



Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Louise MacSween	Planner	Planning and Sustainable Development	Enterprise, Strategic Planning and Infrastructure

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

Planning and Sustainable Development

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

The Main Issues Report will discuss proposals regarding changes in land zonings and policy in the new Aberdeen Local Development Plan. It will give interested individuals and groups an opportunity to have their say on how they think the City Council should respond to the 'main issues' presented in the report and to use that feedback to inform the Council's proposed plan.

People interested or involved in the preparation of the Aberdeen Local Development Plan will benefit most from the Main Issues Report.

There will be no likely negative impacts on any people with protected characteristics.

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

- Para 9 of EHRIA will be published in committee report in Section 6 "Impact"
- Full EHRIA will be attached to the committee report as an appendix
- Copied to Equalities Team to publish on the Council website

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

To identify the areas where there will be changes to land zonings or policies in the new Aberdeen Local Development Plan.

To give interested individuals and groups an opportunity to have their say on how they think the City Council should respond to the 'main issues' presented in the report and to use that feedback to inform the Council's proposed plan.

12. Who will benefit most from the proposal?

People interested or involved in the preparation of the Aberdeen Local Development Plan – stakeholders, agencies, the development industry, citizens, other Council services.

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

There will be no likely negative impacts on people with protected characteristics. Community engagement on the document will help foster good relations with communities and will give everyone an equal opportunity to have their say.

STEP 3: Gather and consider evidence

15. What **evidence** is there to identify any potential positive or negative impacts in terms of involvement, consultation, research, officer knowledge and experience, equality monitoring data, user feedback and other? You must consider relevant evidence, including evidence from equality groups.

Evidence	Details
Consultation	<p>Public Workshop Events</p> <p>The Local Development Plan team organised eight events across the City inviting members of the public to put their views across and help draft the Main Issues Report. Workshops were all held in public buildings which were accessible to all. Community Councils and Key Agencies were invited to the events. We advertised the events to the public in a number of ways including a newspaper articles before the events, posters in the local libraries and supermarkets, information on the Council website and the City Centre Pillars. Posters were also sent to Sports Aberdeen and Community Councils to distribute posters. We also held a drop in session at Marischal College, one afternoon, for those who could not attend an evening workshop.</p> <p>Some meetings were better attended than others, however many interesting comments and issues were raised by the public regarding main planning issues in the city. Notes from these meetings can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_consultation_events.asp</p> <p>Please see Appendix 2 for a summary of the workshops.</p> <p>Community Council Toolkits</p> <p>The Local Development Plan team designed Community Council Toolkits to give Community Councils the chance to record the main planning issues affecting their local area. Each Community Council was contacted to ask if they would like to take part. This was very successful and we received 16 toolkits. These can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_community_council_toolkits.asp along with an officer report.</p> <p>Please see Appendix 2 of the Committee Report for a summary of the toolkits.</p>

	<p>Youth Engagement</p> <p>The aim of our Youth Engagement Programme has been to promote the important role young people can play in looking into the future of places and expressing how they think they should be designed and planned. We wrote to every secondary school in the city to invite them to take part in our Youth Engagement Programme. This was very successful with 8 schools signing up. This can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_youth_engagement.asp along with an officer report.</p> <p>Please see Appendix 2 for a summary of the toolkits.</p> <p>Questionnaires / Representations</p> <p>The Local Development Plan team also designed a questionnaire that was made available on the web and in paper that gave the opportunity to comment on the main planning issues the city faces. Paper copies were sent round the local libraries as well as made available in Marischal College and at the consultation workshops we held. We received 59 representations and these can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_question_and_represents.asp</p> <p>Please see Appendix 2 for a summary of the toolkits.</p> <p>Development Bids</p> <p>As well as inviting representations, the Local Development Plan team invited housebuilders and landowners to submit development bids to us as an option for development. We received 83 development bids and these can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_development_bids.asp</p> <p>Please see Appendix 3 for the Development Options Assessment Report.</p> <p>The Main Issues Report and proposed Local Development Plan will be subject to statutory consultation periods. We will also carry out neighbour notification for certain proposals.</p>
Research	<p>A Strategic Environmental Assessment has been carried out to identify any significant environmental effects arising from the settlement strategy and on all main issues in the report.</p> <p>A review of the current policies and Supplementary Guidance was also undertaken (please see Appendix 1).</p> <p>Housing Need and Demand Assessment is now complete which covers special needs groups such as the elderly and gypsy travellers.</p> <p>The Local Development Plan will need to support other Council strategies which will themselves impact on equality target groups.</p>
Officer	A Local Development Plan working group (with officers from several

knowledge and experience (including feedback from frontline staff)	Council services) has been set up and consulted during the preparation of the Main Issues Report.
User feedback (including complaints)	The Main Issues Report and proposed Local Development Plan will be subject to statutory consultation periods during which we will run engagement exercises to encourage wider participation.
Other	

STEP 4: Assess likely impacts on people with Protected Characteristics

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

Protected Characteristics					
Age - Younger	+	Disability	+	Gender Reassignment*	0
Older					
Marriage or Civil Partnership	0	Pregnancy and Maternity	0	Race**	+
Religion or Belief	+	Sex (gender)***	0	Sexual orientation****	0
Others e.g. poverty					

Notes:

* Gender Reassignment includes Transsexual

** Race includes Gypsy/Travellers

*** Sex (gender) i.e. men, women

**** Sexual orientation includes LGB: Lesbian, Gay and Bisexual

17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above.

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)	Negative Impacts (describe protected characteristics affected)
<p>The publication of the main issues report is an invitation for all groups to engage with what we see as the main planning issues facing Aberdeen. Once we publish the report we will arrange consultation events to ensure that the comments we receive are representative and reach out to groups that are sometimes hard to reach, and those that have not yet been represented in our consultation events.</p> <p>Our initial assessment of sites and policy issues has been informed by research into established needs.</p> <p>The main issues report also puts forward proposals to reduce citizen’s vulnerability to fuel poverty in new developments, and to ensure that new developments contain local facilities and services wherever possible and are not car dependent, but prioritise walking, cycling and public transport.</p>	<p>No negative impacts.</p>

STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

18. Does this proposal/policy/procedure have the potential to interfere with an individual’s rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. **If you answer “no”, go straight to question 22.**

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

Legality

19. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

Legitimate aim

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Proportionality

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

STEP 6: Monitor and review

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

Please see Appendix 4 – Monitoring Statement. Monitoring is undertaken throughout the Development Plan Process.

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

The purpose of the publication of the Main Issues Report is to enable interested individuals and groups to inform the development plan. We will respond to the comments people submit and use them to inform the proposed plan, which will be published in January 2014.

STEP 7 SIGN OFF

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

Name	Date	Signature
Louise MacSween	2 September 2013	

Quality check: document has been checked by

Name	Date	Signature
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Andrew Brownrigg	11 September 2013	
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Head of Service (Sign-off)

Name	Date	Signature
Margaret Bochel		

Now –

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk