**Charnwood Borough Council**

**Equality Impact Assessment**

**‘Knowing the needs of your customers and employees’**

**Background**

An Equality Impact Assessment is an improvement tool.  It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identifying and recording gaps and actions.

**Legislation- Equality Duty**

As a local authority that provides services to the public, Charnwood Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

     Eliminate discrimination, harassment and victimisation

     Advance Equality of Opportunity

     Foster good relations

For the following protected characteristics:

**1.**     Age

**2.**    Disability

**3.**     Gender reassignment

**4.**     Marriage and civil partnership

**5.**     Pregnancy and maternity

**6.**     Race

**7.**     Religion and belief

**8.**     Sex (Gender)

**9.**     Sexual orientation

What is prohibited?

**1.**     Direct Discrimination

**2.**    Indirect Discrimination

**3.**     Harassment

**4.**     Victimisation

**5.**     Discrimination by association

**6.**     Discrimination by perception

**7.**     Pregnancy and maternity discrimination

**8.**     Discrimination arising from disability

**9.**     Failing to make reasonable adjustments

**Note: Complete the action plan as you go through the questions**

**Step 1 – Introductory information**

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| Title of the project | Shepshed Public Realm Project |
| Name of lead officer and others undertaking this assessment | Steve Dibnah |
| Date EIA started | July 2020 |
| Date EIA completed | September 2020 |

