

North Hertfordshire District Council

Corporate Cumulative Equality Impact Assessment

2016/2017

Summary

This report sets out the approach taken to consider the cumulative equality impact of North Hertfordshire decision making process in the civic year 2015/2016.

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 Council reports and the mitigating action either carried out or proposed, where appropriate.

Council - Service area and proposed action/process	How we will mitigate against any possible impacts
<p>1. Hitchin Committee Meeting – 24th May 2016.</p>	
<p>Item 7 TITLE OF REPORT: GRANTS, GRANT APPLICATIONS & COMMUNITY UPDATE</p> <p>To bring to the Committee’s attention details of recent requests received for Area Committee Grant Funding made by community groups and local organisations.</p>	<p>The projects which comprise the Community Officers’ workload, and area committee funding assigned to community projects are assessed to ensure that they are as inclusive as possible to members of the local community. The only deviation to this is where a minority group may specifically receive funding or allocation of resources to address a particular area of need or ‘gap’ in provision</p>

1 Hitchin Committee Meeting – 24th May 2016.

**Item 9 TITLE OF INFORMATION NOTE:
NHDC POLICY IN REGARD TO THE
FUNDING OF TOWN CENTRE
PARTNERSHIPS/BID COMPANIES**

**INFORMATION NOTE OF THE HEAD OF
POLICY AND COMMUNITY SERVICES**

This note is intended to provide all relevant area committees with a reminder on the Council's budget policy position in regard to Town Centre Partnerships and their relationship to Business Improvement District companies and support from NHDC.

At the Cabinet meeting of 25th January 2011, under item E8b on the efficiencies, it was proposed to 'phase out support for well established town centre partnerships over a three year period, taking into account the amount of time each has received grants from the authority' – that saving totalling £77,920.

These decisions do not mean that the Council is not supportive of its town centres, or town centre events/initiatives, but that it has to date, and will continue, to provide its support in a different way, primarily through Business Improvement Districts (BIDs).

NHDC provide officer support to the development of business plans, proposals for joint working, resourcing of ballots or where necessary after five years, re-ballots, as well as the calculation, collection and distribution of the BID levy itself. There are elements of this process for which NHDC could make a charge, but has thus far chosen to contribute to BIDs through both payment of the levy on relevant NHDC assets within the BID boundary, and the provision of officer resource towards their implementation and management

Council 19th May 2016

**Item 21 - NORTH HERTFORDSHIRE
MUSEUM AND HITCHIN TOWN HALL –**

**Capital expenditure following
liquidation of Lightbrigade Media
Corporation Limited**

The proposals made in this report do not in themselves alter the overall project design as previously reported, but seek to ensure the project is completed to provide a facility that meets the needs of all communities in North Hertfordshire.

Cabinet – 14th June 2016

Item 7 - Strategic planning matters
This report informs Members of the
current positions regarding:

- Luton Housing Market Area Growth Study;
- Duty to Co-operate with neighbouring authorities;
- Government announcements and consultation responses;
- North Hertfordshire Local Plan
- Neighbourhood Plans.

There are not considered to be any direct equality issues arising from this report although individual schemes or considerations hereafter will be subject to appropriate review to ensure they comply with latest equality legislative need. The latest national guidance on traveller sites, and specifically defining those who retain a 'nomadic' lifestyle, must also be considered alongside the protections afforded to some travellers by virtue of their ethnicity under the Equality Act 2010

Cabinet – 14th June 2016

**Item 9 - KNEBWORDH AND PRESTON
NEIGHBOURHOOD PLANNING AREAS**

This report details the representations made on the Neighbourhood Plan Area Designation consultations for Knebworth and Preston and recommends designating a neighbourhood planning area for both Parishes. Designation of the neighbourhood planning areas will allow the Parish Councils to formally prepare a neighbourhood plan.

There are not considered to be any direct equality issues arising from this report. However, going forward, individual proposals as adopted in the published Neighbourhood Plans for Preston and Knebworth will need to be assessed ('equality analysis') to ensure they comply with relevant equalities legislation. Whilst the onus will be on the Parish to develop an inclusive neighbourhood plan, the relationship of that plan to the District Local Plan and subsequent planning considerations also requires NHDC comply with the requirements of the Public Sector Equality Duty or similar legislation in place at such time.

Cabinet – 14th June 2016

**Item 6 – CORPORATE OBJECTIVES
FOR 2017/21**

That Cabinet recommends to Full Council the continuation of the Corporate Objectives below for 2017 to 2021;

1. To work with our partners to provide an attractive and safe environment for our residents, where diversity is welcomed and the disadvantaged are supported;
2. To promote sustainable growth within our district to ensure economic and social opportunities exist for our communities, whilst remaining mindful of our cultural and physical heritage;

By developing and reporting delivery against the Corporate Plan and priorities which inform the delivery of individual projects, this provides a means to monitor whether the Council are meeting the stated outcomes of its priorities, its targets or delivering accessible and appropriate services to the community to meet different people's needs. This helps the Council to fulfil a number of obligations arising from the Public Sector Equality Duty. Where individual projects exceed a value of £50k, or affect two or more wards (a 'key decision') it is a requirement that a full equality analysis is completed, to ensure that all aspects of a project ensure best compliance with equalities requirements in place at such time.

3. To ensure that the Council delivers cost effective and necessary services to our residents that is responsive to developing need and financial constraints.

Item 12 - STRATEGIC PLANNING MATTERS

1. SUMMARY

1.2 This report informs Members of the current positions regarding:

- Luton Housing Market Area Growth Study;
- Duty to Co-operate with neighbouring authorities;
- Government announcements and consultation responses;
- North Hertfordshire Local Plan;
- Neighbourhood Plans.

There are not considered to be any direct equality issues arising from this report although individual schemes or considerations hereafter will be subject to appropriate review to ensure they comply with latest equality legislative need. The latest national guidance on traveller sites, and specifically defining those who retain a 'nomadic' lifestyle, must also be considered alongside the protections afforded to some travellers by virtue of their ethnicity under the Equality Act 2010.

Item 16 – Neighbourhood Plans

**KNEBWORTH AND PRESTON
NEIGHBOURHOOD PLANNING AREAS**

This report details the representations made on the Neighbourhood Plan Area Designation consultations for Knebworth and Preston and recommends designating a neighbourhood planning area for both Parishes. Designation of the neighbourhood planning areas will allow the Parish Councils to formally prepare a neighbourhood plan.

