

North Hertfordshire District Council

# Corporate Cumulative Equality Impact Assessment

2019/20

## Summary

This report sets out the approach taken to consider the cumulative equality impact of North Hertfordshire decision making process in the civic year 2019/2020.

The report is based on a number of source documents: those council and committee reports that required an equality impact analysis and those council and committee reports that did not require an equality impact analysis but demonstrated mitigating action to avoid treating one aspect of the community more favourably than another.

A number of reports were either merely for information only or seeking approval from council to pursue a certain course of action. Therefore some of these proposals/projects were in the early stages and as such may need further equality analysis. The process for Equality Impact Analysis is an evolving one, and proportionate, with assessments updated as projects develop.

The Equality Act 2010 guidance states that all policies must be analysed for their impact on equality, whether these are current and proposed policies or whether they are informal customs or practices. North Hertfordshire sets out guidance and support for staff on taking a proportional and meaningful approach to paying due regard to equality duties in the following areas NHDC are responsible for making a wide range of decisions, including decisions about overarching policies and setting budgets, to day-to-day decisions, which affect specific individuals or specific groups. The approach agreed for NHDC decision makers was the following areas would be targeted for Equality Analysis Assessments:

- Key decisions - i.e. those over £50,000.00 value or which have a considerable potential impact on the community and across the 'protected characteristics'. (NB. Contractual arrangements, such as contracts for energy, will be exempt from review as whilst they are of sufficient monetary value, the 'equality' impact on the community is nil).
- Major budget implications - i.e. efficiencies and investments such as those proposed within the corporate business planning process
- Major Service provision revision - i.e. restructure proposals, changes to working practices and especially those with greatest impact on external customers.

It should be noted that the Shared Internal Audit Service (SIAS) conducted a review of the Equality Internal processes in 2013 and provided overall **substantial assurance** that there were effective controls in operation. Officers have continued to adhere to these processes. The Public Sector Equality Duty also requires the local authority to foster good relations and promote equality of opportunity between those with a protected characteristic and others. This work is implicit in all of our services.

The table below summarises the equality impact analysis of key council decisions in the last civic year. Individual equality impact assessments for key policy decisions are attached at the end of this document.

**1. Potential equality impacts identified by Cabinet and Council reports and the mitigating action either carried out or proposed, where appropriate.**

<b>Cabinet decisions</b>	
26th March 2019	
<b>AGENDA ITEM 7 - STRATEGIC PLANNING MATTERS REPORT OF THE SERVICE DIRECTOR-REGULATORY</b>	
To inform Members of the current positions regarding: · Other Local Plans and Examinations · North Hertfordshire Local Plan · Neighbourhood Plans · Government announcements · Strategic Planning	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 8 - HOUSING GRANTS POLICY REPORT OF THE SERVICE DIRECTOR – REGULATORY</b>	
To consider and adopt a Housing Grants Policy 2019-2024 to replace the Council’s existing Private Sector Housing Renewal Policy.	The aim of providing this grant is to assist poorer households and more vulnerable residents who may have difficulty funding basic repairs in their own homes, which if not addressed, could lead to unsafe conditions and adverse health issues.
<b>AGENDA ITEM 9 - ADOPTION OF A NEW HOUSING STRATEGY REPORT OF THE SERVICE DIRECTOR – REGULATORY</b>	

<p>To consider the adoption of a new Housing Strategy</p>	<p>The proposed Strategy sets out high level priorities within the broad, wide-ranging work areas of: maximising the supply of affordable housing; improving standards of housing; and preventing and managing homelessness. The priorities identified in the proposed Strategy will benefit households in the district – including those who are homeless and sleeping rough - who are on the lowest incomes and face the greatest risks of social and economic exclusion.</p>
<p><b>AGENDA ITEM 10 - PERFORMANCE MANAGEMENT MEASURES FOR 19/20 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b></p>	
<p>To consider the Performance Management Measures for 2019/20</p>	<p>Performance reporting provides a means to monitor whether the Council is meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriated services to the Community to meet different people’s needs.</p>
<p><b>AGENDA ITEM 11 - THIRD QUARTER REVENUE MONITORING 2018/19 REPORT OF THE OF THE SERVICE DIRECTOR – RESOURCES</b></p>	
<p>To inform Cabinet of the summary position on revenue income and expenditure forecasts for financial year 2018/19, as at the end of the third quarter.</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>
<p><b>AGENDA ITEM 12 - THIRD QUARTER CAPITAL MONITORING 2018/19 REPORT OF THE SERVICE DIRECTOR - RESOURCES</b></p>	

<p>To update Cabinet on progress with delivering the capital programme for 2018/19, as at the end of December 2018, and indicating its impact upon the approved capital programme for 2019/20 - 2023/24.</p>	<p>For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out; this will take place following Cabinet agreement of the investment. A sound management of funds ensures that the Council has sufficient monies to support the improvement of district facilities.</p>
<p><b>AGENDA ITEM 13 - TREASURY MANAGEMENT THIRD QUARTER 2018/19 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b></p>	
<p>To inform Cabinet of the Treasury Management activities in the third quarter of 2018/19 to the end of December.</p>	<p>There are no direct equalities implications arising from this report.</p>
<p><b>AGENDA ITEM 14 - CHANGE TO THE STOCK TRANSFER AGREEMENT WITH SETTLE (NORTH HERTFORDSHIRE HOMES) REPORT OF THE SERVICE DIRECTOR – COMMERCIAL AND SERVICE DIRECTOR – RESOURCES</b></p>	
<p>Settle (North Hertfordshire Homes) have approached the Council to seek a variation to the stock transfer agreement (of 2003) to allow for further borrowing against the transferred properties.</p>	<p>There are no specific equalities implications arising from this report.</p>
<p><b>AGENDA ITEM 15 - LAND ADJOINING 10 HILL VIEW, RUSHDEN, HERTFORDSHIRE, SG9 0SL</b></p>	

<b>REPORT OF THE SENIOR ESTATES SURVEYOR</b>	
To seek authority to dispose of District Council land adjoining 10 Hill View, Rushden.	The recommendation of the report does not have a direct equality impact.
<b>11th June 2019</b>	
<b>AGENDA ITEM 7 - STRATEGIC PLANNING MATTERS REPORT OF THE SERVICE DIRECTOR – REGULATORY</b>	
To identify the latest position on key planning issues affecting the District	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 8 - WYMONDLEY NEIGHBOURHOOD PLAN - EXAMINER'S REPORT REPORT OF THE SERVICE DIRECTOR - REGULATORY</b>	
To consider the examiners report and the proposed modifications to the Wymondley Neighbourhood Plan and to agree that officers make arrangements to conduct a referendum within the Wymondley designated neighbourhood planning area.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.