**Step 2 – Overview of the project being assessed:**

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| Outline: What is the purpose of this project? (Specify aims and objectives) |
| The purpose of this project is to deliver targeted public realm improvements in Shepshed town centre that help create a better environment for users and, importantly, act as a catalyst for stimulating more commercial activity in the town centre. The project will help breathe new life into Shepshed town centre, make it more user friendly and more suited to meeting the needs of the customers of the future. It will involve a programme of street works to deliver comprehensive public realm improvements in Market Place and complementary ‘soft’ landscaping improvements in Hall Croft and the Bull Ring. It will deliver a scheme that addresses identified needs. The project has been informed by the Shepshed Town Centre Masterplan (2013) and in particular its proposals for a linked ‘spine’ of complementary public realm improvements around the Bull Ring, Hall Croft and Market Place. The main focus of the project will be the physical improvements to Market Place. These actions will create a pedestrian and event space to help broaden the appeal of the Market Place to provide complementary activities to draw people to the town centre. This is a direct response to changing retail patterns and a post-COVID-19 world.  **Project Aims**  This project’s overarching aims are to:   * Realise the Town Centre Masterplan’s proposed ‘spine’ of complementary public realm improvements; * Improve pedestrian safety, accessibility and comfort; * Give a greater sense of identity and cohesion to the town centre; * Create a distinct, characterful, pleasant and more attractive shopping-friendly destination; * Help shops and businesses attract a larger footfall and improve overall trading conditions; * Encourage entrepreneurs to invest and establish new businesses in premises that are attractive and help reverse the downward economic spiral in the town centre; * Encourage existing residents and residents in the emerging new housing areas as well as visitors to spend time and shop in the town centre. * Maximise opportunities to secure additional private and public sector funding, including S106 receipts from future planning obligations.   For **Market Place**, the specific aims are:   * To build on the attractive urban fabric and heritage potential around Market Place and create a distinctive and impressive gateway into the town centre from the north; * To unify Market Place and provide for a safer, more comfortable and pleasant walking and shopping environment; * To reduce the dominance of vehicles in the Market Place area.   For the **Bull Ring**, the specific aims are:   * To make the Bull Ring more attractive and welcoming, * To increase pedestrian safety; * To improve the pedestrian access into Hall Croft from Field Street.   For **Hall Croft**, the specific aims are:   * To build on Hall Croft’s connections with the rest of the town centre and create a place where people want to meet, spend time and socialise in a relatively quiet and pleasant environment; * To improve the visual appearance and functionality of the public space around the Library in Hall Croft and encourage pedestrian movement between Market Place and the Bull Ring.   **2.2 Project Objectives**  The project’s overarching objectives are:   * To enhance the public realm with colour and seasonal variety through refreshing existing planters and creating new areas of planting and tree cover; * To refresh the existing street furniture to rejuvenate the public realm, reduce on-going maintenance and help give a greater sense of identity and cohesion to the town centre; * To provide for more cycle parking facilities across the project area; * To retain as much “authorised” on-street parking as possible, including Blue Badge parking, whilst reducing the impact on the public realm; * To increase the quantity and quality of public open space; * To ensure adequate provision for the servicing of businesses; * To achieve simplicity in design and only consider features that will not cause longer term issues such as maintenance or long term asset management difficulties.   The project’s specific objectives for **Market Place**, are:   * To reorganise the existing ‘authorised’ car parking spaces in order to unify Market Place and:   1. Provide for a safer, more comfortable and pleasant walking and shopping environment using new seating, new trees and new panting to enhance the space;   2. Create a large public open space to safely hold special events throughout the year, broaden the appeal of the Market Place and support the economic prosperity of local businesses;   3. Provide for a more visible location for the relocation of market stalls from Hall Croft; * To realign Brook Street to make the pedestrian crossing a safer route toward the shops; * To provide two loading bay areas for retail deliveries and maintain access rights for specific retail units and residential dwellings; * To provide for additional cycle parking facilities.   The project’s specific objectives for the **Bull Ring** are:   * To create a ‘pocket park’ that provides more colour, texture and aesthetic interest; * To enhance the public realm with colour and seasonal variety through new areas of planting and tree cover and freshening up the existing street furniture; * To replace the existing bus shelter and provide new planting and new seating areas to complement those to be provided in Hall Croft and Market Place. * To provide for additional cycle parking facilities.   The project’s specific objectives for **Hall Croft** are:   * To enhance the public realm with colour and seasonal variety through new areas of planting and refreshing existing planting tubs; * To add colour through planting to blank walls; * To freshen up the existing street furniture and provide new seating to complement those to be provided in Bull Ring and Market Place; * To replace the barriers at the entrance from Field Street and add a new archway and signposting to Hall Croft and Market Place; * To remove the existing railings at the library and replace with planters to allow more colour and open up the space; * To provide for additional cycle parking facilities. |
| What specific group/s is the project designed to affect/impact and what is the intended change or outcome for them? |
| The project is intended to benefit the whole community including local residents, visitors, general public, landowners and local retailers operating in this part of the town centre. |
| Which groups have been consulted as part of the creation or review of the project? |
| This project is delivering a number of priority actions recommended in the Shepshed Town Centre Masterplan (2013). The Masterplan was approved by Shepshed Town Council following a detailed consultation with local residents and businesses.  The Shepshed Town Team was established to guide the development and implementation of the Masterplan. The Town Team is comprised of representatives of local residents and businesses and members of the Town Council. It has considered the priorities for public realm improvements over a number of years. It established a Task & Finish Group to develop specific proposals for the three key centres identified in the Masterplan (namely, the Bull Ring, Hall Croft and Market Place). In 2016, the Borough Council commissioned the preparation of concept plans for public realm improvements in the Bull Ring area. Following consultation with the Shepshed Town Team, it was decided not to pursue such a scheme at that time. In 2018, the Task & Finish Group prepared their own initial ideas for modest public realm improvements in the Bull Ring, Hall Croft and Market Place. Unfortunately, no action was taken at the time to take those ideas forward.  In 2019, the Borough Council secured significant resources to enable a comprehensive public realm improvement project to finally go ahead. It appointed specialist highways and landscape design consultants in March 2020 to prepare detailed designs for a scheme. The consultants built on the original recommendations approved in the Town Centre Masterplan, as well as the ideas developed by the Town Team in 2018, to prepare some concept design ideas for the Bull Ring, Hall Croft and Market Place.  Following the project inception in March 2020, both the Shepshed Town Council and the Shepshed Town Team were consulted by the Borough Council and its consultants to agree the project vision, the key objectives and priorities for action for the scheme. Subsequent to this agreement with both organisations, a range of concept design ideas for the public realm improvements were prepared and presented to the Town Council and the Town Team in separate meetings on 1 July 2020. Both organisations endorsed the concept design ideas proposed and indicated their preference for a specific concept design option for Market Place.  Subsequently, work commenced on the preparation of draft detailed designs for the scheme. These were presented to the Town Council on 4 September 2020 and the Town Team on 7 September 2020. Both organisations gave their approval to the draft detailed designs presented. Both organisations also gave their approval to the proposal to subject the draft detailed designs to public consultation in September and October. |