There are not considered to be any direct equality issues arising from this report. However, going forward, individual proposals as adopted in the published Neighbourhood Plans for Preston and Knebworth will need to be assessed ('equality analysis') to ensure they comply with relevant equalities legislation. Whilst the onus will be on the Parish to develop an inclusive neighbourhood plan, the relationship of that plan to the District Local Plan and subsequent planning considerations also requires NHDC comply with the requirements of the Public Sector Equality Duty or similar legislation in place at such time.

**Item 31 - ITEM REFERRED FROM
FINANCE, AUDIT AND RISK COMMITTEE:
13 JUNE 2016 - FINANCE, AUDIT AND
RISK COMMITTEE ANNUAL REPORT
2015/16**

**Item 32 - ITEM REFERRED FROM
CABINET: 14 JUNE 2016 - RISK
MANAGEMENT UPDATE AND ANNUAL
REPORT ON RISK MANAGEMENT 2015/16**

To provide the Committee with an update on the management of the Strategic/Corporate risks owned by the Senior Management Team (SMT) and Cabinet.

The purpose of the FAR Committee is to provide independent scrutiny and assurance of finance, audit and internal control matters and to provide effective scrutiny of financial matters. This also encompasses corporate governance and risk management. This does not include a direct consideration of equality issues.

<p>To provide the Committee with an Annual Report on Risk Management for referral to Cabinet and then Council</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 people's needs; conversely, there may also be 'opportunities' which may increase access to services, or improve the manner in which it is delivered. The risks of NHDC failing in its Public Sector Equality Duty are recorded separately on the Risk Register. The Council's risk management approach is holistic, taking account of commercial and physical risks. It should also consider the risks of not delivering a service in an equitable, accessible manner. This then fulfils the council's obligations arising from the Public Sector Equality Duty.</p>
<p>Item 33 - ITEM REFERRED FROM CABINET: 14 JUNE 2016 - REVENUE BUDGET OUTTURN 2015/16</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 1 April 2015 to 31 March 2016.</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>Item 34 - ANNUAL TREASURY MANAGEMENT REVIEW 2015/16.</p> <p>To inform Cabinet of the Treasury Management activities during 2015/16.</p> <p>To inform Cabinet of the performance against the Prudential and Treasury indicators.</p>	<p>There are no direct equalities implications arising from this report</p>

Item 35 - CORPORATE OBJECTIVES FOR 2017-2021

That Cabinet recommends to Full Council the continuation of the Corporate Objectives below for 2017 to 2021:

- To work with our partners to provide an attractive and safe environment for our residents, where diversity is welcomed and the disadvantaged are supported;
- To promote sustainable growth within our district to ensure economic and social opportunities exist for our communities, whilst remaining mindful of our cultural and physical heritage;
- To ensure that the Council delivers cost effective and necessary services to our residents that are responsive to developing need and financial constraints.

As previously reported. During the debate, Councillor Cunningham agreed to take into account for the future a comment made by a Member who preferred the use of “people with disadvantages” rather than “the disadvantaged”.

Item 36 - COUNCIL CONSTITUTION - ANNUAL REVIEW 2016

This report recommends amendments and updates to the Council's Constitution. The last review was reported to Council on 16 July 2015, following which amendments were made to: incorporate Contract Procurement Rules changes in August 2015; the Planning Code of Conduct for Members in September 2015; and a minor statutory change on 18 April 2016 by the Monitoring Officer under delegated authority

NOTICE OF MOTIONS

Hate Crime

Due notice having been given in accordance with Standing Order 4.8.12, it was moved by Councillor Ian Albert, and seconded by Councillor Paul Clark,

The proposals made within this report for changes to the Constitution do not materially affect any groups 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.

RESOLVED: That, following anecdotal reports of the increase in the numbers of hate crime and fear of hate crime in North Hertfordshire following the outcome of the referendum on Membership of the European Union, this Council agrees to:

“That, following anecdotal reports of the increase in the numbers of hate crime and fear of hate crime in North Hertfordshire following the disappointing outcome of the referendum on Membership of the European Union”, this Council agrees to the following resolution.

- Work with the local Police force and Police and Crime Commissioner (PCC) to establish the scale of the problem;
- Publicly reassure all people living in this area that they are valued members of our community;

Publicly condemn racism, xenophobia and hate crimes unequivocally whenever they occur in North Hertfordshire; and

Work to ensure that local bodies and programmes have the support and resources they need to fight and prevent racism and xenophobia.”

During the debate, the mover and seconder accepted removal of the word “disappointing” from the second line of the motion.

All speakers in the debate supported the sentiments expressed in the motion and were unanimous in their condemnation of hate crime.

Cabinet 26th July 2016

**REVISED POLICY FOR
SAFEGUARDING CHILDREN, AND
SAFEGUARDING VULNERABLE
ADULTS**

That Cabinet receive and comment on the revised policy document for Safeguarding Children and Safeguarding Vulnerable Adults.

That, subject to any amendment agreed by Cabinet, the policy is recommended for endorsement by Council.

The Equality Act underpins the Children Act 2004 and Safeguarding vulnerable Groups Act 2006. The procedures outlined in the report and accompanying policies provide NHDC with clear guidelines to prevent, report suspected abusive behaviour and eliminate abuse. This positively supports both vulnerable children and adults within the community.

**Item 41 - ADOPTION OF UPDATED
COMMON HOUSING ALLOCATION
SCHEME**

That Cabinet approves the updated version of the Common Housing Allocation Scheme.

That Cabinet delegate to the Executive Member for Housing and Environmental Health, in conjunction with the Head of Housing and Public Protection, the power to make minor amendments to the Common Housing Allocation Scheme and to agree the date for its commencement.

There are relatively small numbers of households impacted by these proposals and no adverse effect is anticipated, as illustrated by the Equality Analysis at **Appendix A**. However, the operation of the whole Scheme will continue to be monitored and reported annually

Item 44 - SHARED SERVICE FOR WASTE AND STREET CLEANSING

The Cabinet agrees to implement a Shared Waste and Street Cleansing Service with EHC and to procure a joint contract for these services. The Cabinet agrees to implement a Shared Waste and Street Cleansing Service with EHC on the basis of the preferred option (option 2) as set out in the Outline Business Case. The Head of Service of Environments and Leisure Services be given delegated authority to make minor changes to the scope of the shared service in consultation with the Cabinet Member for Waste Management, Recycling and Environment and EHC.

