation</p>		
<p>Religion or Belief</p>		
<p>Age Young-Elderly</p>		

<p>4. What existing evidence, presumed or otherwise, do you have for this?</p>	<p>Current users of the service do reflect a broad mix of age ranges from both sexes and a variety of backgrounds. For example the weekly volunteer group bring together individuals with different backgrounds, who share a common interest.</p>
<p>5. What information can you access for this Stage 2 Partial EIA?</p> <p>Please detail.</p>	<ul style="list-style-type: none"> • Feedback from Service users • Greenstat – web based feedback opportunity for all site users. • Public consultation on new management plans and facilities e.g. Pye Fen & Coldhams Common new LNR proposals • Accessible natural green space standards – Natural England <ul style="list-style-type: none"> - No person should live more than 300 metres from their nearest natural greenspace of at least 2 ha. - There should be provision of at least 1 ha of local nature reserve per 1000 population - There should be at least one accessible 20 ha site within 2km from home - There should be one accessible 100 ha site within 5 km - There should be one accessible 500 ha site within 10 km.
<p>6. What additional information do you need?</p> <p>Please detail how to propose to get this.</p>	

<p>7. Are there any experts / relevant groups you can approach to explore their views on the issues?</p>	<ul style="list-style-type: none"> • Disability Panel – Practical local advice on access and engagement • CABE Space – Offer advice and best practice for parks & public places • Greenflag award – Peer review of sites aiming to encourage best practice 																	
<p>8. Please list who you propose to seek the views of, and why.</p>	<ul style="list-style-type: none"> • Disability Panel regarding current awareness of service and provision of access to natural greenspace 																	
<p>9. How will these views be obtained? Please select/detail.</p>	<table border="1"> <tr><td>Letter</td><td></td></tr> <tr><td>Meetings</td><td>Y</td></tr> <tr><td>Interviews</td><td></td></tr> <tr><td>Telephone</td><td></td></tr> <tr><td>Workshops</td><td></td></tr> <tr><td>Questionnaires</td><td></td></tr> <tr><td>Existing consultation forum</td><td>Y</td></tr> <tr><td>Survey</td><td></td></tr> </table>	Letter		Meetings	Y	Interviews		Telephone		Workshops		Questionnaires		Existing consultation forum	Y	Survey		
Letter																		
Meetings	Y																	
Interviews																		
Telephone																		
Workshops																		
Questionnaires																		
Existing consultation forum	Y																	
Survey																		
<p>10. Please detail the views received through these processes. Record how and when these views were obtained.</p>	<p>Attended Disability panel to present NCS and LNR (Oct 2010). Positive feedback with panel keen to comment on all future LNR plans. An LNR site visit to assess DDA and other related aspects planned for Spring 2011.</p>																	
<p>11. In view of these responses, the outcomes of the initial screening and investigation</p>	<p>Ethnicity Including Gypsies & Travellers</p>	<p>LNR Leaflet and website to be revised and updated.</p>																

of all other evidence and information, please list any issues or concerns identified.	Disability Including Mental Health	DDA access enhancements to new and existing LNRs. Introduce a code of conduct and diversity awareness to volunteer starter pack.		
	Gender Including Transgender			
	Sexual Orientation			
	Religion or Belief			
	Age Young-Elderly			
12. Please assess and detail whether there is any unjustified differential or adverse impact.				
13. Please detail any positive actions/improvements that will be carried out to correct any differential impact, and/or to promote good relations and equality. Identify how these will be taken forward.	Improve access points on LNRs as part of phased programme. Review LNR Leaflet and website to include large print and review under new translation service contract			
14. As a result of this partial impact assessment, is a STAGE 3 FULL EIA required?			NO	

If Yes, date set for STAGE 3 FULL Equality Impact Assessment:			
Signature of Lead Officer		Date Stage 2 EIA completed	
Name and Position			
Stage 2 EIA checked by		Date	
Name and Position			
STAGE TWO EIA published at:			
Ongoing monitoring arrangements, and review date:			

CAMBRIDGE CITY COUNCIL

DRAFT

REPORT OF: Alison Kemp, Performance Manager

TO: Equality Panel

22/11/2010

WARDS: All

EQUALITY ACT 2010 - FIRST PHASE IMPLEMENTATION 1 OCTOBER 2010

1 INTRODUCTION

1.1 The Equality Act 2010 is being implemented in a number of phases the first of which came into force on 1st October 2010. This particular phase does not significantly change the City Council's responsibilities as a public sector organisation. It is mostly a tidying up exercise to bring the legislation across all the equalities strands into line. Details of the changes that have implications for the City Council and the ways in which will be addressed are set out in the body of the report.