**Step 3 – What we already know and where there are gaps**

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| List any existing information/data do you have/monitor about different diverse groups in relation to this project? Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc.  Data/information such as:   * Consultation * Previous Equality Impact Assessments * Demographic information * Anecdotal and other evidence |
| **Public Consultation**  This project aims to build on and take forward key recommendations in the Shepshed Town Centre Masterplan regarding proposals for public realm improvements. The Masterplan was subjected to public consultation in 2013 and this confirmed the support of local residents and businesses for the Masterplan, including the recommendations regarding public realm improvements for the Bull Ring, Hall Croft and Market Place.  This project has also been informed by work undertaken by the Shepshed Town Team in 2018 to develop their own ideas for modest public realm improvements for the Bull Ring, Hall Croft and Market Place.  Both the initial concept designs and draft detailed designs for public realm improvements to be delivered by this project have been considered and approved, both by the Shepshed Town Council and the Shepshed Town Team. During this process of consultation, both organisations raised issues concerning the needs of a diverse range of groups, in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation etc. The scheme designs have been amended to address needs raised relating to these groups both by the Town Council and the Town Team.  **Demographic Information**  Demographic information (based on Census 2011) is available which provides information on a range of the protected characteristics, in particular, age, disability, race, religion or belief, sex.   * **Race:** In Charnwood, the White British population accounted for some 85% of the population. The largest ethnic groups are Indian 6% (10,225 people), Other White 2.5% (4,147 people) and Pakistani 1 % (2,022 people) (Charnwood Borough Council Demographic Profile document 2013; CBC Equality Strategy 2016-2020). * **Religion:** Some 56% of the population of Charnwood are Christian with some 29% having no religion. Hindus and Muslims are the next largest group with at 5% and 2% respectively. Buddhists, Jews and Sikhs combined make up just over 1% of the Charnwood population (Charnwood Borough Council Demographic Profile document 2013; CBC Equality Strategy 2016-2020). * **Gender:** The 2011 census records that the total population is some 166,100 split broadly 49.9% males (82,900) and 50.1% female (83,200) - although there are significantly more males than females within the 15 – 19 and 20 - 24 age brackets. * **Age:** The Borough contains a large proportion of 20 to 24 year olds (especially males). The 25 to 29 years age group contains the lowest proportions. 14.9% of the population are aged 14 years or under. 16.4% of the population are over 65 (Census 2011). * **Disability:** In Charnwood, it is estimated that there are 10,540 (6.4%) physically disabled people between the ages of 16-64 with a moderate or serious mobility disability. In Charnwood it is estimated that there are 21,675 adults with mild to moderate hearing loss and 5,100 people with sight impairment. It is estimated that 1 in 5 people will be affected by mental health issues at some time in their life. Anxiety and depression are the most common mental disorder in the UK. In Charnwood this equates to 33,220 people. (Charnwood Borough Council Demographic Profile document 2013; CBC Equality Strategy 2016-2020). * **Sexual Orientation:** There are no accurate statistics available regarding the profile of the lesbian, gay and bisexual (LGB) population within Charnwood or the UK as a whole. Sexuality is not incorporated into the census or other official statistics; however, it is acknowledged that approximately 6-10% of any population will be LBG. In Charnwood this would be between 9,960 and 16,610 people. (Charnwood Borough Council Demographic Profile document 2013; CBC Equality Strategy 2016-2020). * **Gender Reassignment:** There are no accurate statistics available regarding the profile of the transgendered population within Charnwood or the UK as a whole. Gender identity is not incorporated into the census or other official statistics. * **Marriage and Civil Partnership:** Within Charnwood 64,729 people (46.9%) are married and 271 people (0.2%) are in a registered same- sex civil partnership. (Charnwood Borough Council Demographic Profile document 2013; CBC Equality Strategy 2016-2020).   **Road Safety Audit**  A Road Safety Audit (Stages I and II) will be undertaken after the public consultation as part of the design process for Market Place/Brook Street in Shepshed. The RSA checks the road safety implications of the proposed public realm improvement scheme in order to minimise future road collision occurrence and severity once the scheme has been completed. The RSA takes into account all road users, particularly vulnerable users such as pedestrians and pedal cyclists. Those practical recommendations for improvement that arise out of the RSA will be addressed by further revisions to the scheme design.  **Non-Motorised User (NMU) Audit**  A Non-Motorised User (NMU) Audit will also be carried out after the public consultation as part of the design process for Market Place/Brook Street to consider how the proposed scheme design affects pedestrians, cyclists and disabled users. Revisions to the design will be undertaken to address the findings of the audit. |
| What does this information / data tell you about diverse group? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (Please list) |
| **Demographic Information**  The demographic information available confirms that Charnwood is a diverse borough with a range of differing needs from individuals and community groups, which will be considered and addressed as part of the project. |

