

ST STEPHEN IN BRANNEL NEIGHBOURHOOD DEVELOPMENT PLAN EQUALITIES IMPACT ASSESSMENT - STAGE ONE

St Stephen in Brannel NDP Steering Group



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1. INTRODUCTION.

1.1 Completing an Equalities Impact Assessment (EQIA) is a key tool in ensuring that a Neighbourhood Plan benefits an areas entire community.

1.2 The 2010 Equalities Act makes it illegal to make decisions that impact on the Equality and Diversity rights of groups or individuals. This EQIA is intended to show how ST STEPHEN IN BRANNEL Parish Council's decision-making process on the Neighbourhood Plan will use evidence to support the decisions made and where the decision impacts individuals or communities, there is a robust case to show that an individual or group has not been discriminated against. The EQIA has been conducted at the start of the Neighbourhood Plan process, and repeated again prior to the Pre-Submission Consultation and Submission stages, and will form an iNDPut to the Basic Conditions evidence.

2. TERMINOLOGY

Diversity - relates to our differences, the characteristics that make us unique. These can be characteristics we are born with i.e. our sex or the gender we identify with, or the people we are attracted to, our age, or our race and cultural background. It can also relate to our beliefs about the world, religion, politics, a person's disabilities and impairments etc. The community and the people that receive services from ST STEPHEN IN BRANNEL Parish Council come from different backgrounds and are all individuals. It is a duty under the Equalities Act that everyone work towards creating a culture and practice that recognises, respects, values and harnesses difference for the benefit of our communities.

Equality – seeks to ensure everyone receives fair and equal treatment. In some cases this may mean changing the way in which we do things based on people's differences (e.g producing information in a different format for someone with a sight impairment).

3. PRINCIPLE

3.1 In formulating the Neighbourhood Plan, St Stephen in Brannel Parish Council will reflect the diversity of the whole community, take into account the needs of different sectors of the community, and ensure that all members of the community have the opportunity to inform the plan through the development of an Engagement Strategy.

4. PROTECTED CHARACTERISTICS

4. 1 The 9 Protected Characteristics under the 2010 Act are:

Age

Where this is referred to, it refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds).

Disability

A person has a disability if that person has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Gender Reassignment

The process of transitioning from one gender to another.

Marriage and Civil Partnership

Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.

Pregnancy and Maternity

Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Race

Refers to the protected characteristic of Race. It refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

Religion and belief

Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Sex

Man or a woman.

Sexual orientation

Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

Additional characteristics important to Cornwall

Socio-Economic

Cornwall as a whole is not deprived but there are areas where there are very high levels of deprivation. Income and other factors can have an impact on how someone may access services, their needs and their quality of life.

Rural Isolation

Cornwall is a very rural county and this can affect the way our users/the public can access services, particularly if combined with poor public transport/lack of car ownership etc.

5. WHAT IS DISCRIMINATION?

5.1 The reason for carrying out this EQIA is to ensure that decisions made by ST STEPHEN IN BRANNEL Parish Council on the Neighbourhood Development Plan are based on sound evidence and will not discriminate against anyone with any of the 9 protected characteristics (shown above).

Below is a list of ways in which discrimination may occur. It is important to be aware of these as the 2010 Act has added to previous legislation.

1. *Direct* – Occurs when a person is treated less favourably than another because of a protected characteristic they have, or are thought to have, or because they associate with someone who has a protected characteristic.
2. *By Association* - Applied to race, religion or belief and sexual orientation (before 2010 Act), now extended to include age, disability, gender reassignment and sex. This is direct discrimination against someone because they associate with someone who possesses a protected characteristic.
3. *Perception* - Applies to age, race, religion or belief and sexual orientation (before 2010 Act), now extended to include disability, gender reassignment and sex. This is direct discrimination against an individual because others think they possess a protected characteristic. It applies even if the person does not actually possess that characteristic.
4. *Indirect* - Applies to age, race, religion or belief sex, sexual orientation and marriage and civil partnerships (before 2010 Act), now extended to cover disability and gender reassignment. Discrimination can occur when you have a condition, rule, policy or even a practice that applies to everyone but particularly disadvantages people who share protected characteristic.
5. *Harassment* – Is defined as: “Unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual’s dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual” Harassment applies to all protected characteristics except pregnancy and maternity and marriage and civil partnerships. Employees will now be able to complain of behaviour that they find offensive even if it is not directed at them and the complainant need not possess the relevant characteristic themselves.
6. *Third Party Harassment* - Applied to sex already, now extended to age, disability, gender reassignment, race, religion or belief and sexual orientation.

7. **Victimisation** - This occurs whereby an employee is treated badly because they have made or supported a complaint or raised a grievance under the Equality Act or because they are suspected of doing so. An employee is not protected from victimisation if they have maliciously made or supported an untrue complaint.

Additional characteristics important to Cornwall

8. **Socio-Economic** – In areas where there is deprivation, income and other factors can have an impact on how someone may access services, their needs and their quality of life, and this is an important factor when completing an EqlA. In richer areas it is possible that there may be small pockets of deprived people whose interests may be hidden and poorly understood.