2. RECOMMENDATIONS

2.1 That the Equality Panel:

2.1.1 Notes those provisions under the implementation of the first phase of the Equality Act 2010 which have implications for the City Council; and

2.1.2 Endorses the ways in which the City Council proposes to address these.

3. BACKGROUND

3.1 The Equality Act 2010 received Royal Assent on 8 April 2010. The Act brings together all the existing strands of equality and discrimination legislation, with the aim of clarifying existing law and extending it to cover some anomalies in existing discrimination law, and creating a stronger set of obligations on public bodies to promote equality. The Act is being implemented in phases, the first of which came into force on 1st October 2010.

3.2 The provisions that came into force on 1st October 2010:

- set out the basic framework of protection against direct and indirect discrimination, harassment and victimisation in services and public functions; premises; work; education; associations, and transport.
- changed the definition of gender reassignment, by removing the requirement for medical supervision
- levelled up protection for people discriminated against because they are perceived to have, or are associated with someone who has, a protected characteristic¹, so providing new protection for people like carers
- gave clearer protection for breast-feeding mothers
- apply the European definition of indirect discrimination to all protected characteristics
- extend protection from indirect discrimination to disability
- introduce a new concept of “ discrimination arising from disability”, to replace protection under previous legislation lost as a result of a legal judgment
- apply the detriment model to victimisation protection (this aligns the approach with that taken in employment law)
- harmonise the thresholds for the duty to make reasonable adjustments for disabled people
- extend protection from 3rd party harassment (e.g. of staff by a customer) to all protected characteristics
- make it more difficult for disabled people to be unfairly screened out when applying for jobs, by restricting the circumstances in which employers can ask job applicants questions about disability and health
- allow claims for direct gender pay discrimination where there is no actual comparator
- make pay secrecy clauses unenforceable
- extend protection in private clubs to sex, religion or belief, pregnancy and maternity, and gender reassignment
- introduce new powers for employment tribunals to make recommendations which benefit the wider workforce
- harmonise provisions allowing voluntary positive action.

City Council managers have had general briefings on the Equality Act and specifically on the changes arising from the implementation of the first phase.

¹ Protected characteristics: Part 2 Chapter 1 section 4

“The following characteristics are protected characteristics –

age;	pregnancy and maternity;	sexual orientation
race;	religion or belief;	
sex;	gender reassignment;	
disability;	marriage and civil partnership.	

4. WHAT HAS CHANGED?

4.1. Who is protected by the Act

Disability – To qualify for protection from discrimination, a disabled person no longer has to show that their impairment affects a particular ‘capacity’, such as mobility or speech, hearing or eyesight.

Gender reassignment – To qualify from protection from discrimination a transsexual person no longer has to show that they are under medical supervision.

4.2 What the law prohibits

Direct discrimination – Direct discrimination has been extended to cover disability.

Direct discrimination includes discrimination because a person is wrongly thought to have a particular protected characteristic or is treated as if they do. Previously protection extending wider than the person’s own protected characteristic – such as protection from discrimination because of association and perception - applied only to race, religion or belief, and sexual orientation. Now it applies to sex, disability and gender reassignment as well.

Indirect discrimination – Indirect discrimination now applies to disability and gender reassignment as well as the other protected characteristics. Note: Pregnancy and maternity is not covered but policies and practices that would put pregnant women and new mothers at a disadvantage could constitute unlawful indirect sex discrimination.

Victimisation – There is now no need for a victim to show that they have been less favourably treated than someone who has not made or supported a complaint under the Equality Act. They need only show that they have been treated badly.

4.3 Other changes

Breast-feeding mothers – the Act has specifically clarified that it is unlawful to discriminate against a woman because she is breast-feeding, therefore a woman to whom the Council is providing goods, facilities and services must be allowed to breast-feed if she so wishes.