<p><b>AGENDA ITEM 9 - HOUSING DELIVERY TEST ACTION PLAN</b>  <b>REPORT OF: SERVICE DIRECTOR - REGULATORY</b></p>	
<p>To consider and adopt an Action Plan to increase housing delivery in the District as required by national planning policy.</p>	<p>There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.</p>
<p><b>AGENDA ITEM 11 - REVENUE BUDGET OUTTURN 2018/19</b>  <b>REPORT OF THE SERVICE DIRECTOR - RESOURCES</b></p>	
<p>The purpose of this report is to inform Cabinet of the summary position on General Fund income and expenditure as at the end of the financial year 2018/19.</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>
<p><b>AGENDA ITEM 12 - CAPITAL PROGRAMME OUTTURN 2018/19</b>  <b>REPORT OF THE SERVICE DIRECTOR - RESOURCES</b></p>	
<p>To consider the Capital Programme Outturn 2018/19</p>	<p>For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out; this will take place following Cabinet agreement of the investment. A sound management of funds ensures that the Council has sufficient monies to support the improvement of district facilities.</p>

<b>AGENDA ITEM 13 - ANNUAL TREASURY MANAGEMENT REVIEW 2018/19 REPORT OF THE SERVICE DIRECTOR - RESOURCES</b>	
To consider the Annual Treasury Management Review 2018/2019	There are no direct equalities implications arising from this report.
<b>27th June 2019</b>	
<b>AGENDA ITEM 5 - CO-OPERATIVE COUNCILS INNOVATION NETWORK REPORT OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER</b>	
To consider and approve the corporate commitment of the Council to joining the Co-operative Council Innovation network as a full member.	The stated values of the Co-operative Council Innovation network seeks to benefit all within the community and are therefore underpinned by the aims of the Public Sector Equality Duty. Any service changes resulting from adopting a more co-operative will be subject to an equality impact assessment.
<b>AGENDA ITEM 6 - CABINET PANEL ON THE ENVIRONMENT REPORT OF: SERVICE DIRECTOR: LEGAL AND COMMUNITY &amp; MONITORING OFFICER</b>	
This report sets out the establishment, terms of reference and membership of a Cabinet Panel on the Environment.	The proposed Panel seeks to advance the Council's response to the impact of Climate change at a District level. The international and national reports note the negative impacts on the community of which greater impact will be felt by those who share a protected characteristic.



<p><b>AGENDA ITEM 7 - MODERN DAY SLAVERY TRANSPARENCY STATEMENT &amp; CHARTER AGAINST MODERN SLAVERY REPORT OF: SERVICE DIRECTOR: LEGAL AND COMMUNITY &amp; MONITORING OFFICER</b></p>	
<p>This reports requests that the Cabinet consider the Modern Slavery Transparency in Supply Chain Statement ('Transparency Statement'), consider actions to date and a referral to Council to adopt the Charter Against Modern Slavery (the 'Charter').</p>	<p>The introduction of the Transparency Statement, supported by relevant and development opportunities outlined, is a positive step to raise awareness amongst any employee or worker delivering services on behalf of the Council. The introduction of the statement supports the Council's commitment to eradicate slavery in any form.</p>
<p>30th July 2019</p>	
<p><b>AGENDA ITEM 7c - ITEM REFERRED FROM FINANCE, AUDIT AND RISK COMMITTEE: 29 JULY 2019 – RISK AND OPPORTUNITIES MANAGEMENT UPDATE</b></p>	
<p>To provide the Committee with an update on the Corporate risks and the proposed changes to these risks. To present the Annual Report on Risk and Opportunities Management.</p>	<p>Reporting on the management of risk provides a means to monitor whether the council are meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriate services to the community to meet different peoples needs. The risks of NHDC failing in its Public Sector Equality Duty are recorded on the Risk Register. The Councils risk management approach is holistic, taking account of commercial and physical risks. It should also consider the risk of not delivering a service in an equitable, accessible manner, and especially to its most vulnerable residents, such as those who are homeless.</p>
<p><b>AGENDA ITEM 8 - STRATEGIC PLANNING MATTERS</b></p>	

<b>REPORT OF: SERVICE DIRECTOR – REGULATORY</b>	
This report identifies the latest position on key planning issues affecting the District	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic
<b>AGENDA ITEM 9 - COUNCIL PLAN 2020 - 2025 AND COUNCIL OBJECTIVES 2020-2025 REPORT OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER</b>	
To consider and approve the refreshed Council Plan 2020-2025 and Council Objectives for 2020-2025.	In setting its Council Plan Objectives, the council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for those Efficiency or Investment options that are taken forward.
<b>AGENDA ITEM 10 - PERFORMANCE MANAGEMENT MEASURES FOR 19/20 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b>	
This report recommends the Medium Term Financial Strategy (MTFS) for 2020/21 to 2024/25 to guide and inform the Corporate Business Planning Process.	The MTFS attempts to align resources to the delivery of the Council Plan, which sets the corporate objectives. Through its corporate objectives the Council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for relevant Efficiency or Investment options.
<b>AGENDA ITEM 11 - FIRST QUARTER REVENUE MONITORING 2019/20 REPORT OF THE SERVICE DIRECTOR - RESOURCES</b>	

<p>To inform Cabinet of the summary position on revenue income and expenditure forecasts for financial year 2019/20, as at the end of the first quarter.</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>
<p><b>AGENDA ITEM 12 - FIRST QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2019/20 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b></p>	
<p>To update Cabinet on progress with delivering the capital and treasury strategy for 2019/20, as at the end of May 2019.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2018/19 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>
<p><b>AGENDA ITEM 13 - PLAYGROUNDS REPORT OF THE SERVICE DIRECTOR – PLACE</b></p>	
<p>To establish an approved direction for the future of two play areas in Royston and to investigate potential for improving play in those play areas already decommissioned according to the resolution of Cabinet in March 2018</p>	<p>There is a likelihood that there will be a difference in the service provision of play areas to arising from this decision. The proposal to retain the two sites in Royston will favour Royston residents and there will be an adverse impact on those areas that have had their play areas removed. A review of the GSMS will include capturing positive and adverse impacts on our users through a Equality Impact Assessment</p>
<p><b>AGENDA ITEM 14 - WASTE COLLECTION FROM MULTI OCCUPANCY PROPERTIES (MOP)</b></p>	

<p><b>REPORT OF THE SERVICE DIRECTOR – PLACE</b></p>	
<p>To consider and decide to either retain the current weekly service for residual waste or move to a fortnightly collection service for Multi-Occupancy Properties (MOP) in accordance with the existing contract that started in May 2018.</p>	<p>It is clear that disparity would arise and inequality of service provision if the proposed implementation of fortnightly collections proceed. It is acknowledged that a high percentage of MOP would on a weekly collection. Changes to the existing service would require careful consideration of the impacts to the community and mitigating actions to alleviate the impacts.</p>
<p><b>AGENDA ITEM 15 - THE DEVELOPER AGREEMENT FOR THE JOHN BARKER PLACE AREA OF HITCHIN REPORT OF THE SERVICE DIRECTOR – REGULATORY</b></p>	
<p>The Development Agreement for the John Barker Place Area of Hitchin.</p>	<p>The submission of the revised planning application and review of the DA may identify impacts on the community, as set out in this report. The original scheme in 2013 delivered positive equality implications in terms of increasing choice and availability of suitable social housing units (including that for single people or couples), enhanced supermarket provision and play areas close to the residential areas, and the delivery of a more flexible and adaptable community hall to the latest standards of build. The outstanding elements ought to continue these positive impacts for residents. If a new DA is necessary then an equality impact assessment may require completion.</p>
<p><b>AGENDA ITEM 16 - ADOPTION OF A SCRAP METAL DEALERS LICENSING POLICY REPORT OF THE LICENSING MANAGER</b></p>	