9. **Rural Isolation** - Cornwall is a very rural county and this can affect the way services are delivered, worsening the impacts of deprivation and causing discriminatory impacts on people with any of the 9 protected characteristics. . Rurality issues should be considered when completing an EqlA.

6. BASELINE DATA

* Census 2021 data has been used where available, otherwise data is from mid-year estimates 2019 and Census 2011.

6.1 Age

6.2 Some significant shifts in the age profile of the population occurred during last 20 years. This demographic change is represented in Figures 4 and 5 below, indicating an ageing population and has implications for the future housing needs mix for the Parish. By 2020 the proportion of over 50's in the Parish had increased to 43.9%, compared to 33.7% in 2001.

AGE RANGE	2001	2021
Working Age [20 to 64]=	3,986	4,280
Proportion of total =	58.5%	56.6%
Retirement Age [65 to 90+]	995	1,563
Proportion of total =	14.6%	20.7%
Young People [0 to 19]	1,834	1,713
Proportion of total =	26.9%	22.7%

FIGURE 4: CHANGE IN AGE STRUCTURE, ST STEPHENS IN BRANNEL PARISH 2001 TO 2021. Source: Census 2021 Table TS007A - Age by five-year age bands.

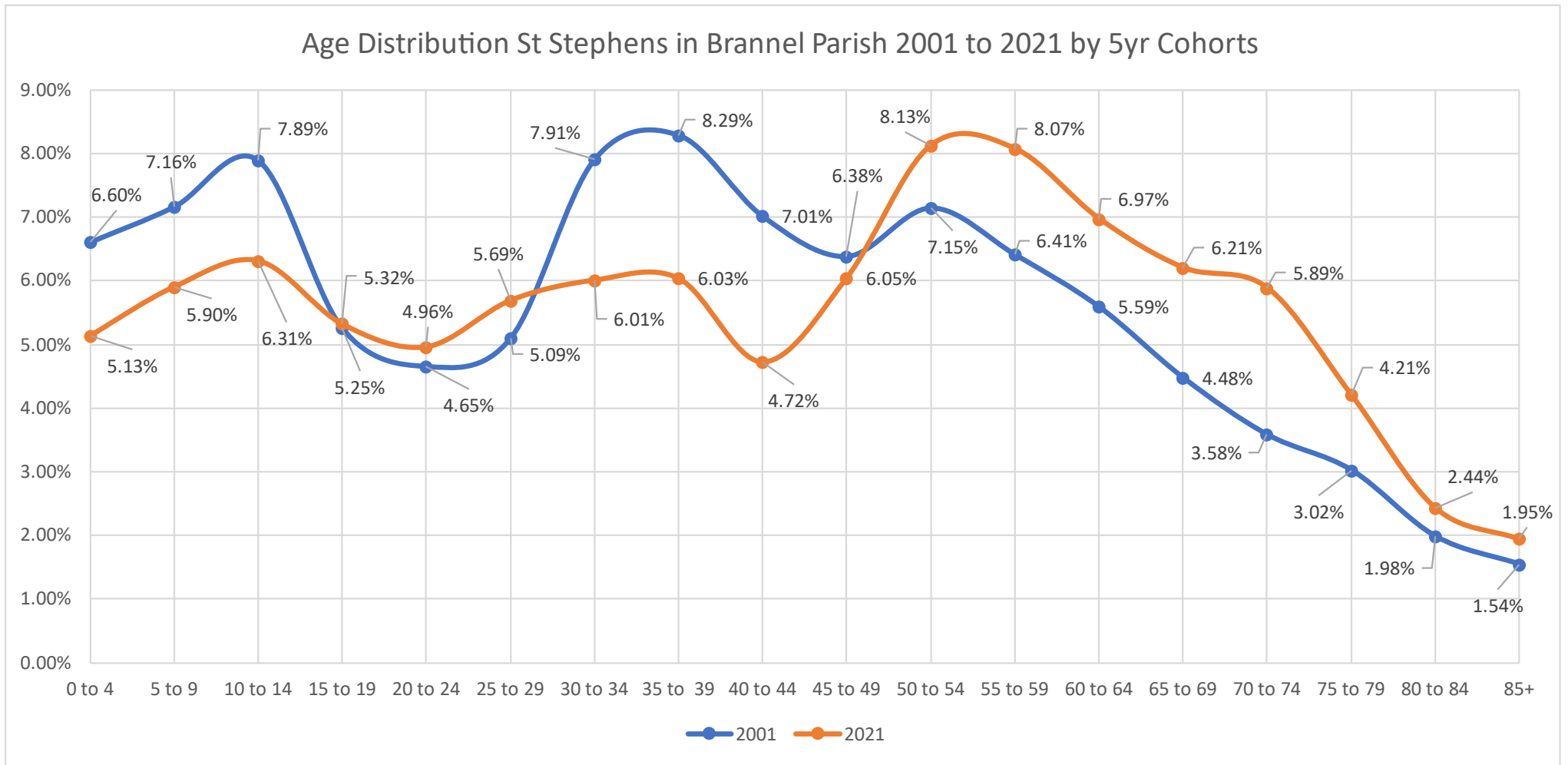


FIGURE 5: CHANGE IN AGE STRUCTURE, ST STEPHEN IN BRANNEL PARISH 2001 TO 2020 BY AGE COHORT GROUPS. Source: Census 2021 Table TS007A - Age by five-year age bands