All existing services for residents which require assistance will continue as part of any new contract. As the proposal to share services affects more than two of North Hertfordshire's wards and totals more than £50k expenditure, it will be necessary to conduct an Equality Impact Assessment to ensure that any proposed changes do not unduly discriminate any group with protected characteristic.

1st September 2016 Council

**Item 55 - ITEM REFERRED FROM
CABINET: 26 JULY 2016 - MEDIUM TERM
FINANCIAL STRATEGY 2017-2022**

As previous comments

**ITEM REFERRED FROM CABINET: 26
JULY 2016 - CORPORATE PLAN 2017 TO
2021**

As previous comments

**ITEM REFERRED FROM CABINET: 26
JULY 2016 - REVISED POLICY FOR
SAFEGUARDING CHILDREN AND
SAFEGUARDING VULNERABLE ADULTS**

The Equality Act underpins the Children Act 2004 and Safeguarding vulnerable Groups Act 2006. The procedures outlined in the report and accompanying policies provide NHDC with clear guidelines to prevent, report suspected abusive behaviour and eliminate abuse. This positively supports both vulnerable children and adults within the community.

27th September 2016 Cabinet

Item 11- Strategic planning matters

To keep Cabinet informed of recent developments on strategic planning matters and progress on the North Hertfordshire Local Plan.

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.

Item 12 FIRST QUARTER REVENUE MONITORING 2016/17

To consider the First Quarter Revenue Budget Monitoring Report 2016/17.

There are no direct equalities implications arising from this report. 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.

Item 13 TREASURY MANAGEMENT FIRST QUARTER 2016/17

To consider the First Quarter Treasury Management Monitoring report 2016/17.

There are no direct equalities implications arising from this report. 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.

<p>Item 14 - FIRST QUARTER CAPITAL MONITORING 2016/17</p> <p>To consider the First Quarter Capital Programme Monitoring Report 2016/17.</p>	<p>There are no direct equalities implications arising from this report. 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.</p>
<p>Item 15 - COUNCIL TAX REDUCTION SCHEME 2017/18</p> <p>To update Cabinet on progress on the Council Tax Reduction Scheme and to consider whether or not any changes should be made for 2017/18.</p>	<p>The duty is not however, to achieve in full the three equality aims but to demonstrate the Council has taken them into account when making a final decision. Therefore the duty does not stop difficult, but justifiable, decisions being made. 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, it is reasonable to assume that the Council continues to meet its obligations under the Equality Act, but pertinent guidance notes and any changes to equalities legislation will be checked following decision by Council in January to ensure this remains the case.</p> <p>By not mirroring the changes proposed to Housing Benefit in its CTRS relating to back-dating and the number of dependent children taken into consideration, the Council is protecting working age claimants from possible further reductions in the Council Tax Support they receive.</p>

Item 16 - PROPOSAL TO SET UP A COUNTY WIDE HOME IMPROVEMENT AGENCY SERVICE IN HERTFORDSHIRE

To consider a proposal to set up a County Wide Home Improvement Service in Hertfordshire.

An equalities assessment analysis is attached at **Appendix B**. This assessment indicates that the proposed service will have a positive impact by improving the service for disabled and elderly people who need adaptations to continue to live independently.

Item 17 - REGULATION OF INVESTIGATORY POWERS ACT (RIPA) INSPECTION AND ANNUAL REVIEW AND USE OF SOCIAL MEDIA IN INVESTIGATIONS POLICY AND PROCEDURE

To consider a proposed amended RIPA Policy and a new Use of Social Media in Investigations Policy.

The content of the report be noted, in particular the positive inspection of the OSC.

The adoption of the amended RIPA Policy

The contents of this report do not directly impact on equality, in that it is not making proposals that will have a direct impact on equality of access or outcomes for diverse groups. The commencement of improvements arising from the 'Protections of Freedoms Act' strengthens existing Human Rights Legislation, protecting individuals from inappropriate levels of covert surveillance, such as that used by some authorities, featured in the national media, regarding the enforcement of school catchment areas.

The adoption of the Use of Social Media in Investigations Policy and Procedure

Item 18 - TRANSPORT AND SALE OF MIXED DRY RECYCLING

To consider contractual arrangements for the transport and sale of mixed dry recycling

To agree to the procurement of a new joint contract for the transport, processing and sale of mixed dry recycling and the publishing of an OJEU notice.

To note the potential impact on the base budget of the requirement to retender for the transport and onward sale and processing of mixed dry recycling materials.

All contract procurements require bidders to make declarations relating to the Equality Act 2010. All existing services for residents which require assistance will continue as part of any new contract.

Item 19 - COMMUNITY CENTRE LEASES

REPORT OF THE HEAD OF FINANCE,
PERFORMANCE AND ASSET
MANAGEMENT

To consider an update on negotiations in relation to Community Centre Leases and to consider recommendations on the next steps in relation to three community centres.

Whilst the impact of whichever option or options Cabinet advise officers to provision of community centres remains a service which the Council has discretion to provide, or may provide through alternate means including through community management arrangements or community transfer. These should be seen in an enabling capacity, and afford the local communities in each location an opportunity to take on and run a facility as they see best, provided of course they meet the terms of any lease agreed. In assessing capacity and availability of premises, it should also be borne in mind that the Council is far from the only provider of community facilities; there are at least 47 managed halls, village halls and community centres in the district. Alongside other tertiary facilities that provide community services such as church halls and schools. Indications are that they still retain sufficient capacity to meet community demands.

**Item 20 - PROPOSED CREMATORIUM AT
WILBURY HILLS CEMETERY,
LETCWORTH GARDEN CITY - INTERIM
REPORT ON BUSINESS CASE**
REPORT OF THE HEAD OF LEISURE AND
ENVIRONMENTAL SERVICES

To consider an interim report on a proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City.

The provision of a Crematorium in North Herts would provide new facilities to their loved ones as their religion or belief dictates. As a major key decision for the council, this will require the completion of an equality analysis which will be carried out as part of the further analysis and report and prior to a decision by Cabinet.

Cabinet 22nd November 2016

**ITEM REFERRED FROM FINANCE,
AUDIT AND RISK COMMITTEE: 22
SEPTEMBER 2016 - UPDATED
CONTRACT PROCUREMENT RULES**

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.

**ITEM REFERRED FROM FINANCE, AUDIT
AND RISK COMMITTEE: 21 NOVEMBER
2016 – APPOINTMENT OF AUDITORS FOR
2018/19 ONWARDS**

The procurement undertaken by PSAA will be in line with contract regulations and open to the registered market of firms that can undertake this work. The PSAA have established an advisory panel to support the procurement process.

**ITEM REFERRED FROM FINANCE,
AUDIT AND RISK COMMITTEE: 21
NOVEMBER 2016 - LAND AND
PROPERTY REVIEW**

RESOLVED: That consideration of this referral takes place in conjunction with agenda item number 14

**Item 8 - STRATEGIC PLANNING
MATTERS**

<p>The Executive Member for Planning and Enterprise presented a report of the Strategic Director of Planning, Housing and Enterprise informing Members of the current position regarding the Duty to Co-operate with neighbouring authorities; Other Local Plans and Examinations; North Hertfordshire Local Plan and Community Infrastructure Levy; Neighbourhood Plans; Hertfordshire County Council Local Transport Plan; and Government announcements.</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>Item 9 - SECOND QUARTER REVENUE MONITORING 2016/17</p> <p>The purpose of this report is to inform Cabinet of the summary position on revenue income and expenditure forecasts for 2016/17, as at the end of the second quarter (30 September 2016).</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>Item 10 - TREASURY MANAGEMENT SECOND QUARTER 2016/17</p> <p>To inform Cabinet of the Treasury Management activities in the second quarter of 2016/17 to the end of September</p>	<p>There are no direct equalities implications arising from this report.</p>
<p>Item 11 - SECOND QUARTER CAPITAL MONITORING 2016/17</p> <p>To update Cabinet on the capital programme for 2016/17, as at the end of September 2016, indicating its impact upon the 2017/18 programme</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 agreement of the investment.</p>

Item 12 - DESIGNATION OF AN AIR QUALITY MANAGEMENT AREA

The purpose of this report is to seek approval to designate an Air Quality Management Area (AQMA) at a location in Hitchin where air quality objectives are being exceeded and to review the arrangements for the Council's associated air quality action plans (AQAP).

RESOLVED:

- (1) That the area of Paynes Park, Hitchin, as shown on the Plan at Appendix A to the report, be designated as an Area Quality Management Area (AQMA);
- (2) That the Executive Member for Housing and Environmental Health be delegated the responsibility to approve a draft action plan and associated consultation arrangements, and to subsequently approve the final action plan for the Paynes Park AQMA; and
- (3) That the Executive Member for Housing and Environmental Health be delegated responsibility to agree any changes to the Stevenage Road Air Quality Action Plan (AQAP) once the plan has been reviewed.

There is clear evidence that long term, continuous exposure to air pollution can have a serious effect on people's health, ranging from, at its most severe, premature mortality through to a reduction in quality of life. Air pollution can exacerbate the circumstances of those who already have respiratory illness. The young and elderly can be particularly vulnerable to poor air quality, which can be further compounded by atmospheric conditions generally more prevalent in the winter months, such as fog and low cloud.

Item 13 - Review of Green Space Strategy

Alignment of Green Space Strategy with council Medium Term Strategy

The Executive Member for Leisure presented a report of the Head of Leisure and Environmental Services in respect of a review of the Green Space Management Strategy. The following appendices were submitted with the report:

Appendix A - Options for Play areas;
Appendix B - Football Pavilions; and
Appendix C - Green Space Capital Programme.

The Executive Member for Leisure advised that, notwithstanding the fact that the Council cherished its green spaces, the amount of Capital and Revenue investment required to maintain all of the sites in the Green Space Management Strategy was no longer sustainable.

It is recommended that a full Impact assessment is carried out on the final draft Green Space Strategy that is presented in January.

The Executive Member for Leisure explained that the report highlighted the key principles of retaining the District's vital green space, whilst reducing and managing the costs. The three key areas of focus had been play areas, football pitches, and their associated pavilions. Other areas, such as grass cutting, had been acknowledged by the Project Board as being acceptable at current levels. The recommendations were aimed at reducing the level of investment in green spaces in order to align the Green Space management Strategy with the MTFs.

The Cabinet acknowledged that this would be one of the hard decisions faced by the Council over the coming years, necessitated due to the ongoing pressures on finances. Members were supportive of the proposed approach and agreed that the consultation exercise should include whether there were any opportunities for assets to be transferred into community ownership, on the understanding that this would be at no additional cost to the Council.

Cabinet - Tuesday, 20th December 2016

Council Tax Reduction scheme 2017/18

To provide Cabinet with a further update on how the scheme is operating during its fourth year.

1.2 To provide an update on the Discretionary Council Tax Payments Scheme.

1.3 To make a recommendation to Council on the Council Tax Reduction Scheme for 2017/2018.

RESOLVED:

1) That the current position of the 2016/17 Council Tax Reduction Scheme be noted;

The duty is not, however, to necessarily achieve in full the three equality aims but to take them into account, and demonstrate that they have been considered when making a final decision. Therefore the duty does not stop difficult, but justifiable, decisions being made. 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 retaining fundamentally the same scheme for subsequent years, it is reasonable to assume that the Council has met its obligations under the Equality Act but continuous review of implementation and potential effects will also continue to take place in year, which this year has included additional public consultation.

(2) That the current position relating to the Discretionary Council Tax Payments Scheme be noted;

(3) That a provision of £50,000 be approved to meet the requirements of the Discretionary Council Tax Payments Scheme for 2017/18;

(4) That it be recommended to Council that there be no structural changes to the Council Tax Reduction Scheme for 2017/18;

(5) That it be recommended to Council that there be no change to the multiplier by which Council Tax Reduction Scheme awards are reduced for working age claimants and that this remains at 25% for 2017/18;

(6) That it be recommended to Council that the amount of Council Tax Reduction Scheme Grant distributed to the Local Precepting Authorities should be reduced by the same percentage as the Council's own Funding Settlement, which is 23.3% and the amount to be distributed should be £38,885;

(7) That Cabinet recommends to Council that the following minor changes, which are to be applied to Housing Benefit be incorporated into the Council's Council Tax Reduction Scheme:

- Changes to the Temporary Absence Rules as applied to the Prescribed Regulations and summarised at Appendix 2;

- Removal of Severe Disability Premium for persons where Universal Credit (Carers Element) is in payment; and
- Removal of the Employment Support Allowance Work Related Activity Component for all new Employment Support Allowance Work Related Activity Group claims; and

(8) That Cabinet does not support the following changes to be applied to Housing Benefit for incorporation into the Council's Council Tax Reduction Scheme:

- Back-dating of awards to a maximum of one month for working age claimants rather than six months; and
- Child Premiums limited to two dependent children for new claims from 1 April 2017 or for children born after 1 April 2017.

COMMUNITY CENTRE LEASES

1. SUMMARY

1.1 Negotiations on the leases for St Michaels Mount Community Centre (Hitchin) and Coombes Community Centre (Royston) have continued since Cabinet agreed an extension on the deadline to 30 November 2016. The aim of the negotiations has been to agree a lease fully in line with the Community Halls strategy.

1.2 It has not been possible to agree a lease with either Community Centre that is fully in line with the Community Halls strategy. The recommendations reflect this position.

Whilst the impact of whichever option or options Cabinet advise officers to progress will be subject to further review, it is important to consider that the provision of community centres remains a service which the Council has discretion to provide, or may provide through alternate means including through community management arrangements or community transfer. These should be seen in an enabling capacity, and afford the local communities in each location an opportunity to take on and run a facility as they see best, provided of course they meet the terms of any lease agreed. In assessing capacity and availability of premises, it should also be borne in mind that the Council is far from the only provider of community facilities; there are at least 47 managed halls, village halls and community centres in the district. This is alongside other tertiary facilities that provide community services such as church halls and schools. Indications are that they still retain sufficient capacity to meet community demands.

1.3 Negotiations in relation to the Walsworth Community Centre have also continued. Given the longer deadline for these negotiations (end of January); no recommendations are made in respect of this Community Centre.

REVIEW OF NHDC MEMORANDUM OF UNDERSTANDINGS (ANNUAL GRANT AWARDS)

To provide Cabinet with feedback and proposals in regard to the recommendations arising from the review of the Authority's Grant Policy Report in June of this year.

As funding pressures are existing and continuing the Council will need to review all areas of spend particularly discretionary spend, and to meet latest requirements, including contractual, financial, equality, and transparency regulations.

RESOLVED:

(1) That the proposed changes to the existing arrangements, as detailed in the report, regarding the Council's annual Memorandum of Understandings (Annual Grant Awards) with partner organisations delivering districtwide services on the Authority's behalf, be agreed; and

The review has taken into account equalities obligations, and seeks to establish a more sound evidence base, on which annual funding will be awarded. The intention is also to focus expenditure more on areas of greater need in the district, including addressing rising demands in regard to housing, homelessness and debt advice from a number of our communities. Retaining a greater focus on key areas of need should also ensure that a reduced budget can be used as effectively as possible, especially given the risks of further cuts to local government funding in the future.

(2) That it be noted that there will be further work required of officers during 2016/17 to formalise commissioning of services undertaken by North Herts Citizen's Advice, North Herts Centre for Voluntary Services and the North Herts Minority Ethnic Forum.

REASON FOR DECISION: To ensure conformity with Cabinet's resolutions made as part of the review of the Grants Policy on 14 June 2016 regarding financial assistance to community groups and organisations.

Council - Thursday, 19th January, 2017

**TITLE OF REPORT: COUNCIL TAX
REDUCTION SCHEME 2017/2018**

To approve the Council Tax Reduction Scheme (CTRS) for North Hertfordshire for 2017/2018.

The duty is not, however, to achieve in full the three equality aims but to take them into account, and demonstrate that they have been considered, when making a final decision. Therefore the duty does not stop difficult, but justifiable decisions being made. The Council is required, under the Local Government Finance Act 2012, to protect specific groups of individuals; these are subject to amendment or addition by the Secretary of State. By conducting extensive consultation when the scheme was first implemented, and again in 2015 and 2016, 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 retaining fundamentally the same scheme for 2014/2015, 2015/2016, 2016/2017 and 2017/2018, it is reasonable to assume that the Council has met its obligations under the Equality Act but continuous review of implementation and potential effects will also continue to take place in year.

The decision to provide a suitable 'Discretionary Council Tax Payment Scheme' provides an additional means by which those most in need financially can access such support were it necessary. As outlined at 8.36 above, this provision has been called into use on thirty-six occasions in 2015/2016 and sixteen occasions so far this financial year, which represents a valuable 'safety net' for those in greatest need.

Cabinet - Tuesday, 24th January, 2017

**REVIEW OF GREEN SPACE
MANAGEMENT STRATEGY
RESOLVED:**

(1) That the results of the consultation, as identified in the body of the report, be noted, and that it be further noted that Cabinet was satisfied that demographics and size of the focus groups were appropriate for the type of consultation, and that the views of young people and children who were the main users of these facilities had been included in the consultation results;

(2) That the draft new Green Space Management Strategy (GSMS) 2017 - 2021, as attached at Appendix A to the report, be formally adopted;

An impact assessment of the draft Green Space Strategy 2017–2021 has been undertaken and is shown at *Appendix C*.

(3) That it be noted that, prior to removing facilities identified in the Strategy, the Council shall allow up to 1 March 2018 for interested parties to put forward sustainable proposals that would fund both the capital and revenue requirements to safely continue to provide such facilities, and that a proactive approach be adopted in seeking community groups to take on facilities, including advertising that support would be offered to guide groups through the process, particularly through use of social media;

(4) That the work programme in the new Green Space Management Strategy be incorporated into the 2017/18 budget setting process; and

(5) That, so far as Cabinet's authority is required in respect of any variation to the contract with the Grounds Maintenance contractor, to give effect to any future revenue saving options identified within the GSMS, such authority be delegated to the Head of Leisure and Environmental Services, in consultation with the Executive Member for Waste, Recycling and Environment.

SELF MANAGEMENT OF BALDOCK ALLOTMENTS RECOMMENDATIONS

That Cabinet agree in principle to terminate the existing managed services agreement with Baldock Allotment and Leisure Gardeners Association to enable the Association to offer independent allotment provision in Baldock in accordance with the terms of their leases.