Positive action – some people with protected characteristics are disadvantaged or under-represented in some areas of life, or have particular needs linked to their characteristics. They may need extra

help or encouragement if they are to have the same chances as everyone else. The new positive action provisions enable public sector organisations to take proportionate steps to help people to overcome their disadvantages or to meet their needs. Note: a) There is no requirement to take positive action; and b) There is no restriction on treating disabled people more favourably than non-disabled people. It is also permitted to take steps to meet the needs of people with a particular disability e.g. to provide Braille transcription on all direction signs around a building to encourage greater use of the building by people with sight impairments or to provide hearing induction loops in public meeting rooms to encourage more people with hearing deficiencies to attend public meetings.

4.4 **Our obligations as an employer**

There are two provisions of the Equality Act that particularly affect on obligations as an employer.

Restrictions on employers asking job applicants questions

about health – It is no longer permissible to ask questions about an applicant’s health before making an offer of employment or including them in a pool of applicants to be offered work when it becomes available, except in the following circumstances:

- to find out whether an applicant is able to take part in an assessment to test their suitability for the job
- to establish whether there is a duty to make reasonable adjustments to enable an applicant to take part in a recruitment process
- monitoring the diversity of applicants
- to take positive action in supporting employment of disabled people (e.g. “double ticks” scheme)
- to establish that a person has a disability where this is an occupational requirement.

We can continue to carry out pre-employment checks on attendance levels through obtaining references and occupational health assessments but only once the successful applicant has been offered a conditional offer of employment.

To comply with this requirement the Council has removed a question about previous sickness absence from both our paper and on-line forms. Managers have been advised that they should not ask interview questions about an applicant’s health or disability unless this is in relation to how the applicant can carry out the specific

requirements of the job and any reasonable adjustments that can be made.

Third-party harassment – This is where, for example, a customer or service user harasses a member of staff because of their particular protected characteristic e.g. race or disability. This provision has now been extended to all protected characteristics (except pregnancy and maternity and marriage and civil partnership). It has also been widened to cover harassment based on perception that the person being harassed has a protected characteristic, or that results through the harassed individual's association with someone with a protected characteristic e.g. the mother of a disabled child.

The City Council is reviewing its Dignity at Work policy to ensure that all protected characteristics are covered and that it includes 3rd-party harassment. Managers have been advised that if they receive complaints about 3rd party harassment, it is important that reasonable, practical steps are taken to prevent it and that accurate records of incidents are kept.

- 4.5 Draft Codes of Practice on employment, services, public functions and associations and equal pay were laid before Parliament on 12th October. Assuming that there is no challenge to the drafts these will come into force through a Government Order on 22nd November 2010.
- 4.6 The next phase of implementation comes into effect from 2 April 2011. The Government is currently consulting on a new public sector Equality Duty but is still considering whether and/or how a number of aspects of the Act will be implemented, including:
- the socio-economic duty on public authorities
 - dual discrimination i.e. where based on a combination of two characteristics
 - employers to provide gender pay gap information
 - provisions relating to auxiliary aids in schools
 - diversity reporting by political parties
 - positive action in recruitment and promotion
 - prohibition on age discrimination in services and public functions
 - civil partnerships on religious premises.

5. Conclusion

- 5.1 The implementation of the first phase of the Act has relatively few practical implications for the City Council as it is largely concerned with tidying up anomalies created in the raft of previous legislation. Where there are practical implications for the Council both as an employer and a service provider action has been taken to address these.

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CAMBRIDGE CITY COUNCIL

COMPREHENSIVE EQUALITIES AND DIVERSITY POLICY “Embracing diversity, committed to equality”

OUR COMMITMENT

Cambridge City Council believes in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our city.

We recognise and accept that discrimination means some people may have not had equal access to services or employment or fair chances in life. Therefore we support the view that it may be necessary to develop or create some services or opportunities to specifically meet different needs.

We understand that discrimination can be institutionalised. We are committed to combating any unintended institutional discrimination by developing an anti-discriminatory organisational culture, placing equalities at the centre of all our activities and key agendas, and celebrating diversity in its many forms.

We work to the following principles:

- › We recognise nine main equality strands as recognised in UK law, giving all equal importance. These are: gender, gender reassignment; race and ethnicity; disability; sexual orientation; age; religion/belief, marriage and civil partnership, pregnancy and maternity
- › We aim to eliminate unlawful discrimination and to promote equality of opportunity and good relations between people of different and diverse communities
- › We support the progressive approach of promoting good relations between different groups in order to tackle prejudice and end discrimination, and apply this to all equality strands
- › We are committed to developing and promoting an anti-discriminatory environment within the Council and City as a whole and will reflect this in our policies and practices
- › We are committed to improving our equalities practice at corporate, departmental, service and individual levels throughout the council and want to maintain a positive and inclusive workplace culture that values all employees equally

- › We aim to identify and eliminate barriers in our own systems and procedures, training staff and managers to enable them to help make this happen
- › We will actively engage with the local community through communication and consultation to ensure that our services meet the needs of and are fully accessible to our diverse population
- › We recognise the value of an energetic and creative voluntary/community sector and will work with groups, individuals and organisations to provide culturally specific services, with equalities firmly embedded in those relationships and projects
- › We will ensure a commitment to equalities and diversity in our commissioning and procurement arrangements and expect suppliers and contractors to fully comply with this equalities and diversity policy
- › We encourage real participation in local democracy and representation on various bodies and in our processes, from people who may normally feel excluded from decision-making processes
- › We will comply with all our legal obligations and follow best practice guidance

SCOPE

This policy applies to all aspects of the Council's functions including:

- Provision of services
- Commissioning and purchasing of goods and services
- Recruitment, employment, training and development of staff
- Grants to voluntary and community organisations
- Landlord functions in respect of housing and other property
- Exercise of statutory powers and responsibilities
- Partnerships with other organisations
- Community involvement
- Consultation with local people
- Promotion and publicity

VALUING OUR EMPLOYEES – AS AN EMPLOYER

All Council employees are responsible for complying with this policy and must follow it as part of their conditions of service. Council staff must not discriminate against anyone, persuade another employee to discriminate, tolerate or condone discriminatory practices, harass or abuse other employees or members of the public - for any reason. In return we expect our staff to be treated with respect and we will not tolerate discriminatory or abusive behaviour towards our staff from members of the public.

The Working Environment

The Council aims to:

- provide a safe and accessible working environment for existing and potential employees, one that is free from harassment and discrimination, where individuals' values, beliefs, identities and cultures are respected
- provide equipment and facilities, including adaptations to the workplace, to enable people with disabilities to develop their full potential
- take action to protect employees who are at risk of violence while carrying out their duties
- support and facilitate staff networks for those from minority groups or those who face disadvantage or discrimination in society

Employment practices

- We aspire to being an employer for whom local people will want to work
- We aim to make sure that jobs with the council are accessible to all sections of the community, and that our recruitment policies and practices do not indirectly discriminate against any particular group of job seekers
- We will not exclude transgender people from positions which require a gender-appropriate candidate
- We actively seek to participate in innovative programmes that increase opportunities for minority groups to gain employment with the council
- We will develop initiatives to redress current imbalances in our workforce, through recruitment, career development and training, and building strong links with marginalised or minority communities
- We will provide support systems as part of our policy to promote dignity and respect at work and make confidential reporting systems available for those who may face prejudice or discrimination
- We will promote opportunities to ensure that not only is the Council's workforce representative of the local community, but that this representation is also reflected across all levels and grades
- We are committed to undertaking regular workforce database monitoring and staff attitude surveys, to help identify equality and diversity trends or issues that may need addressing

VALUING OUR CUSTOMERS – DELIVERING SERVICES

It is our aim that:

- service users receive fair, sensitive and equal treatment when accessing services, and are treated with dignity and respect
- services are relevant and responsive to the changing and diverse needs of our local population, and are delivered without discrimination, prejudice or bias
- transgender people will not be excluded from gender-appropriate single sex/sex segregated facilities operated by the council
- services, buildings and information are fully accessible, particularly to those groups or individuals who face disadvantage or discrimination
- we provide clear and understandable information about services and policies in accessible formats and languages
- all external contracts comply with the council's equality policy
- service users are aware of their rights and entitlements when receiving services

We will ensure that all job applicants, employees and service users have access to this policy and our equality values statement.

HOW WE ARE ORGANISED

There is a clear infrastructure to help deliver equality and diversity in the organisation.

Councillors - elected members of the Council have overall responsibility for this policy. The Leader of the Council is the portfolio holder for equalities and diversity. The Strategy and Resources Scrutiny Committee oversees and scrutinises the Leader's portfolio.

Equalities Panel - meets formally twice a year to advise on the Council's equalities work. Membership consists of four members of the public, four staff representatives (two at management level) and four elected Councillors.

