

Equality Impact Assessment Record

March 2010

Environment, Culture & Communities

Initial Screening Record	
A c t i v i t y t o b e a s s e s s e d	Development Management Service
W h a t i s t h e	<input type="checkbox"/> Policy/strategy Project <input type="checkbox"/> Review <input checked="" type="checkbox"/> Service <input type="checkbox"/> Organisational change <input checked="" type="checkbox"/> Function/procedure <input checked="" type="checkbox"/>

<p>a c t i v i t y ?</p>	
<p>I s i t a n e w o r e x i s t i n g a c t i v i t y ?</p>	<p><input type="checkbox"/> New <input checked="" type="checkbox"/></p>
<p>A i m / o b j e c t i v e / p u r p o s</p>	<p>The purpose of the activity is to: Deliver a positive and proactive approach to shaping, considering, determining and delivering development proposals by working closely with those proposing developments and other stakeholders. This task is undertaken in the spirit of partnership and inclusiveness, and supports the delivery of key priorities of the Council and its partners.</p> <p>Delivery is achieved through:</p> <ul style="list-style-type: none"> - Proactive pre-application engagement with those promoting development and facilitating development opportunities - Determining the need for planning permission and related consents - Determination of planning and related applications - Investigations of breaches of Planning Control regulations (Enforcement) <p>The activity is designed for all Bracknell Forest residents and businesses, external to the area developers and those wishing to carry out development within the Borough.</p>

e o f t h e a c t i v i t y - w h o i s t h e a c t i v i t y d e s i g n e d t o b e n e f i t / t a r g e t ?	
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<p>W h o i s r e s p o n s i b l e f o r t h e a c t i v i t y ?</p>	<p>The person responsible for this function is: Head of Development Management – Vincent Haines</p>
<p>D i d S t e p 1 : I n i t i a l S c r e e n i n g</p>	<p><input checked="" type="checkbox"/> Yes – full EIA completed and recorded below. <input type="checkbox"/> No – full EIA not completed therefore record ends here.</p>

<p>i n d i c a t e t h a t a f u l l E I A w a s n e c e s s a r y ?</p>	
Full EIA Record	
<p>W h o a r e t h e m e m b e r s o f t h e</p>	<p>Head of Development Management – Vincent Haines Chief Officer: Customer Services (for reception services) – Keith Woodman</p>

<p>E I A t e a m ?</p>	
<p>W h a t e v i d e n c e h a s b e e n f o u n d t o i n d i c a t e t h a t t h e a c t i v i</p>	<p>In the 2006 Survey of Applicants undertaken by NWA on behalf of the Council in accordance with BVPI 111 the following findings were relevant to this EIA :</p> <p>8% of respondents said they had a long standing illness, disability or infirmity.</p> <p>90.8% of respondents gave their ethnic group as White British and a further 6.1% as White-Other.</p> <p>The survey found no indication of a need to amend the delivery of the activity to address equality issues. The data indicated that 13.3% of respondents felt 'they had not been treated fairly and their viewpoint listened to' but the data analysis does not link this to any issues relating to equality of access.</p> <p>The findings of the survey revealed little change from the previous BVPI 111 survey undertaken in 2003. BVPI 111 was subsequently dropped by the Government so no data has been collected since 2006.</p> <p>An analysis of complaints received in 2009/10 did not show any complainants raising equality issues.</p>

<p>t y m i g h t n e e d t o b e a m e n d e d ? (I n c l u d e a n y c o n s u l t a t i o n u n d e r t a k e n)</p>		
W	Groups	Groups

i t h r e g a r d t o t h e e q u a l i t i e s t h e m e s , w h i c h g r o u p s m i g h t b e i m p a c t e d	Impacted	impacted adversely
	<input checked="" type="checkbox"/> Race and ethnicity <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Age <input type="checkbox"/> Sexual Orientation <input type="checkbox"/> Religion or belief	<input type="checkbox"/> Race and ethnicity <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Age <input type="checkbox"/> Sexual Orientation <input type="checkbox"/> Religion or belief

<p>b y t h e a c t i v i t y ? M i g h t a n y o f t h e s e g r o u p s b e i m p a c t e d a d v e r s e l y ?</p>		
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<p>W h a t e v i d e n c e i s t h e r e t o s u g g e s t a n i m p a c t / a d v e r s e i m p a c t ?</p>	<p>The customer reception at Time Square South has not been fully adapted to meet the needs of disabled people e.g. no indication that information will be provided in other formats.</p>
<p>O n w h a t</p>	<p>None</p>

<p>g r o u n d s c a n i m p a c t o r a d v e r s e i m p a c t b e j u s t i f i e d ?</p>	
<p>I s t h e r e a n y c u</p>	<p>Planning Officers visit potential planning sites and knock on neighbours doors to assess at any possible impacts. Where applications are considered by the Planning and Highways Committee Councillors may call for a site viewing which will include viewing the site from adjacent properties to assess impacts.</p> <p>The EIA which covers the corporate Customer Contact Strategy includes details of</p> <ul style="list-style-type: none"> • Access at receptions, including low level counters • Opening hours at the receptions at the town centre offices are standardised • Induction loops

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- Communications Fact Sheet (list of contacts for Translations and Special Needs)
- Web site accessibility (including AA Compliance)
- Refreshed Corporate Complaints Procedure
- Charter for Customers introduced

The current workplan proposes that a customer satisfaction survey be undertaken in 2010/11 and this will seek to gain information on access to the service to establish any impacts the delivery of the service may have on users.

<p>d v e r s e l y i m p a c t e d ?</p>	
<p>W h a t c h a n g e s w i l l y o u m a k e t o t h e a c t i v i t y r e d u c</p>	<p>Development Management to advertise that it is able to provide information in other formats and languages upon request. Proposals to redesign and refurbish the customer reception in Time Square in 2010.</p>

<p>e o r r e m o v e a n y d i f f e r e n t i a l / a d v e r s e i m p a c t ?</p>	
<p>I n t o w h i c h a c t i o n p l a n</p>	<p>Corporate Service Plan and Development Management Service Workplan (Annual plan 2010/11).</p>

<p>/s w i l l t h e s e a c t i o n s b e i n c o r p o r a t e d ?</p>	
<p>W h o i s r e s p o n s i b l e f o r t h e a</p>	<p>Vincent Haines, Head of Development Management</p>

c t i o n p l a n ?	
H a v e a n y e x a m p l e s o f g o o d p r a c t i c e b e e n i d e n t i f i e d a s p	See current action as outlined above.

a r t o f t h e E I A ?	
H a s t h e E I A b e e n p u b l i s h e d o n t h e C o u n c i l w e b s i t e ?	Yes

Chief Officer: Planning and Transport, Environment, Culture & Communities



Signature.....

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W h i c h P M R w i l l t h i s E I A b e r e p o r t e d i n ?	Q1 2010/11.