



WEST DUNBARTONSHIRE  
**Local Development  
Plan 2**  
Equality Impact Assessment

April 2017



## EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact [community.planning@west-dunbarton.gov.uk](mailto:community.planning@west-dunbarton.gov.uk)

<b>Section 1: Policy/Function/Decision (PFD) Details</b>	
A <b>PFD</b> is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.	
Name of PFD:	Local Development Plan 2 – Main Issues Report
Lead Department & other departments/ partners involved:	Transformation & Public Service Reform
Responsible Officer	Antony McGuinness
Impact Assessment Team	Claire Taylor, Antony McGuinness
Is this a new or existing PFD?	<b>New</b>
Start date of EIA: March 2017	End date of EIA: Ongoing
Who are the main target groups/ Who will be affected by the <b>PFD</b> ?	People who live and work in West Dunbartonshire, developers, landowners, local businesses/investors
Is the PFD Relevant to the General duty to eliminate discrimination, promote equal opportunities or foster good relations? Please enter brief detail	The document will be used to help inform the Local Development Plan, which is the Council's land use plan. The Main Issues Report is the first stage in the preparation of the LDP and is a consultative document.
<b>Yes:</b>	If yes, complete all sections, 2-8
<b>No:</b>	If no, complete only sections 1 and 8
	If don't know, complete sections 2 & 3 to help assess relevance

<b>Section 2: Evidence</b>	
Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.	
<b>Available evidence:</b>	
Consultation/ Involvement with community, including individuals or groups or staff as relevant	<p>The Development Plan Scheme and Participation Statement is updated on an annual basis. It was most recently updated at August 2016 and is used to inform and raise awareness of the process and to encourage engagement.</p> <p>At this stage, we have consulted with the Scottish Government, Key Agencies, land owners, members of the public, Community Councils and other community groups, other Council sections and adjoining/GCVSDPA local authorities. To achieve this we issued an update informing people of the process and encouraging involvement, held meetings/workshops with developers, landowners, community councils, elected members and other council sections.</p> <p>The Council aims to increase the range and number of stakeholders involved in consultation including those 'hard to reach' groups and this will be factored into forthcoming consultation. As outlined previously, the MIR itself is used as a consultative document in the process of preparing the LDP.</p>
Research and relevant information	<p>Planning etc (Scotland) Act 2006, Town and Country Planning (Development Planning) (Scotland) Regulations 2008, National Planning Framework 3, Scottish Planning Policy 2014, Planning Advice Notes (including PAN 3/2010), Glasgow &amp; Clyde Valley Strategic Development Plan 2012 and Proposed Strategic Development Plan 2016.</p> <p>Also WDC Social and Economic Profile, WDC disability profile, WDC Equality Scheme 2013-2017, WD Single Outcome Agreement.</p> <p>West Dunbartonshire LHS 2017-2022 and EIA</p>
Officer knowledge	Professional expertise of council officers who have experience and knowledge of planning policy consultation.
Equality Monitoring information – including service and employee monitoring	We will try to achieve an adequate spread of consultation by ensuring a suitable spread of groups.

Feedback from service users, partner or other organisation as relevant	<p>Feedback in the past has been that documents need to be clear and easy to understand with minimal Planning jargon.</p> <p>This has been taken on board and this Main Issues Report has been written in as simple a context as possible. Also we will endeavour to make the document available in different translations where requested i.e. large type, Braille etc.</p>
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Other	
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**Are there any gaps in evidence?** Please indicate how these will be addressed

Gaps identified	<p>As part of the ongoing consultation we would likely consult groups which could potentially be affected by future policies/proposals, such as gypsy travellers, seniors groups, young people groups and possibly other hard-to-reach groups.</p> <p>Though we have to date made contact with such groups to make them aware of the process.</p>
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Measure to address these	Factor in engagement with groups as part of the Main Issues Report consultation stage and taking forward in preparing the Proposed Plan.
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*Note: Link to Section 6 below Action Plan to address any gaps in evidence*

**Section 3: Involvement and Consultation**  
 Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

Details of consultations	Dates	Findings	Characteristics
			Race

			Sex
			Gender Reassignment
			Disability
			Age
			Religion/ Belief
			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity
Some consultation already undertaken and future consultation will include groups such as – Ethnic Minority Association, Gypsy Travellers, Senior Forums, West Dunbartonshire Equality Form, Community Councils and other community groups			Cross cutting
<i>Note: Link to Section 6 below Action Plan</i>			
<b>Section 4: Analysis of positive and Negative Impacts</b>			

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race	x		
Sex			x
Gender Re-assignment			
Disability	x		
Age	x		
Religion/ Belief			x
Sexual Orientation	x		
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			x

*Note: Link to Section 6 below Action Plan in terms of addressing impacts*

At this stage no specific equality issues have been raised, and no specific issues have emerged as the result of research/information examined.