To consider the outcome of the public consultation and adopt a scrap metal dealers licensing policy	The Policy does not place any barriers or unique requirements on any person on the grounds of ethnicity, gender, religion, or any other protected characteristic. Officers work with all applicants and licence holders, where appropriate, to ensure that the Council's duty under the Equality Act 2010 is met, for example, guidance notes could be provided in other languages upon request.
<b>24th September 2019</b>	
<b>AGENDA ITEM 8 - STRATEGIC PLANNING MATTERS REPORT OF THE SERVICE DIRECTOR – REGULATORY</b>	
This report identifies the latest position on key planning issues affecting the District	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 9 - FRAUD PREVENTION POLICY REPORT OF THE SERVICE DIRECTOR – RESOURCES</b>	
To approve the Fraud Prevention Policy.	There are no equalities implications arising from this report.
<b>AGENDA ITEM 10 - COUNCIL TAX REDUCTION SCHEME 2020/21 REPORT OF THE SERVICE DIRECTOR – CUSTOMERS</b>	

<p>To consider whether any changes should be made to the Council Tax Reduction Scheme (CTRS) for year eight (2020/2021), prior to public consultation and a final recommendation being made to Council later in the financial year.</p>	<p>By conducting extensive consultation when the scheme was first implemented, the Council sought to collect information from those who may be potentially affected by these proposals. The public consultation showed broad support for the scheme. By substantially retaining the same scheme since 2013/2014, the Council continues to meet its obligations under the Equality Act. The proposed review will identify any adverse impacts and an equality impact analysis may be required to capture these.</p>
<p><b>AGENDA ITEM 11 - REVIEW OF COMMENTS, COMPLIMENTS AND COMPLAINTS POLICY REPORT OF THE SERVICE DIRECTOR – CUSTOMERS</b></p>	
<p>To adopt the revised Comments, Compliments and Complaints policy (also known as 3Cs), in order to ensure the Council’s policy is current and reflects best practice.</p>	<p>This policy applies to all customers and therefore there are no specific equalities implications. To further assist those that exhibit a protected characteristic, additional assistance will be provided to any customer who has difficulty in making a 3C. An Equalities Impact Assessment will be carried out after all consultation has taken place.</p>
<p><b>AGENDA ITEM 12 - BUSINESS RATE POOLING 2020/21 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b></p>	
<p>If NHDC is determined to be an optimum member of a Hertfordshire Business Rates Pool, for the Council to join the pool and the potential financial benefits that this provides.</p>	<p>There are no equalities implications in relation to this report.</p>
<p>31st October 2019</p>	
<p><b>AGENDA ITEM 7 - STRATEGIC PLANNING MATTERS</b></p>	

<b>REPORT OF THE SERVICE DIRECTOR – REGULATORY</b>	
To provide an update on planning matters affecting the District.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 8 - COUNCIL PLAN 2020-2025 AND COUNCIL OBJECTIVES 2020-2025 REPORT OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER</b>	
To review and approve the Council Plan and Objectives for 2020-2025; approve the proposed actions and achievements of the Council	In setting its Council Plan Objectives, the council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for those Efficiency or Investment options that are taken forward.
<b>AGENDA ITEM 9 - THE GOVERNMENT’S REFUGEE RESETTLEMENT SCHEME REPORT OF THE SERVICE DIRECTOR - REGULATORY</b>	
The Government has announced arrangements for extending its refugee resettlement programme beyond 2020, when its three largest current resettlement schemes are due to conclude. It is seeking pledges from local authorities to participate in the	There are no direct equality implications arising from this report. Consideration of both the needs of any individual refugees/families and the wider community will be required to ensure effective integration

<p>first year of this new global resettlement scheme.</p>	
<p><b>AGENDA ITEM 10 - LAND AT WINDMILL CLOSE, BARKWAY REPORT OF THE INTERIM PROPERTY CONSULTANT</b></p>	
<p>To seek approval for the declaration as surplus to Council requirements approximately 2.23 acres of land at Windmill Close, Barkway.</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.</p> <p>Central Government and national groups have expressed the continued importance of public Green Space in the health and well-being of communities. From April 2013 local authorities at county level are required to take on the statutory duty to improve the health of their communities as required by the Health and Social Care Act 2012 and with it, to acquire many of the public health services currently the responsibility of the NHS. The use of open spaces, parks, playgrounds and relevant leisure facilities are promoted in terms of reducing the impact of obesity on long term health, the importance in the management of wellbeing and in aiding relaxation, as well as 'sensory' enjoyment. Therefore the report's recommendation works well in conjunction with central government guidance and local authority responses to the guidance.</p>
<p>17th December 2019</p>	
<p><b>AGENDA ITEM 7 - STRATEGIC PLANNING MATTERS</b></p>	



<b>REPORT OF THE SERVICE DIRECTOR - REGULATORY</b>	
To receive a report which identifies the latest position on key planning issues affecting the District.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 8 - PRESTON NEIGHBOURHOOD PLAN EXAMINERS REPORT REPORT OF THE SERVICE DIRECTOR - REGULATORY</b>	
To consider the examiner's report and the proposed modifications to the Preston Parish Neighbourhood Plan and to agree that officers make arrangements to conduct a referendum within the Preston designated neighbourhood planning area.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 9 - DRAFT BUDGET 2020/21 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b>	
To consider the Draft Budget 2020/2021.	For any individual proposal comprising either £50k growth or efficiency, or affecting more than two wards, an equality analysis is required to be carried out; this has either taken place or will take place following agreement of efficiencies or growth.
<b>AGENDA ITEM 10 - SECOND QUARTER REVENUE MONITORING 2019/20</b>	

<p><b>REPORT OF THE SERVICE DIRECTOR- RESOURCES</b></p>	
<p>To inform Cabinet of the summary position on revenue income and expenditure forecasts for financial year 2019/20, as at the end of the second quarter</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>
<p><b>AGENDA ITEM 11 - INVESTMENT STRATEGY (CAPITAL AND TREASURY) MID-YEAR REVIEW 2019/20 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b></p>	
<p>To update Cabinet on progress with delivering the capital and treasury strategy for 2019/20 as at the end of September 2019.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2019/20 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>
<p><b>AGENDA ITEM 12 - COUNCIL TAX REDUCTION SCHEME (CTRS) 2020/2021 REPORT OF THE SERVICE DIRECTOR – CUSTOMERS</b></p>	
<p>To provide Cabinet with an update on how the Scheme is operating in its seventh year and to recommend two minor changes be made to the Scheme for 2020/2021.</p>	<p>By conducting extensive consultation when the scheme was first implemented, the Council sought to collect information from those who may be potentially affected by these proposals. The public consultation showed broad support for the scheme. By substantially retaining the same scheme since 2013/2014, and consulting on the minor changes implemented since, the Council continues to meet its obligations under the Equality Act, but current equalities legislation will be checked following decision by Council in January to ensure this remains the case.</p>

