

## EQUALITY IMPACT ASSESSMENT - TRAFFORD COUNCIL

A. Summary Details		
1	Title of EIA:	Planning and Development Budget Savings 2019-20 – use of pre-application advice charging Planning Performance Agreements to cost recover against overheads.
2	Person responsible for the assessment:	Rebecca Coley
3	Contact details:	x4788 <a href="mailto:rebecca.coley@trafford.gov.uk">rebecca.coley@trafford.gov.uk</a>
4	Section & Directorate:	Planning and Development, Place
5	Name and roles of other officers involved in the EIA, if applicable:	N/A
B. Policy or Function		
1	Is this EIA for a policy or function?	Policy <input checked="" type="checkbox"/> Function <input type="checkbox"/>
2	Is this EIA for a new or existing policy or function?	New <input type="checkbox"/> Existing <input type="checkbox"/> Change to an existing policy or function <input checked="" type="checkbox"/>
3	What is the main purpose of the policy/function?	The increase in charges will help to facilitate £35k of cost recovery for the Planning and Development Service in 2017-18.
4	Is the policy/function associated with any other policies of the Authority?	Budget Savings Proposals

5	Do any written procedures exist to enable delivery of this policy/function?	Pre-application advice charging schedule and procedure (on Council website). Scheme of Delegation.
6	Are there elements of common practice not clearly defined within the written procedures? If yes, please state.	No.
7	Who are the main stakeholders of the policy? How are they expected to benefit?	Stakeholders are mainly developers looking to build and invest in Trafford but also smaller local businesses and residents. They will benefit from a more timely service which gives greater certainty in the planning process, for example to enable a developer to meeting funding deadlines.
8	How will the policy/function (or change/improvement), be implemented?	The pre-application advice charging schedule will be revised to more accurately reflect the costs of delivering the service. Officer hourly rates, where charged, will be revised to more accurately reflect the costs of delivering the service. Officers will proactively seek Planning Performance Agreements (PPAs) on appropriate schemes when approached by developers. Customers will be informed of the increase in pre-application charging on the website.
9	What factors could contribute or detract from achieving these outcomes for service users?	Any downturn in the economy could reduce development levels and confidence leading to a decrease in planning applications being submitted and the take up of pre-application advice and PPAs. The delivery of PPAs requires the maintenance of an appropriate level of resource within the Planning and Development Service.
10	Is the responsibility for the proposed policy or function shared with another department or authority or organisation? If so, please state?	No.

### C. Data Collection

1	Do you have monitoring data on the number of people (from different equality groups) who are using or are potentially impacted upon by your policy/ function?	No
2	Please specify monitoring information you have available and attach relevant information*	N/A
3	If monitoring has NOT been undertaken, will it be done in the future or do you have access to relevant monitoring data?	No. The planning system is accessible to all and there is no evidence that protected groups are discriminated against or disadvantaged.

*\*Your monitoring information should be compared to the current available census data to see whether a proportionate number of people are taking up your service*

### D. Consultation & Involvement

1	Are you using information from any previous consultations and/or local/national consultations, research or practical guidance that will assist you in completing this EIA?	No.
2	Please list any consultations planned, methods used and groups you plan to	Council Budget Proposal Consultations for 2019-20.

	target. (If applicable)	
3	**What barriers, if any, exist to effective consultation with these groups and how will you overcome them?	None as a range of consultation methods are being used.

*\*\*It is important to consider all available information that could help determine whether the policy/ function could have any potential adverse impact. Please attach examples of available research and consultation reports*

**E: The Impact – Identify the potential impact of the policy/function on different equality target groups**

*The potential impact could be negative, positive or neutral. If you have assessed negative potential impact for any of the target groups you will also need to assess whether that negative potential impact is high, medium or low*

	<b>Positive</b>	<b>Negative (please specify if High, Medium or Low)</b>	<b>Neutral</b>	<b>Reason</b>
<b>Gender</b> – both men and women, and transgender;			✓	There is no evidence to suggest that gender is a factor in the use of the service. It is not considered relevant whether an applicant is male, female or transgender. All are treated in a neutral way.
Pregnant women & women on maternity leave			✓	There is no evidence to suggest that maternity is a factor in the use of the service. It is not considered relevant whether an applicant is pregnant or on

				maternity leave. All are treated in a neutral way.
Gender Reassignment			✓	There is no evidence to suggest that gender reassignment is a factor in the use of the service. It is not considered relevant whether an applicant is undergoing gender reassignment. All are treated in a neutral way.
Marriage & Civil Partnership			✓	There is no evidence to suggest that marriage / civil partnership is a factor in the use of the service. The marital status of an applicant is not considered relevant. All are treated in a neutral way.
<b>Race-</b> include race, nationality & ethnicity (NB: the experiences may be different for different groups)			✓	There is no evidence to suggest that race, nationality or ethnicity is a factor in the use of the service. The race, nationality or ethnicity of an applicant is not considered relevant. All are treated in a neutral way. Information about the service is on the website which has a translate function for different languages. Normally, if a customer, for whom English is not their first language, attends

				they are accompanied by a built environment professional to assist their understanding of the planning process. If required translation services would be offered.
<b>Disability</b> – physical, sensory & mental impairments			✓	<p>There are existing fee exemptions for works being carried out to benefit those with disabilities. These will be unchanged.</p> <p>There is no evidence that people with a disability otherwise access the service more than others. Whether an applicant has a disability is not considered relevant, albeit assistance with access will be provided where necessary.</p>
<b>Age Group</b> - specify eg; older, younger etc)			✓	<p>There is no evidence to suggest that age is a factor in the use of the service. The age of an applicant is not considered relevant. All are treated in a neutral way.</p> <p>If a customer had difficulty accessing information on the website we would provide this in hard copy format.</p>

<b>Sexual Orientation –</b> Heterosexual, Lesbian, Gay Men, Bisexual people			✓	There is no evidence to suggest that sexual orientation is a factor in the use of the service. The sexual orientation of an applicant is not considered relevant. All are treated in a neutral way.
<b>Religious/Faith groups</b> (specify)			✓	There is no evidence to suggest that one religion or faith group accesses the service more than another. The religion or beliefs of an applicant is not considered relevant. All are treated in a neutral way.

**As a result of completing the above what is the potential negative impact of your policy?**

**High**

**Medium**

**Low**

**Neutral ✓**

<b>F. Could you minimise or remove any negative potential impact? If yes, explain how.</b>	
Race:	N/A
Gender, including pregnancy & maternity, gender reassignment, marriage & civil partnership	N/A
Disability:	N/A
Age:	N/A
Sexual Orientation:	N/A

Religious/Faith groups:		N/A
Also consider the following:		
1	If there is an adverse impact, can it be justified on the grounds of promoting equality of opportunity for a particular equality group or for another legitimate reason?	N/A
2	Could the policy have an adverse impact on relations between different groups?	No
3	If there is no evidence that the policy <i>promotes</i> equal opportunity, could it be adapted so that it does? If yes, how?	No

<b>G. EIA Action Plan</b>				
<b>Recommendation</b>	<b>Key activity</b>	<b>When</b>	<b>Officer Responsible</b>	<b>Progress milestones</b>
Revised charges to be communicated on website	Upload onto website.	Before April 1 2019	David Moreno-Masey	Charges agreed by Budget Setting Council February 2019.

Please ensure that all actions identified are included in the attached action plan and in your service plan.

Signed  
Lead Officer  
Date

Signed

  
Service Head  
Date 27/09/18