That Cabinet delegate authority to the Head of Leisure and Environmental Services in consultation with the Executive Member for Leisure to determine whether to implement the change following the period of consultation.

RESOLVED:

(1) That it be agreed, in principle, to terminate the existing managed services agreement with Baldock Allotment and Leisure Gardeners Association to enable the Association to offer independent allotment provision in Baldock, in accordance with the terms of their leases; and

(2) That authority be delegated to the Head of Leisure and Environmental Services, in consultation with the Executive Member for Leisure, to determine whether to implement the change following the period of consultation

The proposed change in management mechanism will ensure each allotment holder will be bound by the association constitution to ensure equality of opportunity. Attached at **Appendix D** is an Equality Analysis relating to these proposals.

Cabinet 28th March 2017

PROPOSED OFF-STREET CAR PARKING TARIFFS

2. SUMMARY

2.1 This report requests that Cabinet agrees the proposed car parking tariffs in North Hertfordshire District Council's off street car parks, in accordance with the Council's fees and charges policy as set out in the Medium Term Financial Strategy (MTFS) 2017-2022, which was agreed by Full Council on 1 September 2016.

3. RECOMMENDATIONS

3.1 That Cabinet agrees to adopt the proposed off-street car park tariffs for 2017/18 as set out in Table 1 for Hitchin and Table 2 (Option 2) for Royston at Appendix B.

There are no direct equality issues arising from this report. There is a range of charging/payment options which will still remain available to cater for the widest needs of local car park users. The realignment of the tariffs seeks to improve turnover and usage throughout day thereby supporting the town centre businesses and benefit the economy of North Hertfordshire. Amidst the slight increases, resident permits remain the same and the after 3pm subsidy continues for their benefit.

3.2 That Cabinet agrees to the proposed increase in season tickets prices of 3.2%, for 2017/18, as set out in Table 3 at paragraph 9.2, for each of its long stay car parks in Hitchin, Letchworth Garden City and Royston.

3.3 That Cabinet agrees not to increase the charges for resident permits, visitor permits, business permits or visitor tickets for resident permit zones for 2017/18 and the prices remain as set out in Table 4 at paragraph 9.3.

3.4 That Cabinet agree that the proposed tariff changes, as recommended in paragraphs 2.1 and 2.2 above, are implemented as soon as practicable, and that officers in consultation with the Executive Member for Policy, Transport & Green Issues proceed with the implementation as required.

REVIEW OF NHDC MEMORANDUM OF UNDERSTANDINGS (ANNUAL GRANT AWARDS) - CITIZENS ADVICE NORTH HERTS, NORTH HERTS CENTRE FOR VOLUNTARY SERVICES AND NORTH HERTS MINORITY ETHNIC FORUM

To provide Cabinet with feedback and proposals in regard to the recommendations arising from the review of the Authority's Grant Policy Report of June 2016.

1.2 As funding pressures are existing and continuing the Council will need to review all areas of spend particularly discretionary spend, and to meet latest requirements, including contractual, financial, equality and transparency regulations.

The review has taken into account equalities obligations, and seeks to establish a more sound evidence base, on which annual funding will be awarded. The intention is also to focus expenditure more on areas of greater need in the district, including addressing rising demands in regard to housing, homelessness and debt advice from a number of our communities. Retaining a greater focus on key areas of need should also ensure that a reduced budget can be used as effectively as possible, especially given the risks of further cuts to local government funding in the future. Dependent on the decision in April 2020 an equality analysis may need completion to assess the potential impacts.

PROPOSAL TO SET UP A COUNTY WIDE HOME IMPROVEMENT AGENCY IN HERTFORDSHIRE RECOMMENDATIONS

2.1 That Cabinet authorises the Council to enter into a Partnership Agreement to establish a shared Hertfordshire Home Improvement Agency Service (HHIA), such HHIA Partnership Agreement to be in a form agreed by the Corporate Legal Manager/Monitoring Officer or his deputy.

2.2 That Cabinet delegates authority to Hertfordshire County Council (HCC) to discharge other functions relating to the implementation of the HHIA Partnership Agreement.

2.2 That the Head of Housing & Public Protection, or his nominated deputy, be delegated the power to represent the Council on the HHIA Governance Board.

An equalities assessment analysis was attached to the report to Cabinet on 27th September 2016 and is still considered to be current. This assessment indicates that the proposed service will have a positive impact by improving the service for disabled and elderly people who need adaptations to continue to live independently. (Attached at **Appendix B**)

Item 15 - THE COUNCIL'S APPROACH TO COMMERCIALISATION OF SERVICES

Individual budget proposals relating to efficiencies will consider the impact on all sectors of the community, ensuring that the local consequences of decisions taken are recognised and understood. This will relate to the relevant equalities laws and also the principles of the Localism Act and other relevant legislation. For proposals in excess of £50k or which affect two or more wards officers are required to complete an equality analysis.

Council 11th April 2017

<p>NORTH HERTFORDSHIRE LOCAL PLAN 2011-2031</p>	<p>An Equality Impact Assessment has been produced assessing the plan's compliance with relevant legislation and requirements. The Planning Inspectorate specifically request this document accompanies submission of the local plan and is attached at Appendix E.</p>
<p>COUNCIL CONSTITUTION – ANNUAL REVIEW 2017 That Full Council: 2.1 approves the proposed amendments set out in Appendix A. notes that sections 12 and 14 will be reviewed post reorganisation</p>	<p>The proposals made within this report for changes to the Constitution do not materially affect any groups 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>REVIEW OF THE COUNCIL'S BYELAWS That Full Council 2.1 Notes the Council's byelaws that are currently in force and identified for proposed revocation as set out at Appendix A; - 2.2 Agrees to consult the public on the proposed approach of revoking all of the existing byelaws except for the 2007 Acupuncture, Tattooing, Semi-Permanent Skin-Colouring, Cosmetic Piercing and Electrolysis byelaw;</p>	<p>Any new byelaws proposed will need to be subject to an Equalities Impact Assessment.</p>

Appendix – A Update to the Common Housing Allocation Scheme (CHAS)