6.3 Figure 5 breaks this down into five year age cohorts, which graphically illustrates how the proportion of older people has grown, whilst the working age and younger group cohorts have fallen. Looking forward, the numbers of older people can be expected to continue growing, implying a need for more smaller accessible dwellings for people to ‘downsize’ into without needing to leave the Parish, and for the improvement of local support facilities [health, care and meeting places] which can contribute to meeting the needs of the elderly.

6.4 It is notable that the working age cohorts from 30/34 to 40/44 have dropped significantly, implying that the change in profile is not just down to natural ageing of the population, but also younger workers moving away from the Parish, perhaps to find better paying jobs and affordable accommodation, and possibly some in-migration of older people to retire. However the proportion of people in the 15 to 29 age groups has grown slightly, suggesting that the social, recreational and functional facilities needed by younger people and their families continue to be important and should be maintained and enhanced. Furthermore the data underscores the need to ensure that affordable housing is available, to help retain younger people and avoid the community becoming unbalanced.

6.5 No specific data exists for the Parish about life expectancy. However, the 2020/21 'PHE Fingertips' website indicates that for Cornwall male life expectancy is 79.8 years and female 83.7 years. This is slightly below the national value, partly explained by the greater proportion of elderly people living in Cornwall. Although the rate of improvement has declined, life expectancy can be expected to continue to increase in the longer term. Life expectancy will be lower in the most deprived areas of Cornwall than in the least deprived areas.

6.6 Household Composition

6.7 The parish was home to a lower proportion of single person households (HHs) at 26.9%, as for England (30.1%) and Cornwall (30.7%) [Source Census 2021, Table TS017 - Household size]. Of these (13.4%) were '65 and over' single person HHs compared to England (12.8%) and Cornwall (15.8%).

6.8 On the other hand, the Parish had a notably higher proportion of one family HHs (68.2%) than England (63%) and Cornwall (63.5%). There was a similar proportion of lone parent HHs (11.3%) to England (11.1%) but higher than Cornwall (9.3%).

6.9 Family households where all the occupants were 66 or over was 10.3%, compared to England (9.2%) and Cornwall (12.6%). In light of the overall ageing of the population profile [see figure 5], the proportion of '65 and over' single person and family households may be expected to increase in the future. [Source Census 2021 Table TS003 - Household composition].

6.10 Health and Disability

6.11 Some 78.5% of the usually resident population said they were in good or very good health, 14.8% said they were in fair health, and 6.7% said bad or very bad health. This is worse than in England (82.2% : 12.7% : 5.2%) but similar to Cornwall (79.3% : 14.6% : 6.2%). 21.7% [2,032] people said they were Disabled under the Equality Act, compared to 17.3% in England and 21.1% in Cornwall [Source Census 2021 Table TS037 General health]

6.12 Some 21% of usually residents said they were disabled under the Equality Act, compared to 17.3% in England and 21.1% in Cornwall. Of those disabled under the Act, 9% said their day-to-day activities were limited a lot, and 12% said their day-to-day activities were limited a little. In addition 7.2% said that although not disabled under the Equality Act they suffered long term physical or mental health condition. Thus 2,126 people, some 28.2% of the Parish population, were recorded as suffering a long term physical or mental health conditions.

6.13 About 10.9% said they provided unpaid care for another person, compared to 8.8% in England and 10% in Cornwall. Some 4.3% said they provided 50 hours unpaid care a week, a high figure compared to England [2.6] and to Cornwall [3.2%].

6.14 Marriage and Civil Partnership

6.15 Some 47.6% of adult residents were married in 2021 compared to 44.7% in England and 47.1% in Cornwall. 0.2% were in same sex marriages or civil partnerships, slightly less than the proportion as nationally and elsewhere in Cornwall (0.3%). Some 32.2% were single compared to 37.9% in England and 32.2% in Cornwall. Some 11.4% were divorced/dissolved and 2.1% separated [11.2%/2.2 in England, 9.1%/2.1 in Cornwall], and 6.6% widowed [6.1% in England, 7.4% in Cornwall] [Source: Census 2021 Table TS002 - Legal partnership status].

6.16 Of all households, a lower proportion were married or in a civil partnership (32.7%) than in England (33.2%) and Cornwall (33.9%), whilst a higher proportion were cohabiting (13.4%) than in England (11.6%) and Cornwall (11.7%).

6.17 Pregnancy/Maternity.

6.18 No data available for the Parish. However, ONS data for 2017 indicates a national average of 76.1 conceptions per 1000 women aged 15 to 44. This would suggest that the annual number of conceptions in St Stephen in Brannel Parish for 2021 would be around 95.