<p><b>AGENDA ITEM 13 - INTRODUCTION OF CHARGES FOR THE USE OF GREENSPACES</b>  <b>REPORT OF THE SERVICE DIRECTOR - PLACE</b></p>	
<p>To approve the introduction of charging for the hire of parks and public open spaces including multi use games areas, (Muga's) events or specific club activities.</p>	<p>The introduction of a charging scheme may have a negative impact on those poorer within the community. It is recommended that if the committee approve the decision to introduce a charging scheme that an equalities impact assessment accompany the proposed policies for introducing charges.</p>
<p><b>AGENDA ITEM 14 - LAND OFF TEMPLARS LANE, PRESTON</b>  <b>REPORT OF THE INTERIM PROPERTY CONSULTANT</b></p>	
<p>To seek Cabinet's approval for the declaration as surplus to the District Council's requirements approximately 2.5 acres of land off Templars Lane, Preston, as shown edged red on the plan at Appendix A.</p>	<p>The proposed sale of this land has potential positive equality implications for the community. The proposal for the construction of 21 dwellings, including 7 affordable housing units will benefit the wider community, potentially including those that display a protected characteristic.</p>
<p><b>AGENDA ITEM 15 - LAND AT THE GREEN, NEWNHAM</b>  <b>REPORT OF THE INTERIM PROPERTY CONSULTANT</b></p>	
<p>To seek Cabinet's approval for the declaration as surplus to the District Council's requirements approximately 0.62 acres of land at The Green, Newnham, as shown edged red on the plan at Appendix A.</p>	<p>Any land that is offering potential for new housing may benefit the wider community as noted at 8.1. There may be those who exhibit a protected characteristic within this wider community. The consideration of sympathetic development and adequate parking facilities may ensure that no adverse impacts are experienced by the existing community.</p>
<p>28th January 2020</p>	

<p><b>AGENDA ITEM 7 - STRATEGIC PLANNING MATTERS REPORT OF THE SERVICE DIRECTOR – REGULATORY</b></p>	
<p>To receive a report which identifies the latest position on key planning issues affecting the District.</p>	<p>There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.</p>
<p><b>AGENDA ITEM 8 - BALDOCK, BYGRAVE AND CLOTHALL NEIGHBOURHOOD PLAN - REGULATION 16 CONSULTATION REPORT OF THE SERVICE DIRECTOR – REGULATORY</b></p>	
<p>To consider the documentation submitted by the Baldock, Bygrave and Clothall Neighbourhood Planning Group and agree to publish the documents for public consultation.</p>	<p>There are no considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.</p>
<p><b>AGENDA ITEM 9 - STATEMENT OF COMMUNITY INVOLVEMENT - DRAFT FOR PUBLIC CONSULTATION REPORT OF THE SERVICE DIRECTOR – REGULATORY</b></p>	

<p>To consider the revised draft Statement of Community Involvement and agree that it is published for public consultation.</p>	<p>An Equalities Impact Assessment has been undertaken and can be found here: <a href="https://democracy.north-herts.gov.uk/documents/s9756/Appendix%20B%20Equalities%20Impact%20Assessment%20for%20the%20revised%20draft%20Statement%20of%20Community%20Involvement%20.pdf">https://democracy.north-herts.gov.uk/documents/s9756/Appendix%20B%20Equalities%20Impact%20Assessment%20for%20the%20revised%20draft%20Statement%20of%20Community%20Involvement%20.pdf</a>  The SCI has identified a number of groups within the community which tend not to engage with local planning issues. These groups include working age people, people with disabilities, black and ethnic minority groups, young people and gypsy and traveller communities. Work will continue with the Policy and Community Engagement Team to encourage these groups to participate in planning consultations.</p>
<p><b>AGENDA ITEM 10 - GARDEN WASTE SERVICE REPORT OF THE SERVICE DIRECTOR – PLACE</b></p>	
<p>To consider and agree the principle of implementing concessionary rates and reconsider implementation of direct debits for future garden waste charges commencing in 2020/21.</p>	<p>A concessionary rate policy may provide more access to some of our financially disadvantaged residents for our garden waste service. Section 7.6 notes a mitigating action to address the issues with the renewal service. Section 8.1 notes the availability of only online and phone payments. Section 8.4 states that the system will be robustly tested and any adverse impacts on residents will be noted and action on where feasible. An initial Equality Impact Assessment has been completed and is available at Appendix A at the end of the report: <a href="https://democracy.north-herts.gov.uk/documents/s9802/Garden%20Waste%20Service.pdf">https://democracy.north-herts.gov.uk/documents/s9802/Garden%20Waste%20Service.pdf</a></p>
<p><b>AGENDA ITEM 11 - COMMUNITY GRANTS POLICY REVIEW REPORT OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER</b></p>	
<p>To consider the proposed review of the Community Grants policy and criteria.</p>	<p>For organisations to be compliant with both the current and new grant criteria they must demonstrate an open-door membership policy, and provide services that are accessible to all. This does not preclude single-gender organisations from applying as long as they can demonstrate that they comply with the Equality Act 2010.</p>

<p><b>AGENDA ITEM 12 - CLIMATE CHANGE STRATEGY 2020-2025 REPORT OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER</b></p>	
<p>To consider a refreshed Climate Change strategy for adoption.</p>	<p>There are no direct negative impacts attached to this strategy. However further equality impact assessments may be undertaken for individual proposed projects.</p>
<p><b>AGENDA ITEM 13 - FAIR COLLECTION POLICY REPORT OF THE SERVICE DIRECTOR – CUSTOMERS</b></p>	
<p>To seek Cabinet approval for the adoption of a Fair Collection Policy supported by adoption of the Council Tax Protocol and use of the Standard Financial Statement.</p>	<p>The policy intention is to make it as easy as possible for customers to pay any money owed to the Council by providing good advice and assistance where appropriate. This approach will maximise collection even if it will in some cases take a little longer. This will ensure that the interests of those who do pay on time and in full will be better safeguarded than adopting an approach where no assistance is provided and attempts at collection fail. An Equalities Impact Assessment is available here: <a href="https://democracy.north-herts.gov.uk/documents/s9773/Appendix%207%20-%20Equality%20Impact%20Assessment.pdf">https://democracy.north-herts.gov.uk/documents/s9773/Appendix%207%20-%20Equality%20Impact%20Assessment.pdf</a></p>
<p><b>AGENDA ITEM 14 - COUNCIL TAX PREMIUMS &amp; DISCOUNTS ON EMPTY PROPERTIES REPORT OF THE SERVICE DIRECTOR – CUSTOMERS</b></p>	
<p>To consider whether to increase Council Tax Premiums payable and extend the discount period on empty properties.</p>	<p>Owners of long term empty properties come from a wide range of backgrounds and are not restricted to property owning landlords. In many instances, properties have been inherited in poor condition and the owners are making efforts to bring these up to an acceptable standard to bring them back into occupation with limited resources.</p>
<p><b>AGENDA ITEM 15 - DRAFT DEVELOPER CONTRIBUTIONS SPD</b></p>	