The Council adopted an Equality Outcome in 2013 of increasing the involvement of underrepresented groups in West Dunbartonshire and a review of this work has shown some progress. Since these methods will also be employed for the MIR work we would hope to that this would see some positive advantages for the groups noted above in terms of engagement and involvement.

This is an early stage in the process and as this progresses more consultation will take place. The EIA will therefore be updated to ensure that any issues emerging will be addressed and that any opportunities for positive impacts are identified.

**Section 5: Addressing impacts**

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	
2. Continue the PFD	X
3. Adjust the PFD	
4. Stop and remove the PFD	

Give reasons:  
 The MIR is a consultative document which will provide the opportunity for people who live and work in West Dunbartonshire and other stakeholders to become involved in the process. It is not a policy document in itself but will be



used to inform policies and proposals for Local Development Plan 2.

*Note: Link to Section 6 below Action Plan*

<b>Section 6: Action Plan</b> describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation				
<b>Action</b>	<b>Responsible person</b>	<b>Intended outcome</b>	<b>Date</b>	<b>Protected Characteristic</b>
Consult with Equalities Forum and/or Access Panel	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Disability
Consult with Equalities Forum	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Gender
Consult with Equalities Forum	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Gender Reassignment
Consult with Ethinc Minority Association group/Equalities Forum	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Race
Consult with Seniors Groups/possible schools/nurseries/Y-Sort-It	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Age

Consult with Equalities Forum	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Religion/ Belief
Consult with Equalities Forum/Y-Sort-It fusion youth group	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Sexual Orientation
Consider this area by reference to nationally available information or research	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Civil Partnership/ Marriage
Consider this area by reference to nationally available information or research	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	Sept 2017	Pregnancy/ Maternity
West Dunbartonshire Equality Forum	Claire Taylor/Antony McGuinness	To identify any impacts future policies and proposals could have on this group	June 2017	Cross cutting

**Are there any negative impacts which cannot be reduced or removed?** please outline the reasons for continuing the PFD

None indicated at this stage.

**Section 6a: Procurement Actions, Record of Equality issues for Procurement.**

Complete this section if there is any procurement involved in this Policy which may require action to eliminate discrimination, advancing equality or fostering good relations: **If there is no procurement involved go straight to section 7.**

**Confirm that you have read the WDC guidance on equality and procurement if relevant. Y/N**

Question	Measure	Specification
What attitudes / skills should staff have to meet needs of the range of people from equality groups		

What measures are required to ensure that the supplies, services or works are accessible for to people from equality groups (this includes physical access and access to information/ communication)		
What arrangements are required to ensure that the supplies, services or works respond to particular religious or cultural requirements?		
What arrangements are required to ensure that the supplies, services or works meet the needs of equality groups		
Any other equality issues that should be taken into account in the contract specification:		

<b>Section 7: Monitoring and review</b>	
Please detail the arrangements for review and monitoring of the policy	
How will the PFD be monitored? What equalities monitoring will be put in place?	The Main Issues Report is a consultative document which will be used to inform the Proposed Plan. It is not a draft Plan and therefore does not have policies which require to be monitored at this stage.
When will the PFD be reviewed?	The Main Issues Report is due to be published in June 2017 and any representations received will be used to inform the Proposed Plan, due to be published in May 2018.
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	No
<b>Section 8: Signatures</b>	
The following signatures are required:	

Lead/ Responsible Officer:	Signature: Antony McGuinness	Date: April 2017
EIA Trained Officer:	Signature: Claire Taylor	Date: April 2017



## CONTACT DETAILS

Planning and Building Standards  
Council Offices  
Aurora House  
3 Aurora Avenue  
Clydebank G81 1BF  
Telephone: 0141 951 7948  
Email: [ldp@west-dunbarton.gov.uk](mailto:ldp@west-dunbarton.gov.uk)

## OTHER FORMATS

This document can be made available on request in alternative formats such as large print, Braille, audio tape or computer disc as well as in five community languages.

本文件也可應要求，製作成其他語文或特大字體版本，也可製作成錄音帶。  
अनुरोध पर यह दस्तावेज़ अन्य भाषाओं में, बड़े अक्षरों की छपाई और सुनने वाले माध्यम पर भी उपलब्ध है  
ਇਹ ਦਸਤਾਵੇਜ਼ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ, ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ ਅਤੇ ਆਡੀਓ ਟੇਪ 'ਤੇ ਰਿਕਾਰਡ ਹੋਇਆ ਵੀ ਮੰਗ ਕੇ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ।  
درخواست پر یہ دستاویز دیگر زبانوں میں، بڑے حروف کی چھپائی اور سننے والے ذرائع پر بھی میسر ہے۔  
هذه الوثيقة متاحة أيضا بلغات أخرى والأحرف الطباعة الكبيرة وبطريقة سمعية عند الطلب.