Strategic Leadership Team – provides visible leadership on equalities and diversity issues.

Equalities Champion - a member of the Council's Strategic Leadership Team is responsible for championing all equality areas.

Joint Equalities Group (JEG) – an officer group that meets regularly to develop, deliver and oversee the council's equalities and diversity programme. Combines equalities work in employment, service delivery and community relations. Core membership is:

- Strategy & Partnerships
- Human Resources
- Community Development
- Departmental Link Officers

Departmental Equalities Link Officers - representatives from each department report to Departmental Management Teams and link in with the corporate equalities agenda through the Joint Equalities Group.

Staff Groups – four staff groups that meet regularly throughout the year:

- Black and Minority Ethnic Staff Group
- Lesbian, Gay, Bisexual and Transgender (LGBT) Staff Group
- Disabled Staff Group
- Women's Staff Network



Staff groups are encouraged to be self-determining; all have their own ways of working. The staff groups meet jointly with the Strategic Leadership Team at least annually.

HOW WE DELIVER

Promoting diversity programme

The Council has responded to the duty to promote good relations between different communities by developing an annual programme of 'diversity days'. This approach recognises the main equality strands and provides a framework for engaging different individuals, groups, partners and communities.

The programme primarily consists of support for events to celebrate, for example:

- › LGBT (lesbian, gay, bisexual, transgender) History Month – February
- › International Women's Day – 8th March
- › International Day to Eliminate Racism – 21st March
- › National Play Day – August
- › Pink Festival – August
- › Black History Month – October
- › International Day of Older People – 1st October
- › International Day of Disabled People – 3rd December
- › Holocaust Memorial Day – 27th January
- › various interfaith initiatives throughout the year

This way of working also allows for response to other equality or diversity projects, for example World Roma Day – 8th April, International Day of Peace – 21st September, Refugee Week – June.

Community Development

Cambridge City Council has a strong Community Development Unit with equalities resources who support, strengthen, resource and engage many minority and marginalised communities.

Training, communications and resources

We provide equality and diversity training for staff and managers including mandatory equalities training within induction programmes for new staff. We supplement formal training with additional briefings and communications designed to raise awareness and increase knowledge around all equality issues, best practice and legislation.

Consultation and Involvement

The Council undertakes regular consultation with service users to ensure that the views of all communities are heard. Targeted work is undertaken to seek minority communities' views where these may not be picked up in general consultation initiatives. This consultation is used to inform council priorities and improve services.

Equality Framework for Local Government

The Equality Framework is a national framework offering a comprehensive and systematic approach to measuring performance on equalities issues. The Framework covers all the groups that are protected by discrimination law. The Council measures its progress against the five areas of performance contained in the Framework as part of our Annual Equalities Review.

Equality Impact Assessments (EIAs)

EIAs are a mechanism to equality check council functions and policies to ensure they do not discriminate or cause any adverse impact relating to equalities and diversity. The Council has an ongoing process of undertaking EIAs on all relevant policies and functions.

Monitoring

Monitoring is an essential and integral element of the Council's equalities performance, and is a requirement of the revised Equality Standard. We also monitor our services to meet the specific duties as set out in the Race Relations Amendment Act 2000 and the Disability Discrimination Act 2005.

Single Equality Scheme (SES)

In 2009, in anticipation of the introduction of the Equality Act 2010, the Council adopted a single equality scheme, which includes outstanding actions from our previous race, disability and gender schemes. The scheme is reviewed and reported on annually as part of the Council's Annual Equalities Review.

REVIEWING THE POLICY

We will review our practice regularly in line with this policy to ensure that the principles, objectives and priorities are achieved. We will produce an annual report each year, which will be reported to the Strategic Leadership Team, the Equalities Panel, and Strategy and Resources Scrutiny Committee, and will be published on the Internet.



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CAMBRIDGE CITY COUNCIL EQUALITY VALUES STATEMENT

“Embracing diversity, committed to equality”

Cambridge City Council believes in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our city.

As an employer, service provider and community leader, we aim to eliminate prejudice and discrimination, and to promote good relations between different groups.

We recognise that certain individuals and groups of people can experience significant disadvantage in society, including

- Black and Minority Ethnic communities
- Women (including pregnant women and nursing mothers)
- Disabled people
- Lesbian, gay, bisexual and transgendered people
- Older people, children and young people
- Religious and belief groups

and that people can be disadvantaged because of their marital or civil partnership status.

As a service provider, we will ensure that:

- service users receive fair, sensitive and equal treatment
- services are relevant and responsive to the changing and diverse needs of our local population
- services, buildings and information are fully accessible, particularly to those groups or individuals who face disadvantage or discrimination

As an employer, we will ensure that:

- employees do not discriminate against anyone, or influence another employee to discriminate, tolerate or condone discriminatory practices, harass or abuse other employees or members of the public
- we provide a safe, supportive and accessible working environment free from harassment and discrimination for existing and potential employees where individuals' values, beliefs, identities and cultures are respected
- we will develop inclusive initiatives to redress imbalances in our workforce at all levels, through recruitment, career development and training, and strong community links

It is the responsibility of every individual member of staff within Cambridge City Council to uphold these values and act accordingly. We expect our staff to be treated with the same respect and dignity that we offer our customers.

Cambridge City Council Equalities Action Plan 2010-2011

This plan sets out the strategic actions that the City Council will be undertaking over the coming year to advance its equalities agenda. The areas of focus for 2010-2011 have been identified from our recent Equalities Impact Assessments or are in response to recent legislation. Much of our equalities work is now embedded in our day-to-day service delivery and employment practice, and details of individual projects and actions will be contained within service plans and team and individual objectives.

Progress against this plan will be monitored and reviewed after six months with a final progress update feeding into the Annual Equality Review for 2011.

Aim	Areas of Focus for 2010-2011	Outcome	Lead Dept(s)	Timescale	March 2011 Update
1. City Council to adopt the Cambridgeshire Inequalities Charter	Integration of the Charter's principles within the city's service planning and delivery processes.	The council and its partners take a holistic approach to reducing inequalities, which includes shifting resources, better joined up working and working with communities to ensure that services are shaped around their needs.	All	Adoption of Charter October 2010 Integration of principles June 2010	
2. To continue to work to improve access to and take-up of council services.	Gypsies and Travellers (800 th anniversary of Midsummer Fair) Financially excluded (impact of national deficit reduction and reduced local public service spending)	All those who want or need council services know how and are able to request or access them.	All	August 2011	

Aim	Areas of Focus for 2010-2011	Outcome	Lead Dept(s)	Timescale	March 2011 Update
3.To develop an improved level of understanding of our communities and their needs through research, data gathering and equality mapping	Gypsies and Travellers (across all service areas)	The Council is able to provide appropriate and good quality services that meet the needs of the City's different communities.	All	August 2011	
4.To improve community engagement in the development and delivery of services.	Development of role of Area Committees Effectively engaging young people and older people.	Communities are enabled to play a bigger part in the decisions that affect their lives and can choose to participate in the delivery of those services that are important to them.	Customer and Community/ Environment/ Corporate Strategy	Pilot new arrangements from April 2011 August 2011	
5. To ensure that people from different backgrounds living in the city continue to get on well together.	Black, Asian and Minority Ethnic Communities Migrant communities Faith communities Disabled people Financially excluded	Despite challenging economic times social cohesion remains strong within the city.	Customer and Community/ Corporate Strategy	August 2011	
6.To ensure that the City Council is able to comply with the provisions of the Equality Act 2010 as they are implemented as a minimum standard.	All nine groups covered by the legislation. The legislation will be implemented in three phases.	The City Council is able to demonstrate good practice in compliance with the provisions of the Equality Act 2010	Corporate Strategy/ Human Resources	October 2010 April 2011 April 2012	

Aim/Action	Areas of Focus for 2010-2011	Outcome	Lead Dept(s)	Timescale	March 2011 Update
7.To ensure that the City Council's employment policies and practices are non-discriminatory and compliant with equalities legislation as a minimum standard.	Implementation of actions arising from recently completed EqIAs of employment policies.	Employment policies are compliant with equalities legislation and actively promote good relations between Council staff.	Resources	March 2011	
8.To work towards a more representative workforce within the City Council	Young people People with disabilities Black and Minority Ethnic Communities (especially the Chinese community)	To increase the representation of all three groups within the City Council's workforce. - Our target for BME as a percentage of the workforce for 2010/11 is 7.5% (currently 7.12% by March 2010). - Our target for disabled staff as a percentage of the workforce 2010/11 is 4.5% (currently 3.99% by March 2010).	Resources	2010/11	

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