<b>REPORT OF THE SERVICE DIRECTOR – REGULATORY</b>	
To consider the draft Developer Contributions SPD and the feasibility of introducing a Community Infrastructure Levy for residential sites of 10 units or less.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 16 - PROPERTY ACQUISITION &amp; DEVELOPMENT STRATEGY REPORT OF THE SENIOR ESTATES SURVEYOR</b>	
To seek Cabinet's recommendation of approval of Property Acquisition & Development Strategy, including Appendices, to Full Council.	Some properties presenting themselves as opportunities may not fully comply with the Equality Act 2010, for example regarding disabled persons' needs. The due diligence process outlined by the Strategy will help ensure such issues are identified prior to the acquisition or development of these properties. It may be prudent to conduct equality assessments when making appraisals of property opportunities.
<b>AGENDA ITEM 17 - REVENUE BUDGET 2020/21 REPORT OF THE SERVICE DIRECTOR – RESOURCES</b>	
To consider the draft budget for 2020/21 and the appropriate level of Council Tax that will be recommended to the meeting of the Council on the 6 February 2020.	The proposals for efficiencies within this report do not unduly disadvantage one individual group within our local community more than another. For any individual proposal comprising either £50k growth or efficiency, or affecting more than two wards, an equality analysis is required to be carried out; this has either taken place or will take place following agreement of efficiencies or growth.
<b>AGENDA ITEM 18 - INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY)</b>	

<b>REPORT OF THE SERVICE DIRECTOR – RESOURCES</b>	
To consider the Investment Strategy and recommend to Council the adoption of the Investment Strategy.	There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2020/21 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.
<b>AGENDA ITEM 19 - LAND ADJACENT TO 1 NORTH END, KELSHALL, HERTS REPORT OF THE INTERIM PROPERTY CONSULTANT</b>	
To consider the declaration of the land adjacent to 1 North End, Kelshall, as surplus to the District Council's requirements.	Any land that is offering potential for new housing may benefit the wider community as noted at 8.1. There may be those who exhibit a protected characteristic within this wider community. The consideration of sympathetic development and adequate parking facilities may ensure that no adverse impacts are experienced by the existing community.
<b>AGENDA ITEM 20 - LAND ADJACENT TO 9 NORTH END, KELSHALL, HERTS REPORT OF THE INTERIM PROPERTY CONSULTANT</b>	
To consider the declaration of the land adjacent to 9 North End, Kelshall, Herts as surplus to the District Council's requirements	Any land that is offering potential for new housing may benefit the wider community as noted at 8.1. There may be those who exhibit a protected characteristic within this wider community. The consideration of sympathetic development and adequate parking facilities may ensure that no adverse impacts are experienced by the existing community.
<b>AGENDA ITEM 21 - ROYSTON TOWN HALL ANNEXE SITE</b>	



<b>REPORT OF THE INTERIM PROPERTY CONSULTANT</b>	
To consider the declaration of the land at Royston Town Hall Annexe as surplus to the District Council's requirements.	Citizens Advice North Herts provides an important advisory service to residents. Alternative arrangements for this service should be a key consideration. The final redevelopment may require the completion of an Equality impact assessment.

<b>Council Decisions</b>	
<b>1. Council – 20th March 2019</b>	
<b>AGENDA ITEM 4 - FUTURE HIGH STREETS FUND – CONSIDERATION OF POTENTIAL BIDS</b>	
This report sets out two potential bids to the Future High Streets Fund and seeking Full Council's decision as to which is submitted	Any proposals for either area will need to consider thoroughfares, access, surface treatments etc and the needs of the users of the resulting development. These will be considered and recorded under separate equality analysis at the relevant time.
<b>2. Council 21st May 2019</b>	
<b>AGENDA ITEM 9 - SCHEDULE OF COUNCIL MEETINGS 2019/20</b>	
To seek approval to a programme of ordinary meetings of the Council for the Civic Year 2019/20.	No equality implications.
<b>AGENDA ITEM 12 - APPOINTMENT OF MEMBERS OF THE CABINET FOR 2019/2020</b>	
The purpose of this report is to inform the Council of the Leader's appointment of members of the cabinet for 2019/2020	No direct equalities implications arising from this.
<b>AGENDA ITEM 13 - APPOINTMENT OF MEMBERS OF COMMITTEES FOR 2019/2020</b>	

The purpose of this report is to inform the Council of the appointment of Members of Committees for 2019/2020.	No direct equalities implications arising from this.
<b>AGENDA ITEM 14 - APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES FOR 2019/2020</b>	
The purpose of this report is to inform the Council of the appointment of Chairmen and Vice-Chairmen of Committees (except Area Committees) for 2019/2020.	No direct equalities implications arising from this.
<b>AGENDA ITEM 16 - KEY DECISIONS – ANNUAL REPORT ON CASES OF SPECIAL URGENCY</b>	
The purpose of this report is to inform the Council of any occasions over the past year where the provisions relating to “Special Urgency” have been used in connection with the publication of an intention to make a Key Decision, as required by legislation.	No direct equalities implications arising from this.
<b>AGENDA ITEM 17 - ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE</b>	
To consider the Annual report of the Overview and Scrutiny Committee regarding the 2018/19 Civic Year.	There are no direct equalities implications arising from this report.
<b>AGENDA ITEM 18 - ANNUAL REPORT OF THE STANDARDS COMMITTEE</b>	
To consider the Annual report of the Standards Committee in relation to its ethical standards in the preceding civic year.	The Councillor code of conduct clearly states that requirement of all councillors to carry out their duties with the principles stated in the Equality Act. The Standards committee ensures this ethical standards are adhered to. There are no other implications to this report.
<b>AGENDA ITEM 19 - NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2018/2019</b>	

The purpose of this report is to present a list setting out the nomination of representatives on Outside Organisations and Other Bodies for 2018/2019.	There are no direct equalities implications arising from this report.
<b>3. Council - 11 July 2019</b>	
<b>AGENDA ITEM 6a - ITEM REFERRED FROM CABINET: 27 JUNE 2019 – MODERN DAY SLAVERY TRANSPARENCY STATEMENT &amp; CHARTER AGAINST MODERN SLAVERY</b>	
This reports requests that the Cabinet consider the Modern Slavery Transparency in Supply Chain Statement ('Transparency Statement'), consider actions to date and a referral to Council to adopt the Charter Against Modern Slavery (the 'Charter').	The introduction of the Transparency Statement, supported by relevant and development opportunities outlined, is a positive step to raise awareness amongst any employee or worker delivering services on behalf of the Council. The introduction of the statement supports the Council's commitment to eradicate slavery in any form.
<b>AGENDA ITEM 6b - ITEM REFERRED FROM CABINET: 27 JUNE 2019 – COOPERATIVE COUNCILS INNOVATION NETWORK</b>	
Considered by the Cabinet at its meeting held on 27 June 2019	The stated values of the Co-operative Council Innovation network seeks to benefit all within the community and are therefore underpinned by the aims of the Public Sector Equality Duty. Any service changes resulting from adopting a more co-operative will be subject to an equality impact assessment.
<b>AGENDA ITEM 6d - ITEM REFERRED FROM CABINET: 11 JUNE 2019 – REVENUE BUDGET OUTTURN 2018/19</b>	
The purpose of this report is to inform Cabinet of the summary position on General Fund income and expenditure as at the end of the financial year 2018/19.	For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.
<b>AGENDA ITEM 6e - ITEM REFERRED FROM CABINET: 11 JUNE 2019 – ANNUAL TREASURY MANAGEMENT REVIEW 2018/19.</b>	