1. Name of activity:	Update to the Common Housing Allocation Scheme (CHAS)			
2. Main purpose of activity:	The CHAS sets out how social housing is allocated in the district. The policy is being updated to ensure it better meets the housing needs of the district - the qualification criteria for joining the Common Housing Register, initially introduced in 2013, have been rebalanced to improve accessibility and other changes made to ensure compliance with case law. As such the number of households expected to be affected by the updated policy is very small; furthermore the update is anticipated to improve some impacts of the original CHAS reported in the associated Equality Analysis.			
3. List the information, data or evidence used in this assessment:	(1) A review of anti-social behavior orders, Home Office Research, 2002			
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 negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive The updated CHAS improves access (within tightly defined criteria) to social housing for those convicted of anti-social behaviour. Individuals with mental health issues are disproportionately represented in this group – Home Office research (1) suggests that up to 60% of individuals issued with an ASBO had some mitigating factor contributing to their behaviour such as addiction, learning difficulties or mental distress.
A person of a particular race	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative

				Positive
A person of a gay, lesbian or bisexual sexual orientation	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular sex, male or female, including issues around pregnancy and maternity	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular religion or belief	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
Transgender	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive

5 Results

	Yes	No	
Were positive impacts identified?	x	<input type="checkbox"/>	The updated CHAS will allow improved access (within tightly defined criteria) to social housing for those with a history of ASB/crime, housing debt and previous evictions. Those with mental health issues are likely to be disproportionately represented in this group. The number of households likely to be impacted by the changes in policy is thought to be small.
Are some people benefiting more than others? If so explain who and why.	x	<input type="checkbox"/>	As above.
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	x	

6. Consultation, decisions and actions

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

--

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?

Generally, the CHAS will be monitored on an annual basis, and the results published, to ensure that duties set out in the public sector Equality Duty are being adhered to.

7. Signatures

Assessor

Name:	Signature**
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Validated by

Name:	Signature**
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Appendix – B. Proposed Hertfordshire Shared Home Improvement Agency (HIA)

1. Name of activity:	Proposed Hertfordshire Shared Home Improvement Agency (HIA)			
2. Main purpose of activity:	Delivery of disabled facilities grants for people meeting qualifying criteria			
3. List the information, data or evidence used in this assessment:	HIA business case, which sets out aims and objectives of the service, data relating to existing services, and how proposed service will be delivered			
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 negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative
				Positive Proposed service aims to provide better value for money and support independent living across the County.
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative
				Positive Proposed service will be able to offer more specialist advice and deliver required adaptations more quickly.
A person of a particular race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
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"/>	Negative
				Positive

A person of a particular religion or belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative
				Positive
				Most adaptations are to enable elderly people to continue to live in their home and maintain or improve their quality of life; the proposed HIA will be better placed to support elderly people in need of adaptations. The proposed HIA may be able to assist people who do not currently qualify for a disabled facilities grant, and therefore who do not receive any service, by arranging works on their behalf if they are willing to fund them.
Transgender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive

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"/>	All people who require adaptations will benefit from the improved service.
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?
No formal consultation has been carried out. Consultation is being undertaken with service users as part of the ongoing service design. In summary, views expressed are generally that users are very appreciative of aids and adaptations when they are provided but are often critical about the length of time it takes to deliver the agreed works.
Describe the decision on this activity
Length of time to deliver adaptations is one of the drivers for the project.
List all actions identified to address/mitigate negative impact or promote positively

Action	Responsible person	Completion due date
None		
When, how and by whom will these actions be monitored?		
N/A		
7. Signatures		
Assessor		
Name: Peter Carey	Signature** <i>P. J. Casey</i>	
Validated by		
Name:	Signature**	

Appendix C - Green Space Management Strategy 2017- 2021

1. Name of activity:	Reduction of equipped play areas from 47 to 33
2. Main purpose of activity:	To ensure sufficient funds are available to retain a sustainable stock of well used equipped play areas
3. List the information, data or evidence used in this assessment:	Review of Green Space Management Strategy & Grounds Maintenance Contract Project board reports 1 – 6. Medium Term Financial Strategy 2016 - 2021

4. Assessment

Characteristics	Neutral (x)	Negative (x)	Positive (x)	<i>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 negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?</i>
Community considerations <i>(i.e. applying across communities or associated with rural living or Human Rights)</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative Positive
<i>A person living with a disability</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative Positive
<i>A person of a particular race</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative Positive
<i>A person of a gay, lesbian or bisexual sexual orientation</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative Positive
<i>A person of a particular sex, male or female, including issues around</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative Positive

<i>pregnancy and maternity</i>				
<i>A person of a particular religion or belief</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
<i>A person of a particular age</i>	<input type="checkbox"/>	X	X	Negative
				<i>Children may have further to travel o reach a Council maintained equipped play area.</i>
				Positive
<i>Transgender</i>	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
5 Results				
	Yes	No		
<i>Were positive impacts identified?</i>	X	<input type="checkbox"/>		<i>Although this is a reduction in formal play areas the green spaces will be retained. The service will be different but still available to access. Investment will be focussed on play areas of high community value – so any high impacts will have mitigating actions taken. The remaining play areas will benefit form focussed funding as opposed to funding all 47 to the detriment of those well used.</i>
<i>Are some people benefiting more than others? If so explain who and why.</i>	X	<input type="checkbox"/>		<i>Children will benefit from a sustainable provision of equipped play areas.</i>
<i>Were negative impacts identified (what actions were taken)</i>	X	<input type="checkbox"/>		<i>Larger well used play areas are being retained for the benefit of the wider community.</i>

6. Consultation, decisions and actions

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

If Cabinet agree to adopt in principle a revised investment programme for Green Space the proposals will be consulted on prior to cabinet's formal adoption of the change.

Describe the decision on this activity

A consultation on green space provision is being included in the Citizens Panel. In addition hold Work shops, on line or reports to Area Committees.		
List all actions identified to address/mitigate negative impact or promote positively		
Action	Responsible person	Completion due date
Revise the Green Space management Strategy to include a sustainable investment programme for retained equipped play areas.	Stephen Geach	March 2017
When, how and by whom will these actions be monitored?		
Annual review of Strategy by Head of Leisure and Environment		
7. Signatures		
Assessor		
Name: Stephen Geach	Signature** Stephen Geach	
Validated by		
Name: Reuben Ayavoo	Signature** Reuben Ayavoo	

Additional Equality analysis completed after consultation period.