6.19 Race [Ethnicity and National Identity].

6.20 Turning to ethnicity, in 2021 the Parish was 98.2 % white, compared to England (81%) and Cornwall (96.8%). Some 18.1% identified themselves as 'Cornish' compared 14% in Cornwall. [Source Census 2021 Table TS027 National Identity]. This was reflected in the low proportions of mixed/multi/other ethnic (1.5%), Asian (0.2%), and black people (0.1%), a total of 1.8% compared to 19% nationally and 3.2% in Cornwall [Source: Census 2021 Table TS021 Ethnic Group]. 98.7% of households had English as a main language. Some 0.5% had no adults in their household whose main language was English [Source Census 2021 Table TS025 Household Language].

6.21 Some 97.4% were born in the UK, compared to 94.7% for Cornwall and 82.6% for England. 1.2 % were from the EU, compared to 2.7% in Cornwall and 6.3% in England. About 1.4% came from other countries, compared to 2.6% for Cornwall and 11.1% for England [Source Census 2021 Table TS004 Country of Origin]

6.22 Religion and Belief

6.23 About 44.7% of people claimed to 'have religion' of which 97% asserted to Christian, compared to England (57.3% : 80.8%) and Cornwall (47.0% : 96.6%). The proportions for religions such as Buddhist, Hindu, Muslim and Sikh was also very below average (3% compared to 19.2% nationally). [Source Census 2021 Table TS03 Religion].

6.24 Sex.

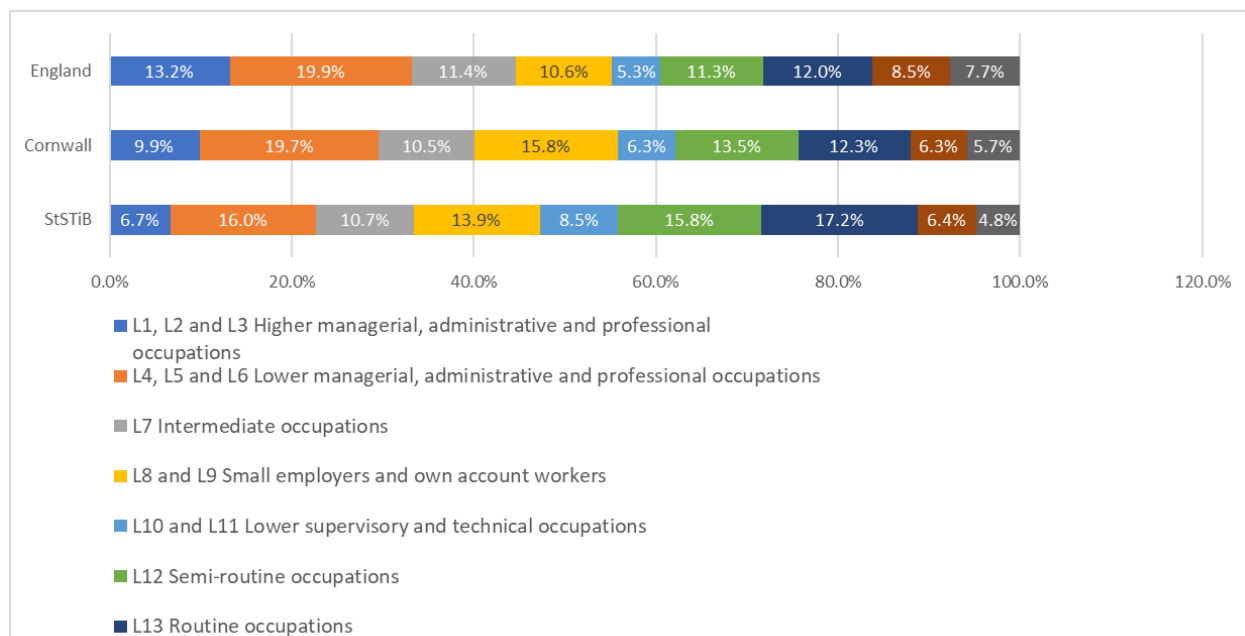
6.25 Of the usually resident population of 7,565 approximately 49.5% are males, and 50.5% females.

6.26 Gender Reassignment and Sexual Orientation

6.27 Census data on sexual orientation and gender preference is currently available in the 2021 Census, but only for the entire Cornwall area. This would suggest that 1.4% of the population has gay or lesbian orientation, 1.3% bisexual, and 0.3% other sexual orientations. The 2021 Census also showed that 0.1% had a gender identity different from sex registered at birth but gave no specific identity, 0.1% were trans women, 0.1% trans men, and 0.1% other identities. However only about 94% of census respondents answered this enquiry. The ONS estimated in 2020 that 3.1% of the UK population aged 16 years and over identified as lesbian, gay or bisexual (LGB) in 2020, an increase from 2.7% in 2019 and almost double the percentage from 2014 (1.6%).

6.28 However, Stonewall says that the UK Government estimate, used for policy making, that 5% to 7% of the population is lesbian, gay, bisexual, transgender or questioning (LGBTQ), is reasonable. This implies that between 380 and 530 of the usually resident population may be LGBTQ.