The Executive Member for Finance and IT presented the report entitled Annual Treasury Management Review 2018/19.	There are no direct equalities implications arising from this report.
<b>AGENDA ITEM 7 - CONSTITUTIONAL AMENDMENTS</b>	
To make changes to the constituion with the agreement of the Leader, pursuant to Full Council decision 10 April 2018 in respect of such amendments as are necessary to give affect to the Senior Management Restrucuture	There are no direct equalities implications arising from this report.
<b>AGENDA ITEM 8 - MEMBERS' ALLOWANCES SCHEME 2019/20 – IN YEAR AMENDMENT OF LEADER / EXECUTIVE MEMBERS SPECIAL RESPONSIBILITIES ALLOWANCES</b>	
To undertake an in-year review of Cabinet Special Responsibilities Allowances, within the Members' Allowances Scheme, so that these are reduced in line with Appendix B and that this reduction is applied retrospectively from 22 May 2019 for the Leader and Executive Members	There are no relevant equalities implications
<b>NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2019/20 – BEDFORD AND RIVER IVEL INTERNAL DRAINAGE BOARD</b>	
To receive nominations to the outside organisation known as Bedford and River Ivel Internal Drainage Board.	There are no direct equalities implications arising from this report.
<b>4. Council - 12 September 2019</b>	
<b>AGENDA ITEM 6a - ITEM REFERRED FROM CABINET: 30 JULY 2019 – RISK MANAGEMENT UPDATE</b>	

<p>To provide the Committee with an update on the Corporate risks and the proposed changes to these risks. To present the Annual Report on Risk and Opportunities Management.</p>	<p>Reporting on the management of risk provides a means to monitor whether the council are meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriate services to the community to meet different peoples needs. The risks of NHDC failing in its Public Sector Equality Duty are recorded on the Risk Register. The Councils risk management approach is holistic, taking account of commercial and physical risks. It should also consider the risk of not delivering a service in an equitable, accessible manner, and especially to its most vulnerable residents, such as those who are homeless.</p>
<p><b>AGENDA ITEM 6b - ITEM REFERRED FROM CABINET: 30 JULY 2019 – MEDIUM TERM FINANCIAL STRATEGY 2020 -2025</b></p>	
<p>This report recommends the Medium Term Financial Strategy (MTFS) for 2020/21 to 2024/25 to guide and inform the Corporate Business Planning Process.</p>	<p>The MTFS attempts to align resources to the delivery of the Council Plan, which sets the corporate objectives. Through its corporate objectives the Council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for relevant Efficiency or Investment options.</p>
<p><b>AGENDA ITEM 7 - MINOR AMENDMENT STANDARDS COMMITTEE CO-OPTEE NUMBERS AND APPOINTMENT OF PARISH/ TOWN REPRESENTATIVES TO STANDARDS COMMITTEE</b></p>	
<p>For Full Council to agree an amendment to the Standards Committee membership (7.2.2), increasing the maximum non-voting co-optee numbers to four and thereafter to confirm the appointment of two further co-optees to the Standards Committee (bringing the current numbers to three).</p>	<p>There are no direct implications from the appointment of Parish Councillor co-optees to the Standards Committee, other than providing a local community perspective.</p>
<p style="text-align: center;"><b>5. Council - 21 November 2019</b></p>	
<p><b>STRATEGIC PLANNING MATTERS</b> <b>AGENDA ITEM 6a - ITEM REFERRED FROM CABINET: 31 OCTOBER 2019 – HERTFORDSHIRE GROWTH BOARD</b></p>	

The Leader of the Council presented the referral from the meeting of Cabinet held on 31 October 2019 regarding Hertfordshire Growth Board together with the associated report considered at that meeting.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
<b>AGENDA ITEM 7 - COUNCIL PLAN 2020 - 2025 AND COUNCIL OBJECTIVES FOR 2020-2025</b>	
A report for Council to review, approve and adopt the Council Plan for 2020-2025; the Council Objectives for 2020-2025; including the proposed actions and achievements of the Council for 2018/19.	In setting its Council Plan Objectives, the council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for those Efficiency or Investment options that are taken forward.
<b>6. Council - 16 January 2019</b>	
<b>AGENDA ITEM 6b - ITEM REFERRED FROM FINANCE, AUDIT AND RISK COMMITTEE – 5 DECEMBER 2019 – PROPOSED AMENDMENTS TO THE CONTRACT PROCUREMENT RULES</b>	
This report sets out the proposed changes to the Contract Procurement Rules for review and referral	The Contract Procurement Rules in themselves do not generate equalities implications, however their application when considering specific procurements of goods and services, or works, must take full account of this legislation.
<b>AGENDA ITEM 6c - INVESTMENT STRATEGY (CAPITAL AND TREASURY ) MID-YEAR REVIEW 2019/20</b>	
The Executive Member for Finance and IT presented the report entitled Investment Strategy (Capital and Treasury) Mid-Year Review 2019/20	There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2019/20 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.
<b>AGENDA ITEM 6d - ITEM REFERRED FROM CABINET: 17 DECEMBER 2019 – COUNCIL TAX REDUCTION SCHEME (CTRS) 2020/2021</b>	

<p>To provide Cabinet with an update on how the Scheme is operating in its sixth year and to recommend that no changes be made to the Scheme for 2019/2020.</p>	<p>By conducting extensive consultation when the scheme was first implemented, the Council sought to collect information from those who may be potentially affected by these proposals. The public consultation showed broad support for the scheme. By substantially retaining the same scheme since 2013/2014, and consulting on the minor changes implemented since, the Council continues to meet its obligations under the Equality Act, but current equalities legislation will be checked following decision by Council in January to ensure this remains the case.</p>
<p><b>AGENDA ITEM 7 - REVIEW OF PLANNING CODE OF GOOD PRACTICE</b></p>	
<p>The report details changes to the council's Planning Code of Good Practice as part of its review.</p>	<p>Good governance and high ethical standards of conduct ensure that local government decisions are taken in the public interest. The review of the best practice recommendations and appropriate changes will ensure that NHDC will continue demonstrate due regard to the objectives of the Public Sector Equality duty.</p>
<p><b>AGENDA ITEM 8 - REVIEW OF MEMBERS' ALLOWANCES SCHEME</b></p>	
<p>To agree the Member's Allowances Scheme 2020/2021 having taken into account the recommendations of the Independent Remuneration Panel ('IRP').</p>	<p>The inclusion of the dependent carers and childcare allowance continues to provide assistance to Councillors' to fulfil their responsibilities and provide recompense to them.</p>
<p><b>AGENDA ITEM 9 - CONSTITUTIONAL &amp; GOVERNANCE REVIEW 2019/20</b></p>	
<p>This reports sets out the review undertaken and recommends amendments to update the Council's Constitution and propose new Panels.</p>	<p>One proposal potentially links to equality (the requirement to stand at Full Council). The preference in any such situation would be prevent any group with a protected characteristic from being treated differently and the proposal to change the standing order would reflect that. Other than that, the overall proposals do not materially affect any group with protected characteristics, but it is the aim, in revising the Constitution and its content regularly, to make it more 'user friendly', ensure transparency and also to encourage greater participation in the Council's decision making processes</p>
<p>7. Council - 6 February 2020</p>	
<p><b>AGENDA ITEM 6a - ITEM REFERRED FROM CABINET: 28 JANUARY 2020 – PROPERTY ACQUISITION AND DEVELOPMENT STRATEGY</b></p>	