1. Name of activity:	Green Space Management Strategy 2017- 2021			
2. Main purpose of activity:	To ensure the Council is best able to maintain sustainable green space to meet community needs, within available funding			
3. List the information, data or evidence used in this assessment:	Review of Green Space Management Strategy & Grounds Maintenance Contract Project board reports 1 – 7. Medium Term Financial Strategy 2016 – 2021, Cabinet Report 22nd November. Green Space Citizen Panel Focus Groups			
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 negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	<input type="checkbox"/>	<input type="checkbox"/>	X	Negative
				Positive The retention of all green space sites with limited investment ensures access to green

				space and the associated benefits is maintained.
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	X	Negative
				Positive
				The proposal to provide a new football changing pavilion at Walsworth Common, Hitchin will mean the Council will have two fully DDA compliant football pavilions.
A person of a particular race	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a gay, lesbian or bisexual sexual orientation	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input type="checkbox"/>	X	X	Negative
				If play areas do not transfer to third parties there would be the potential loss of equipment from up to 13 play areas.
				Positive
If 13 play areas are transferred to third parties they would be managed at a more local level meeting the needs of local communities.				
A person of a particular religion or belief	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	<input type="checkbox"/>	X	X	Negative
				Young People: - If play areas do not transfer to third parties there would be the potential loss of equipment from up to 13 play areas.
				Positive
Young People: - If 13 play areas are transferred to third parties they would be managed at a more local level meeting the needs of local communities.				
Teenagers / Adults:- The proposal to provide a new football changing pavilion at				

				Walsworth Common, Hitchin will mean the Council will have two fully DDA compliant football pavilions.
Transgender	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive

5 Results

	Yes	No	
Were positive impacts identified?	X	<input type="checkbox"/>	With reduced funding the Green Space Strategy 2017 - 2021 best enables the Council to meet community needs for the retention of Green space and associated infrastructure most valued by our communities.
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	X	
Were negative impacts identified (what actions were taken)	X	<input type="checkbox"/>	NHDC's Community Development Team will work with local communities to help establish 'Friends of Local Play Area' groups.

6. Consultation, decisions and actions

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

Opinion Research Services (ORS) was commissioned to undertake three focus groups (one in Hitchin, one in Letchworth and one in Royston) with members of NHDC's Citizens' Panel to discuss the Green Space Management Strategy Review. The groups included a total of 29 people: they were recruited by ORS through its social research call centre, with quota controls to ensure a relatively proportional representation of different demographic and socio-economic groups.

Describe the decision on this activity

Where financially viable the recommendations of the Focus groups have been incorporated into the Green Space Strategy.

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

Action	Responsible person	Completion due date
Revised the current Green Space management Strategy to include a sustainable investment programme for green space for the period 2017 - 2021.	Stephen Geach	Jan 2017

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

Annual review of Strategy by Head of Leisure and Environment

7. Signatures

Assessor

Name: **Stephen Geach**

Signature** Stephen Geach

Validated by

Name: **Reuben Ayavoo**

Signature** Reuben Ayavoo

Appendix D - Entering into an alternative provider agreement with the Baldock Allotment and Leisure Gardeners Association (BALGA).

1. Name of activity:	Entering into an alternative provider agreement with the Baldock Allotment and Leisure Gardeners Association (BALGA)			
2. Main purpose of activity:	To ensure BALGA have the flexibility to manage the Baldock Allotments			
3. List the information, data or evidence used in this assessment:	Green Space Management Strategy Site leases to BALGA			
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 negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person living with a disability	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular race	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
(a) A person of a gay, lesbian or bisexual sexual orientation (b) (c)	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular sex, male or female, including issues around pregnancy and maternity	X	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive

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

5 Results

	Yes	No	
Were positive impacts identified?	X	<input type="checkbox"/>	<p>Under the terms of the current Managed Service Agreement BALGA cannot impose any conditions that are different from those imposed by the Council for its other allotment sites. As the Council does not insist that plot holders must join an allotment association BALGA are not able to insist that the Baldock plot holders join their association. The National Allotment Association recommends that when allotments are being managed by a local association they would expect plot holders to be a member of that association. This provides the flexibility to best meet local needs.</p> <p>BALGA have a very good constitution covering equality issues. By ensuring each plot holder has to be a member of the association binds them to the constitution ensuring equality for all.</p>
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	X	
Were negative impacts identified (what actions were taken)	X	<input type="checkbox"/>	If a resident of Baldock didn't want to join BALGA they could not have an allotment plot in Baldock. However there are vacant plots at a site in Letchworth at Pryor Way Allotments which is very close to Baldock.

6. Consultation, decisions and actions

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

Describe the decision on this activity

Prior to adopting the alternative provider agreement there will be a period of consultation with existing plot holders and advertised in the local press.

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

Action	Responsible person	Completion due date
As a condition of the transfer to BALGA they were required to provide evidence that they had appropriate systems and procedures in place to prevent any form of discrimination	Stephen Geach	April 2016

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

Annual review by Parks & Countryside Development Manager

7. Signatures

Assessor

Name: Stephen Geach	Signature** Stephen Geach
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Validated by

Name: Reuben Ayavoo	Signature** Reuben Ayavoo
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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. Specific opportunities have been identified within individual EqlAs and are summarised below:

Greater integration of council, health and community services.	– Offers new opportunities to service users who will benefit from a holistic and personalised approach to service delivery.
Supporting the community and voluntary sector to build capacity to support the delivery of services:	– Opportunities are presented for commissioned services to be delivered more locally and encourage organisations and networks to strengthen links with local communities and encourage wider participation by volunteers.
Consultation and focus groups:	– Most policy decisions involve public consultations which can include focus groups and public meetings, a chance for members of the community to get together and get involved in civic life.

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

The potential for compounded impacts on particular groups are identified in individual equality impact assessments, which generally involve engagement and consultation with a wide range of stakeholders. The process uses relevant national and local data from to the individual equality impact assessment. Where collated, results from any local consultation are also included. Part of the analysis includes action planning and monitoring, with the impact of any new policy or service only realised following implementation.

The continued pressure on the public sector to make savings, coupled with the changing demographics within the county, means fundamentally changing how services are delivered. This will have consequences for some equality groups within Hertfordshire as vulnerable groups make up a large proportion of Hertfordshire service users. Wherever possible savings are delivered through efficiencies with no adverse impact on service-users.