Stonewall also report an Ipsos survey that found that the vast majority of the population (84%) say they are 'straight'. The most common identity after



straight is 'bi' (5%), and an additional 1% of the population identify as pansexual. In total, 7% identify as having a sexual orientation that involves being attracted to people of more than one gender. More younger people identify as lesbian, gay, bi and trans with only 71% of people born after 1997 identifying as straight, and 14% identifying as bi or pansexual.

6.29 Socio-Economic Factors

6.30 Figure 6 shows that In 2021 St Stephen in Brannel Parish had a similar representation of those in semi-routine and routine occupations compared to Cornwall, but lower than in England overall. However, there was a markedly lower of both lower and higher managerial, admin and professional occupations compared to Cornwall and England. Against this local residents held proportionally

FIGURE 6: USUAL RESIDENTS AGED 16 YEARS AND OVER BY NATIONAL STATISTICS SOCIO-ECONOMIC CLASSIFICATION (NS-SEC). Source: Census 2021 Table TS062.

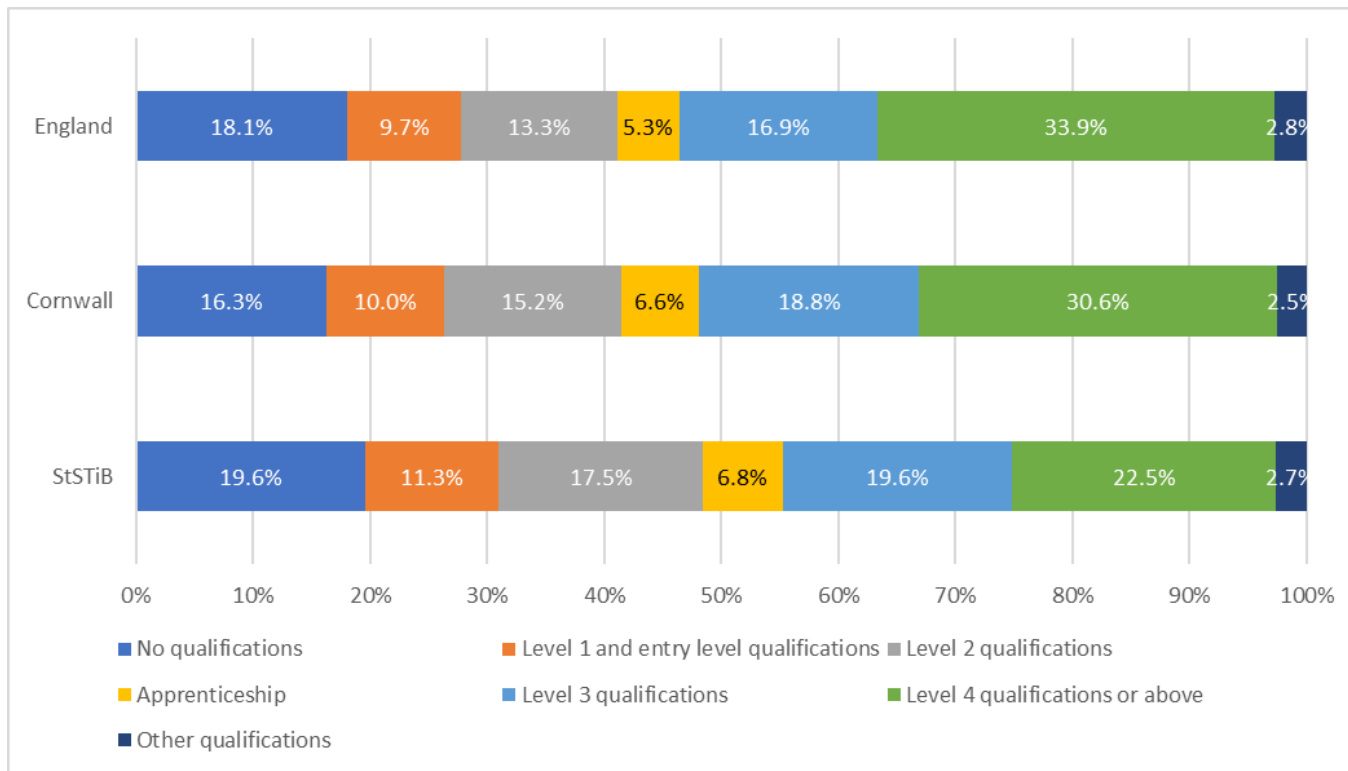


Figure 7: Highest level of qualification. Source Census 2021 Table TS067

the greater proportion of self-employed people. There may be, however, a core of less well educated younger adults on lower incomes whose needs must be considered.

6.33 The Index of Multiple Deprivation 2019 (IMD) is an overall relative measure of deprivation constructed by combining seven domains of deprivation according to their respective weights. They are presented as Lower Super Output Areas (LSOAs) which are a geographic hierarchy designed to improve the reporting of small area statistics in England and Wales. They are standardized geographies designed to be as consistent in population as possible, with each LSOA containing approximately 1,000 to 1,500 people. They do not fit the Parish area neatly, but overlap with, for example, St Dennis and Trewoon. Nevertheless they give an indication of the position. In relation to the IMD 2015, LSOAs are ranked out of the 32,844 in England and Wales, with 1 being the most deprived. Ranks are normalized into deciles, ranging from the 10% most deprived to the 10% least deprived. The situation in St Stephen in Brannel Parish is shown in Figure 8. The IMD scores for the Parish indicate that whilst the High Street, Lanjeth and Coombe areas have a low level of deprivation, Nanpean and Foxhole have the highest levels locally, with St Stephen in between. Notable is that the whole Parish has a low score in relation to the 'Living Environment' domain, which may reflect the quality of the housing stock and access to services. In relation to England generally, the area is relatively

more lower supervisory and technical occupations. The proportion of small employers and own account workers was less than typical of Cornwall, although greater than that generally in England.

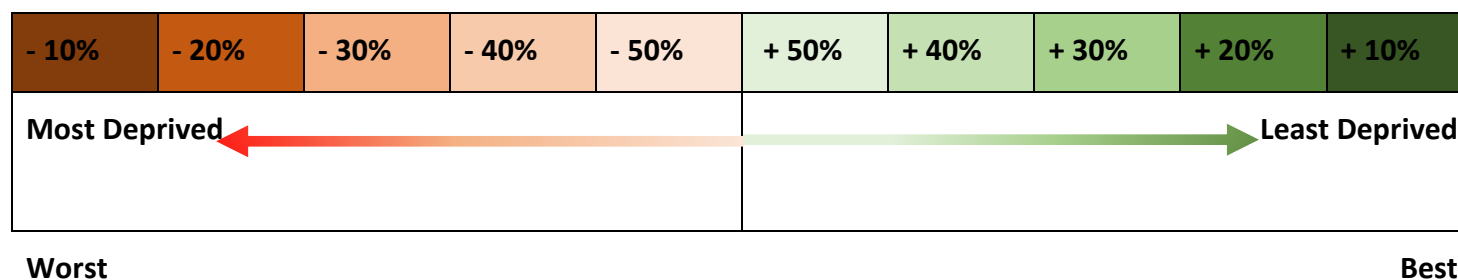
6.31 Figure 7 shows that a similar picture presents when looking at qualifications, with a much smaller proportion of level 4 qualifications [higher education degrees etc] than in Cornwall and England, and a larger proportion with no or level 1 qualifications.

6.32 Whilst a lack of people in the managerial roles and low educational attainment may often be seen as an indicator of lower wealth and worse 'life chances' amongst the community, this may be counteracted by the higher proportion of lower supervisory and technical occupations, the presence of more retired people with higher levels of 'unearned' income (i.e. private pensions etc), and

deprived, but not to a high degree. It is likely that some of the people who fall within the 9 protected characteristics may have a more severe experience of deprivation than others.

DOMAINS BY DECILE										
LSOA	OVERALL	INCOME	EMPLOYMENT	EDUCATION, SKILLS & TRAINING	HEALTH DEPRIVATION AND DISABILITY	CRIME	BARRIERS TO HOUSING AND SERVICES	LIVING ENVIRONMENT	INCOME DEPRIVATION AFFECTING CHILDREN	INCOME DEPRIVATION AFFECTING OLDER PEOPLE
024C	- 40%	- 50%	- 50%	- 30%	- 50%	+ 20%	- 40%	- 10%	- 50%	+ 50%
030A	- 40%	- 40%	- 30%	- 40%	- 40%	+ 10%	- 10%	- 10%	- 50%	- 40%
030B	- 30%	- 30%	- 20%	- 20%	- 40%	+ 20%	+ 50%	- 10%	- 30%	- 40%
030C	- 40%	- 50%	- 50%	- 50%	+ 50%	+ 20%	- 30%	- 10%	- 50%	+ 50%
030D	- 30%	- 30%	- 20%	- 30%	- 40%	+ 20%	+ 10%	- 10%	- 30%	- 50%
030E	- 50%	+ 50%	- 40%	+ 50%	+ 50%	+ 20%	- 30%	- 10%	+ 50%	+ 20%

Figure 8: Index of multiple Deprivation 2019 * = out of 32844, where 1 is the most deprived. Source: IMD 2019



- 024C White Cross
- 030A Nanpean
- 030B Foxhole
- 030C Coombe/Rural south
- 030D St Stephen
- 030E High Street and Lanjeth

6.34 Rural Isolation. St Stephen in Brannel Parish includes a large rural portion that includes several small settlements and isolated hamlets and individual dwellings. Their isolation is exacerbated by large areas of china clay workings. The resultant distance from services and lack of public transport can mean that people falling into one of the protected characteristics may have increased needs and potentially suffer additional impacts from public policy approaches which are not well suited to isolated rural locations.

6. 35 Baseline Assessment Overview. The preceding information indicates that St Stehen in Brannel Parish is the home of many people who may fall into one or more of the protected characteristics covered by the Equalities Act, and in some cases there are proportionally more of them than is typical in Cornwall and England. There is also the potential for any discriminatory impacts to be more extensive and intensive through the effect of the higher levels of deprivation and rural isolation present.

