



**Woking Borough Council**  
**Community Infrastructure Levy**  
**Equalities Impact Assessment**

January 2014



**Produced by the Planning Policy Team**

**For further information please contact:**

**Planning Policy, Woking Borough Council, Civic Offices, Gloucester Square, Woking,  
Surrey, GU21 6YL.**

**Tel: 01483 743871. Email: [planning.policy@woking.gov.uk](mailto:planning.policy@woking.gov.uk)**

## Community Infrastructure Levy – Equality Impact Assessment

The Equalities Act 2010 (the Act) requires public bodies to have regard to the effects of their policies on the relevant protected characteristic defined by the Act. An Equalities Impact Assessment (EIA) is a means of assessing the impacts of such policies in a consistent manner.

Woking Borough Council is in the process of preparing its Community Infrastructure Levy (CIL) Charging Schedule. This is considered a major policy of the Council and as such it is important that its relevance to equality is assessed. CIL is a standardised non negotiable local levy that is charged to new development for the purposes of helping to raise funds to deliver infrastructure that is required to support new development. The Council has chosen to adopt CIL because it provides a consistent and transparent mechanism to secure developer contributions towards infrastructure provision. Effectively, it is a means by which developer contributions are secured to deliver infrastructure. The objective of the EIA of the CIL is to assess its likely impacts on the relevant protected characteristics and to ensure that no particular group is significantly disadvantaged. The outcome of the EIA is therefore an evidence base to support the CIL.

The Council has an adopted Core Strategy (October 2012) that sets out the overall quantity of development, the broad areas where they will be located and the scale of infrastructure that will be necessary to support the development. The Core Strategy has already been subjected to an Equalities Impact Assessment and a Sustainability Appraisal to ensure that it addresses the needs of all sections of the community. The EIA of the Core Strategy identified a significant number of positive impacts on the relevant protected characteristics with no adverse impacts. A copy of the EIA of the Core Strategy is on the Council's website ([www.woking.gov.uk](http://www.woking.gov.uk)). It is important to emphasise that the Core Strategy establishes the principle of using CIL as the primary means for securing developer contributions towards infrastructure provision in the area. The EIA of this principle has been assessed as part of the EIA of the Core Strategy.

The *general equalities duty* of the Equalities Act 2010 requires public bodies to have regard to the following in the exercise of their functions:

- Eliminate discrimination, harassment and victimisation and any other conduct that is prohibited under the Equalities Act 2010;
- Advance equality of opportunities between people who share a relevant protected characteristic and people who do not share it;
- Foster good relations between people who share a relevant protected characteristic and those who do not share it.

Examples of such functions of public authorities include policy decisions. The relevant protected characteristics identified by the Equalities Act 2010 are:

- Age;
- Disability;
- Gender reassignment;
- Marriage and civil partnership;
- Race;

- Religion or belief;
- Sex;
- Sexual orientation; and
- Pregnancy and maternity.

The following questions are helpful in determining relevance to equality of the introduction of CIL:

- Does the policy affect the wider community?
- It is likely to affect people of particular protected characteristic differently?
- Will it have significant impact on how other organisations operate in terms of equality?
- Does it relate to any areas with known inequality?
- Does it relate to any equality objectives that have been set?

### **Baseline information about the relevant protected characteristics**

The total population of the Borough by the 2011 census is 99,198. This is about 10.4% increase from the 2001 census figure of 89,840, making the Borough one of the fastest growing areas of Surrey. There are 39,467 households with an average household size of 2.49.

52% of the population are living as married couple, 10.50% as cohabiting opposite sex couple, 0.80% are living as same-sex civil partnership or cohabiting. Overall, about 63% are living as couple.

The largest age cohort is aged between 45 – 49. The fastest growing cohort is the 60 - 64 age group. There are about 14,823 people aged 65 or over. The population over 65 has increased by 13.7% since 2001 and makes up about 17.2% of the total population.

49,144 (49%) of the population are male and 50,054 (50.46%) are female.

About 12,885 (13%) of the population has long term illness or disability – all with day-to-day activities limited.

58.82% of the population are Christian, 0.68% Buddhist, 1.97% Hindu, 7.38% Muslim, 0.22% Jewish, 0.15% Sikh and 0.34% other religion.

74.94% are White British, 2.35% are mixed background, 10.68% Asian, 0.88% Chinese, 1.39% Black and Black British and 1.1% other ethnic group.

The above basic information demonstrates the diversity of the population of the area and how the protected characteristics are represented in the Borough.

### **Assessment of impacts**

In the Council's view, there are three aspects of the CIL process that could have potential relevance to equality. These are:

- Equality of opportunity to inform the preparation of the CIL Draft Charging Schedule;
- The potential impacts of introducing the CIL on the relevant protected characteristics;

- The impacts of the infrastructure that the CIL income will be used to deliver.

The preparation of the Draft Charging Schedule has evolved through several stages and each key stage has been appropriately scrutinised by the relevant committees of the Council, including an assessment of their impacts on the protected characteristics. Each report of the Council is subjected to Equality Impact Assessment. A copy of the template for assessing the EIA of committee reports is included in **Appendix 1**. An assessment of each of the committee reports regarding the various stages of introducing the CIL has confirmed no specific impacts on the relevant protected characteristics. Copies of the committee reports can be obtained from the Committee Service of the Council.

### **Assessment of the potential impacts of CIL on the relevant protected characteristics**

- **Equality of opportunity to inform the preparation of the various stages of the CIL** – The Council published a Preliminary Draft Charging Schedule for public consultation between 15 February 2013 and 2 April 2013 and a Draft Charging Schedule for consultation between 22 July 2013 and 30 August 2013. Effort was made to invite representations from all sections of the community, including the hard to reach groups. The Council is satisfied that none of the protected characteristics was deliberately excluded or disadvantaged from participating in the process. The Council has published a statement of how the requirements of Regulation 19 of the CIL Regulations have been met (**Core Document WBC/CIL/012**). The document includes a list of individuals and organisations that were consulted at the key stages of preparing the CI Draft Charging Schedule. The list includes:
  - - The elderly groups;
    - Minority groups; and
    - Schools and young people

The Council also published the Preliminary Draft Charging Schedule, the Draft Charging Schedule and the supporting evidence on the Council's website ([www.woking.gov.uk](http://www.woking.gov.uk)) and deposited them for inspection at all the libraries to be accessible to all sections of the community. No potential problems were identified in this regard as none of the protected characteristic was excluded. The consultation was carried out in accordance with the Council Statement of Community Involvement.

- **Potential impacts of CIL** – CIL is a charge on development to help raise money to deliver the necessary infrastructure to support development. The Charging Schedule is the rate at which the charge is set for the various types of development. An EIA was carried out on the committee reports to decide to adopt CIL, to approve the Preliminary Draft Charging Schedule and to approve the Draft Charging Schedule. In all these reports, it was demonstrated that the CIL and the emerging Charging Schedule will have no direct specific impacts on the protected characteristics. Copies of the EIA of the reports are included in **Appendix 2**. Copies of the full report can be provided on request from the Committee Service of the Council. The overall outcome of the EIAs is consistent with the Government's EIA on the introduction of CIL, which also identified no adverse impacts.

- **The impact of the infrastructure that CL income will be used to deliver** – The Woking Core Strategy and its supporting Infrastructure Delivery Plan provides evidence of the nature and type of infrastructure needed to support development expected in the Borough up to 2027. The CIL Infrastructure Funding Gap Topic Paper sets out the broad types of infrastructure with costs that CIL income will be used to deliver. The Draft Charging Schedule also has a Regulation 123 list that provides specific schemes that CIL contribution will be used to deliver. This includes transport schemes, open spaces and the provision of Suitable Alternative Natural Greenspace (SANGs). The impacts of the specific schemes on equality can fully be assessed at the point of implementation. However, it is generally considered that their delivery will have positive impacts on the relevant protected characteristics. None of them will discriminate or disadvantage any of the protected characteristics because of the universality of their provision. The regulation 123 list will be continuously reviewed and the Council will continue to monitor their impacts on the protected characteristics when they are implemented. This will be reported in the Annual Monitoring Report. The Draft Charging Schedule has an in-built mechanism for monitoring and review to ensure that this takes place.

**Conclusion** – It is concluded that the introduction of CIL and the Draft Charging Schedule will have no major change or specific negative effects on the protected characteristics. The use of the CIL income to deliver infrastructure will have generally positive impacts on the protected characteristics, but this can be best assessed during the implementation of the schemes. More importantly, all sections of the community were given equal opportunity to inform the Draft Charging Schedule. Furthermore, it is also emphasised that the introduction of CIL will not have negative impacts on pregnancy and maternity, marriage and civil partnership and socio-economic background.

## APPENDIX 1 – Template for assessing EIA of Council reports

### Equality Impact Assessment

The purpose of this assessment is to improve the work of the Council by making sure that it does not discriminate against any individual or group and that, where possible, it promotes equality. The Council has a legal duty to comply with equalities legislation and this template enables you to consider the impact (positive or negative) a strategy, policy, project or service may have upon various equality target groups. Further details and guidance on completing the form are [available](#).

		<b>Positive impact?</b>	<b>Negative impact?</b>	<b>No specific impact</b>	<b>What will the impact be? If the impact is negative how can it be mitigated?(action)</b>
<b>Gender</b>	Men				
	Women				
	Transgender				
<b>Race</b>	Asian or Asian British people				
	Black or Black British people				
	Mixed race people				
	Irish people				
	White people				
	Other minority ethnic group				

	Gypsies / travellers				
<b>Disability</b>	Physical				
	Sensory				
	Learning Difficulties				
	Mental Health				
<b>Sexuality</b>	Lesbian, gay men, bisexual				
<b>Age</b>	Older people (50+)				
	Younger people (16 - 25)				
<b>Belief</b>	Faith Groups				

**APPENDIX 2 – EIA of Executive report on 10 March 2011 (Report sought authority to adopt CIL)**

**Equality Impact Assessment**

The purpose of this assessment is to improve the work of the Council by making sure that it does not discriminate against any individual or group and that, where possible, it promotes equality. The Council has a legal duty to comply with equalities legislation and this template enables you to consider the impact (positive or negative) a strategy, policy, project or service may have upon various equality target groups. Further details and guidance on completing the form are [available](#).

		<b>Positive impact?</b>	<b>Negative impact?</b>	<b>No specific impact</b>	<b>What will the impact be? If the impact is negative how can it be mitigated?(action)</b>
<b>Gender</b>	Men			X	
	Women			X	
	Transgender			X	
<b>Race</b>	Asian or Asian British people			X	
	Black or Black British people			X	
	Mixed race people			X	
	Irish people			X	
	White people			X	
	Other minority ethnic group			X	
	Gypsies / travellers			X	



<b>Disability</b>	Physical			x	
	Sensory			x	
	Learning Difficulties			x	
	Mental Health			x	
<b>Sexuality</b>	Lesbian, gay men, bisexual			x	
<b>Age</b>	Older people (50+)			x	
	Younger people (16 - 25)			x	
<b>Belief</b>	Faith Groups			x	

**APPENDIX 2 – EIA of Executive report on 21 November 2013 (Report sought authority to submit Draft Charging Schedule to the Secretary of State for Examination)**

**Equality Impact Assessment**

The purpose of this assessment is to improve the work of the Council by making sure that it does not discriminate against any individual or group and that, where possible, it promotes equality. The Council has a legal duty to comply with equalities legislation and this template enables you to consider the impact (positive or negative) a strategy, policy, project or service may have upon various equality target groups. Further details and guidance on completing the form are [available](#).

		<b>Positive impact?</b>	<b>Negative impact?</b>	<b>No specific impact</b>	<b>What will the impact be? If the impact is negative how can it be mitigated?(action)</b>
<b>Gender</b>	Men			X	
	Women			X	
	Transgender			X	
<b>Race</b>	Asian or Asian British people			X	
	Black or Black British people			X	
	Mixed race people			X	
	Irish people			X	
	White people			X	
	Other minority ethnic group			X	

	Gypsies / travellers			X	
<b>Disability</b>	Physical			x	
	Sensory			x	
	Learning Difficulties			x	
	Mental Health			x	
<b>Sexuality</b>	Lesbian, gay men, bisexual			x	
<b>Age</b>	Older people (50+)			x	
	Younger people (16 - 25)			x	
<b>Belief</b>	Faith Groups			x	

**APPENDIX 2 – EIA of Executive report on 27 June 2013 (Report considered consultation to the Preliminary Draft Charging Schedule and approved proposed changes))**

**Equality Impact Assessment**

The purpose of this assessment is to improve the work of the Council by making sure that it does not discriminate against any individual or group and that, where possible, it promotes equality. The Council has a legal duty to comply with equalities legislation and this template enables you to consider the impact (positive or negative) a strategy, policy, project or service may have upon various equality target groups. Further details and guidance on completing the form are [available](#).

		<b>Positive impact?</b>	<b>Negative impact?</b>	<b>No specific impact</b>	<b>What will the impact be? If the impact is negative how can it be mitigated?(action)</b>
<b>Gender</b>	Men			X	
	Women			X	
	Transgender			X	
<b>Race</b>	Asian or Asian British people			X	
	Black or Black British people			X	
	Mixed race people			X	
	Irish people			X	
	White people			X	
	Other minority ethnic group			X	

	Gypsies / travellers			X	
<b>Disability</b>	Physical			x	
	Sensory			x	
	Learning Difficulties			x	
	Mental Health			x	
<b>Sexuality</b>	Lesbian, gay men, bisexual			x	
<b>Age</b>	Older people (50+)			x	
	Younger people (16 - 25)			x	
<b>Belief</b>	Faith Groups			x	