<p>To seek Cabinet’s approval of the Property Acquisition &amp; Development Strategy to Full Council.</p>	<p>Some properties presenting themselves as opportunities may not fully comply with the Equality Act 2010, for example regarding disabled persons’ needs. The due diligence process outlined by the Strategy will help ensure such issues are identified prior to the acquisition or development of these properties. It may be prudent to conduct equality assessments when making appraisals of property opportunities.</p>
<p><b>AGENDA ITEM 7 - PAY POLICY STATEMENT 2020/21</b></p>	
<p>This report sets out a draft Pay Policy Statement 2020/21 for Council’s consideration and approval in accordance with the requirements of Section 38 of the Localism Act 2011 (the Act), associated guidance issued under Section 40 of the Act, the Local Government Transparency Code 20151 and any other relevant legislation.</p>	<p>The Pay Policy Statement reflects the practical arrangements that are in place to ensure all employees are remunerated in accordance with the requirements of the Equality Act and Public Sector Equality Duty and, in particular, through the application of a universal grading, flexible retirement scheme, and salary structure for all staff. The pay policy ensures consistency in regard to pay and remuneration in regard to individual roles, and therefore with no direct adverse impact on any single group with protected characteristics.</p>
<p><b>AGENDA ITEM 8 - REVENUE BUDGET 2020/2021</b></p>	
<p>To consider the draft budget for 2020/21 and the main factors which contribute to the determination of the North Hertfordshire District Council (NHDC) Council Tax level. To consider the appropriate level of Council Tax that will be recommended to the meeting of the Council on the 6 February 2020.</p>	<p>The proposals for efficiencies within this report do not unduly disadvantage one individual group within our local community more than another, although proposals relating to the staff, their terms and conditions or future employment will need to be subject to individual equality analysis in due course, as for any organisational or service restructure. For any individual proposal comprising either £50k growth or efficiency, or affecting more than two wards, an equality analysis is required to be carried out; this has either taken place or will take place following agreement of efficiencies or growth.</p>
<p><b>AGENDA ITEM 9 - INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY)</b></p>	
<p>To consider the adoption of the Investment Strategy clauses in relation to the Code of Practice on Treasury Management.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2020/21 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal</p>
<p style="text-align: center;"><b>8. Council - 27th February 2020</b></p>	



<b>AGENDA ITEM 4 - SENIOR MANAGEMENT ARRANGEMENTS</b>	
For Council to consider changes to the posts of Chief Executive and Deputy Chief Executive.	There are no equalities implications arising from this report. This proposal has been managed in line with HR policies and processes.
<b>9. Council - 16th April 2020</b>	
<b>AGENDA ITEM 4 - SENOR MANAGEMENT REPORT REPORT OF THE LEADER OF THE COUNCIL</b>	
To provide Council with an update on the savings that are likely to be achieved from the new senior management arrangements and options to provide resilience in the absence of the Managing Director. To confirm that changes to the Constitution and Financial Regulations will be required to reflect the new arrangements.	There are no equalities implications arising from this report.

## 2. Completed Equality Impact assessments

### Equality Analysis Template

1. Name of activity:	Planning consultations			
2. Main purpose of activity:	The Statement of Community Involvement (SCI) sets out how consultations will be conducted during the preparation of the local plan, supplementary planning documents or in determining planning applications. It also sets out how the Council will conduct public consultation for those stages in neighbourhood planning for which it is responsible.			
3. List the information, data or evidence used in this assessment:	The preparation of the SCI is required in the Planning and Compulsory Purchase Act 2004 and there is a requirement to review the SCI every 5 years starting from the date of adoption. The latest version of the SCI was adopted on 3 September 2015. The 2020 consultation version of the SCI has been prepared in light of this requirement, the introduction of neighbourhood planning into the planning system, the increased use of technology and social media and in data protection regulations.			
4. Assessment				
Characteristics	Neutral (x)	Negative (x)	Positive (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be <b>negatively or positively</b> affected.  <b>Negative: What are the risks?</b> <b>Positive: What are the benefits?</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Negative</b>

<b>Community considerations</b> (i.e. applying across communities or associated with rural living or Human Rights)				
				<b>Positive</b>
				The SCI includes details about the types of community groups which will be consulted and recognises that there are particular groups which are more difficult to engage in planning consultations. The SCI also sets out steps which might help address this.
A person living with a disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person of a particular race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>

A person of a particular religion or belief				
				<b>Positive</b>
A person of a particular age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
Transgender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>

### 5 Results

	Yes	No	
Were positive impacts identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 6. Consultation, decisions and actions

If High or very high range results were identified who was consulted and what recommendations were given?

Once public consultation for local plan documents, supplementary planning documents, neighbourhood plans and planning applications has been completed, officers consider all the responses and make

recommendations as to how a consultation document should be amended or a decision is made in the case of a planning application.		
Describe the decision on this activity		
A report is prepared for Members to consider and either approve or reject an officer recommendation, through Cabinet or the Planning Control Committee.		
List all actions identified to address/mitigate negative impact or promote positively		
Action	Responsible person	Completion due date
The SCI sets out how consultations will take place & it has identified a number of groups which have been “hard to reach” in previous consultations. The use of monitoring forms will be considered to assess the effectiveness of future consultations reaching all areas of the community.	Nigel Smith	Xx/xx/2021
When, how and by whom will these actions be monitored?		
The Strategic Planning and the Strategic Infrastructure and Projects teams will review future public consultations after each consultation period and consider whether all groups within the community have been represented.		
<b>7. Signatures</b>		
Assessor		
Name: Clare Skeels	Signature**	
Validated by		
Name: Nigel Smith	Signature**	

\*\* Please type your name to allow forms to be sent electronically.