7. STAGE ONE EQUALITY IMPACT ASSESSMENT

Name of Officer/s completing assessment:	SBF/
Date of Assessment:	31/10/2022. Reviewed July 2023 to incorporate Census 2021 data.
Name of document or policy being assessed:	Creation of St Stephen in Brannel Parish Neighbourhood Development Plan
What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?	A local land-use plan adopted by St Stephen in Brannel Parish Council that meets the sustainable development needs of the St Stephen in Brannel Parish Community, is supported by the St Stephen in Brannel Parish community at referendum, and eventually becomes part of the statutory Development Plan for Cornwall.
Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, including any external partners.	St Stephen in Brannel Parish TC is 'qualifying body' under Localism act with power to create the NDP. The NDP is drawn up by a Steering Group made up of Councillors, local people and organisations.
Who will be affected by this proposal? For example, who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	All local residents All local businesses

	<p>All those with a 'stakehold' in St Stephen in Brannel Parish</p> <p>Visitors to St Stephen in Brannel Parish</p>
<p>What are the likely positive or negative impacts for the group/s identified in (3) above? What particular groups are affected more than others and why?</p>	<p>NDP should lead to a balanced approach to development up to 2030 that meets current needs whilst protecting the interests of future generations. In so doing the NDP may include policies for new housing, employment areas, retail, leisure and entertainment, which whilst benefiting the community at large may be perceived to be against interest of particular individuals (e.g. people whose immediate living environment may be affected).</p> <p>In the NDP process, it is possible that some residents, such as young people, or those suffering from ill-health and persons with disabilities, and those living in the more isolated settlements may be less engaged and their 'voice' dis-proportionately muted in comparison to other groups, to their disadvantage.</p> <p>Also, possible that some resultant developments are not as accessible as may be possible if not effectually influenced/controlled (for example the creation of environments that are wheelchair unfriendly).</p> <p>It is also a risk that inappropriate language may be used in community based engagement processes.</p>
<p>Have the impacts identified in (4) above been assessed using up to date and reliable evidence and data? Do you need to engage or consult with any identified group/s?</p>	<p>The process of writing the NDP will include measures to ensure that all sectors are given reasonable opportunity to have a say in the process, for example by widespread engagement opportunities based on an analysis of demographic data, targeting those within particular characteristic groups, using a range of formats for information giving/gathering, and seeking representation from all sectors on the Steering Group. Representative</p>

	<p>organizations will also be engaged with, in accordance with the St Stephen in Brannel Parish Neighbourhood Development Plan Engagement Strategy.</p> <p>With regard to inappropriate language, Steering Group members will be encouraged to use terminology that is currently regarded as being inoffensive (See Appendix A)</p> <p>When the draft NDP is completed, it will be assessed under Stage Two of the process, using the template attached at appendix B.</p>
<p>Are any of these identified groups considered to be vulnerable? If so have you consulted with or plan to consult with any relevant representative organisation.</p>	<p>Young people and vulnerable adults, older people, and persons with disabilities may be affected. Representative organizations will be engaged with.</p>
<p>What plans do you have in place, or are developing, that will mitigate the likely identified negative impacts? For example, what plans, if any, will be put in place to reduce the impact?</p>	<p>Proposals for development put forward in the NDP will be checked for negative impacts (using a 'proofing checklist' in Stage 2 based on the criteria of this EqIA statement) and mitigation measures devised.</p>
<p>Do you have plans in place to monitor the impact of the proposals once they have been implemented? The full impact of the decision may only be known after the proposals have been implemented.</p>	<p>Implementation impacts will be monitored by the Council when reviewing and making recommendations on Planning applications</p>
<p>What course of action does this EQIA suggest you take? More than one of the following may apply</p>	
<p>Outcome 1: No major change required. The EQIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken in the arrangements to prepare the NDP.</p>	<p>✘</p>
<p>Outcome 2: Changes to the NDP Vision, Objectives and Policies may be required to remove barriers identified by the EQIA or better promote equality.</p>	<p>✔</p>

<p>Outcome 3: Some policy actions may need to be retained despite potential for adverse impact or missed opportunities to promote equality identified. The EQIA Stage 2 will clearly set out the justifications for continuing with it and ensure there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact</p>	<p>✓</p>
<p>Outcome 4: Stop and rethink the policy when the EQIA shows actual or potential unlawful discrimination</p>	<p>✓</p>
<p>Summary of proposals</p>	
<p>No negative impacts have been identified at this time in this EQIA, but there are clear risks that some groups may fail to become involved in writing this community based NDP, with the result that their interests are not represented proportionately in the final NDP.</p> <p>However the NDP will be reviewed at each stage of development. The process following on will need to be informed through the Engagement Strategy/Plan that assesses how groups and individuals can be included in plan making, potential barriers to engagement and potential solutions.</p>	
<p>Key Impacts – Risk of exclusion of certain groups with particular needs and subsequent poor developments, or needs not met, and policies intended to be applied generally may have unanticipated impacts on people in protected characteristics.</p>	
<p>Course of action – adoption of Engagement Strategy to ensure all are involved in creating the NDP, ‘Equalities proofing’ of proposals and policies.</p>	

Appendix A: Guide to terminology to avoid offence.

Do Not Use	Do Use
Blind	Has a visual impairment (many people who are registered blind have some sight).
Coloured	Black, Asian, Chinese etc.
Crippled	People with impairments and long-term health conditions
Deaf mute/profoundly deaf/hard of hearing	Use 'deaf' if you know someone has no hearing. If a person has some hearing use 'hearing impairment'
Dumb	(Has / with a) speech impediment
Dwarf / midget	someone with restricted growth or short stature
Fits / Spells / Attacks	Seizures
Half-cast	Mixed race
Handicapped person	Disabled person or person with a disability
Mentally handicapped / mentally disabled /mentally defective/ retarded/ subnormal	(Has / with) learning disability
Mental patient, insane, mad	Person with a mental health condition
Mongolism	Downs Syndrome
Negro & other derivatives	Black
Non - white	Black (an all-encompassing term where visible skin colour difference exists)
Normal people / able-bodied people	Non-disabled people
Spastic	Person with Cerebral Palsy
Suffering from / victim of / stricken by / afflicted by	Has / with... arthritis, a mental health problem, diabetes etc
The disabled, handicapped	Disabled persons / persons with disabilities
The elderly	Older person/people
Confined to a wheelchair/ Wheelchair bound	Wheelchair user
Queer, camp, butch, etc	LGBTQ+ – or use each of these words as appropriate: Lesbian, Gay, Bi-sexual, Trans-sexual or Trans, Questioning, Non-binary. (nb [1] the use of the word Queer may be acceptable within LGBTQ groups but should not be assumed to be acceptable generally [2] the terminology is evolving so it is essential to be respectful of new terms should they emerge).
Some tips on behaviour when meeting people:	
<ul style="list-style-type: none"> • use a normal tone of voice, don't patronise or talk down 	

- don't be too precious or too politically correct – being super-sensitive to the right and wrong language and depictions will stop you doing anything
- never attempt to speak or finish a sentence for the person you are talking to
- address disabled people in the same way as you talk to everyone else
- speak directly to a disabled person, even if they have an interpreter or companion with them

Personal Pronouns – Pronouns are words we use in everyday language to refer to ourselves or others. They can be an important way to express gender identity. 'I', 'me', 'she/her', 'he/him' and 'they/them' are some examples of pronouns. Some trans and gender non-conforming people may use 'they', 'them' and 'theirs' as personal pronouns. 'They' is considered a gender-neutral pronoun, compared to pronouns like 'he/him' or 'she/her' which are generally perceived as gendered terms.

Correct use of pronouns is key to helping people in a Steering or Working group, or visiting a 'drop-in' exhibition, to feel included and valued. It can reassure trans and gender non-conforming people that they are welcome and included in your work.

If you're not sure what a person's pronouns are, ask them or listen to what pronouns the person uses. You can also use gender neutral pronouns to refer to someone you've not had contact with yet, or simply refer to them by their name. Use a person's correct pronouns or form of address once you're aware of them. It may feel simpler to refer to everyone with gender neutral pronouns (e.g. they/them), but you could accidentally misgender someone by doing so. If you make a mistake when referring to a person, apologise, correct yourself and move on. Avoid apologising too much, as this can draw further attention to your mistake and make the person uncomfortable.

Appendix B: Equality Statement Stage Two Template

1. Introduction – a short Introduction drawn from this document.

2. Methodology – Brief description of the methodology used drawn from this document. Gives an assessment as to whether the CARN BREA Neighbourhood Development Plan has a positive, negative or neutral impact on each of the protected characteristics (in so far as data is available), by using a grid which gives a brief justification of the policies and proposals in the Neighbourhood Plan, identifies of any mitigation necessary. Negative impacts are given a high, medium or low assessment.

- High impact - A significant potential impact, risk of exposure, history of complaints, no mitigation measures in place etc.
- Medium impact - Some potential impact exists, some mitigating measures are in place, poor evidence.
- Low impact - Almost no relevancy to the process, e.g. an area that is very much legislation-led

3. Summary Data – Drawn from this document using census and other data to give a picture of the current demographic profile of CARN BREA.

4. Community Engagement Strategy – Reference to the community engagement strategy adopted for the NDP process.
5. Vision and Aims of the NDP – the NDP vision and whether it is likely to have an equalities impact.
6. The Plan Objectives and their Impact – Brief description of the NDP objectives.
7. Summary of Policies and their Impact – A look-up table of polices related to the Objectives, followed by an assessment table based on the following:

Objective						
Protected characteristic	Assessed Impact					Comments and Mitigation
	Positive	Neutral	Negative Low	Negative Med	Negative High	Comments:
Age						MITIGATIONS INTRODUCED:
Disability						
Gender reassignment						
Marriage and civil partnership						
Pregnancy and maternity						
Race						
Religion and Belief						
Sex						
Sexual orientation						

8. Conclusions and Overview – indicating any negative impacts and their mitigation, any positive impacts, and drawing out conclusion on overall impact on local community.