*A copy of this form should be forwarded to the corporate policy team and duplicate filed on the council's report system alongside any report proposing a decision on policy or service change.*

## Equality Analysis Template

1. Name of activity:	<b>Fair Collection Policy</b>			
2. Main purpose of activity:	<b>To ensure that the Council operates a fair approach towards the collection of debts, provides all concerned with the opportunity to make payment arrangements and protects our vulnerable customers</b>			
3. List the information, data or evidence used in this assessment:	<b>Fair Collection Policy, Service Level Agreements with Collection Agents and many years of practical experience in debt collection</b>			
<b>4. Assessment</b>				
<b>Characteristics</b>	<b>Neutral</b> (x)	<b>Negative</b> (x)	<b>Positive</b> (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be <b>negatively or positively</b> affected.  <b>Negative: What are the risks?</b> <b>Positive: What are the benefits?</b>
<b>Community considerations</b> (i.e. applying across communities or associated with rural living or Human Rights)	x	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	x	<b>Negative</b>
				<b>Positive</b> Any household that has a person with a disability will be considered as vulnerable if

				they have limited means and will be referred for additional assistance
A person of a particular race	x	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person of a gay, lesbian or bisexual sexual orientation	x	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	x	<b>Negative</b>
				<b>Positive</b> A person who is pregnant or has responsibility for young children will be considered as vulnerable if they have limited means and will be referred for additional assistance
A person of a particular religion or belief	x	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
A person of a particular age	x	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>

				<b>Positive</b>
Transgender	x	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				<b>Positive</b>
<b>5 Results</b>				
	<b>Yes</b>	<b>No</b>		
Were positive impacts identified?	x	<input type="checkbox"/>		
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input type="checkbox"/>	The policy intention is to make it as easy as possible for all customers to pay any money owed to the Council. It is however recognised that some customers will be more vulnerable and the policy provides for the recovery processes to be suspended for these customers to be offered additional assistance with debt and money management.	
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	x		
<b>6. Consultation, decisions and actions</b>				
If High or very high range results were identified who was consulted and what recommendations were given?				
Not applicable in this case				
Describe the decision on this activity				



List all actions identified to address/mitigate negative impact or promote positively		
Action	Responsible person	Completion due date
When, how and by whom will these actions be monitored?		
<b>7. Signatures</b>		
Assessor		
Name: <b>Geraldine Goodwin</b>	Signature** G Goodwin	
Validated by		
Name: <b>Howard Crompton</b>	Signature** H Crompton	
<b>Forward to the Corporate Policy Team</b>		
Signature**		
Assessment date:	Review date:	

**\*\* Please type your name to allow forms to be sent electronically.**

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## Equality Analysis Template

1. Name of activity:	<b>Garden Waste Service</b>			
2. Main purpose of activity:	<ul style="list-style-type: none"> <li>a. implementing concessionary rates in the following manner</li> <li>b. 50% reduction in the standard rate, currently the rate is £40</li> <li>c. Concessions only apply to those households that receive council tax reduction (to be required to provide evidence of eligibility by providing a unique reference number relating to the already established the CTRS benefit).</li> </ul>			
3. List the information, data or evidence used in this assessment:	Existing garden waste subscribers and policies, council tax benefit database and policies			
<b>4. Assessment</b>				
<b>Characteristics</b>	<b>Neutral</b> (x)	<b>Negative</b> (x)	<b>Positive</b> (x)	<p>Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be <b>negatively or positively</b> affected.</p> <p><b>Negative: What are the risks?</b></p> <p><b>Positive: What are the benefits?</b></p>
<b>Community considerations</b> (i.e. applying across communities or associated with rural living or Human Rights)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>Negative</b></p> <p>There is a possibility that those on a low income may not be on receipt of CTRS and not benefit from this reduction on fee. Those on low incomes may still choose not to spend funds on garden waste removal over other essential purchases/costs</p>

				<b>Positive</b> a. Those that are part of the CTRS are on low incomes and therefore are most likely to benefit from a reduction in the charge if they apply. The CTRS is already a well used method of means tested benefit provision.
A person living with a disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Negative</b>  <b>Positive</b> This group may have less available funds for spending on non-essential items such as garden waste collections.
A person of a particular race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b> n/a <b>Positive</b> n/a
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b> n/a <b>Positive</b> n/a
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b> n/a <b>Positive</b> n/a
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>

A person of a particular religion or belief				n/a
				<b>Positive</b>
				n/a
A person of a particular age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Negative</b>
				Some elderly residents have a lower income and therefore have less available funds for spending on non-essential items such as garden waste collections. Elderly residents may be capital rich and revenue poor so may not meet the criteria for means testing.
				<b>Positive</b>
				Elderly residents may need assistance to remove their garden waste, which they cannot achieve themselves. By paying for removal this reduces a burden on them.
Transgender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Negative</b>
				n/a
				<b>Positive</b>
				n/a
<b>5 Results</b>				
	<b>Yes</b>	<b>No</b>		
Were positive impacts identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Greater uptake of the paid garden waste scheme to reduce the impact on the environment. Ensures the service is made more accessible to the community.	

Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All householders that pay for the service benefit from the removal of green waste.
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	<input type="checkbox"/>	Some residents on a lower income may not be eligible for CTRS – CTRS is already established as a trusted means tested benefit system and can be translated to a concessionary rate decision for garden waste. There are no current reductions for part year provision. This may disadvantage those who circumstances change within the year.

### 6. Consultation, decisions and actions

If High or very high range results were identified who was consulted and what recommendations were given?

None identified

Describe the decision on this activity

n/a

List all actions identified to address/mitigate negative impact or promote positively

Action	Responsible person	Completion due date
n/a	n/a	n/a

When, how and by whom will these actions be monitored?

n/a

### 7. Signatures

Assessor

Name:

Signature\*\*

Validated by

Name:	Signature**
<b>Forward to the Corporate Policy Team</b>	
Signature**	
Assessment date:	Review date:

**\*\* Please type your name to allow forms to be sent electronically.**

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### **3. Opportunities to foster good relations and advance equality of opportunity between people who share a protected characteristic and those who don't.**

The Public Sector Equality Duty also requires local authorities to foster good relations and promote equality of opportunity between those with a protected characteristic and others. This work is implicit in all of our services. A specific opportunity has been identified within individual Equality Impact Assessments (EqIAs) and is summarised below:

#### Consultation

– Most policy decisions involve increased community engagement in regard to public consultations. These can include focus groups and public meetings which would give the opportunity for the North Hertfordshire community to come together and get more involved in civic life. The revised Consultation strategy 2019-2023 looks to increase engagement across all demographic groups in the district. It is intended to provide a strategic overview to the Council's approach to delivering communications over the next five years. The strategy addresses the Council's approach to communications and the various communications channels which we will use to communicate how the Council is delivering on its three corporate objectives, as well as the day to day business of the organisation. An Action plan is attached to the strategy to ensure that actions are monitored and evaluated, in a timely manner, alongside the responses from the District wide survey. In addition, a Social Media strategy 92018/2021) has been developed to provide digital engagement of the community. A digital publication – ' North Herts Now' and a digital bulletin subscriber service had been launched to provide additional ways in which to engage and interact with residents.

#### **4. An analysis of any potential cumulative impacts that spans services**

The sustained pressure on the public sector to make savings, coupled with the changing demographics within the district, means that services cannot always be delivered in the same way. Against this context, any changes to service delivery may have compounded negative impacts for some equality groups within Hertfordshire. Any such impacts are identified by the completion of individual equality impact assessments (EqIAs). The early consideration of the potential impacts by use of the EqIA's identifies any impacts and corresponding mitigating actions where practicable.

The process uses relevant good practice from a number of sources – both national and local sources and applied to the individual equality impact assessment. NHDC have identified savings that are delivered through efficiencies which have no adverse impact on service-users.