**Step 4 – Do we need to seek the views of others? If so, who?**

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| In light of the answers you have given in Step 2, do you need to consult with specific groups to identify needs / issues? If not, please explain why. |
| The draft detailed designs for the scheme will be subjected to a public consultation exercise with local residents and local businesses during September and October 2020.  The project was established to implement key recommendations in the Shepshed Town Centre Masterplan (2013) concerning public realm improvements. The Masterplan was approved by Shepshed Town Council following a detailed consultation with local residents and businesses during 2013. During 2020, there has been extensive consultation with both the Shepshed Town Council and the Shepshed Town Team on the project vision, its key objectives and priorities for action, as well as the initial concept ideas for the scheme and the draft detailed designs. Both organisations agreed that the draft detailed designs should be subject to a public consultation exercise.  The public consultation exercise will be launched on 21 September 2020 and close on 19 October 2020. Due to COVID-19 restrictions on face-to-face meetings and social distancing, a decision was taken to make this an online consultation. The details of the consultation are outlined below.  A specific consultation web page has been created on the Borough Council’s website, which includes details on the scheme, including:   * 1. Project background and description   2. Plans and sketches illustrating the draft detailed designs   3. 3D animation of proposals for Market Place   4. 3D illustrations of proposals for Bull Ring, Hall Croft and Field Street   The web page also includes a link to an online survey for those wishing to make comments and an address to which to send any written comments. Information on the scheme was also posted on the Borough Council’s Facebook, Twitter and LinkedIn accounts. For individuals, including older people, who wish to contribute to the consultation but are unable to use or access technology, a postal address is available for them to send their response. Posters have been distributed in shops around the town centre in in the library with information on the appropriate contact address to use.  Four large information boards have been placed in the windows of Shepshed Library to enable people to look at the scheme proposals. An additional information board has been placed in a shop window in Market Place, giving specific details about the proposals for Market Place. Posters have also been distributed to local shops and community buildings to publicise the scheme and the consultation exercise. A press release was also issued and editorial has appeared in the local media, as well as radio interviews.  Only limited face-to-face engagement with local shops will be able to take place during the consultation period, where this is assessed as being safe. Nevertheless, a Zoom meeting will be held between 12 to 16 October to enable local residents and businesses to join an online presentation on the proposed designs and to ask questions.  The responses received during the public consultation will be analysed and any appropriate changes to the scheme design will be made, where they enhance the approved aims and objectives of the scheme and are within the scope and budget of the project. A report will be presented to a meeting of the Borough Council’s Cabinet on 19 November, outlining the outcome of the public consultation and the scheme design. Feedback on the public consultation and any changes to the scheme design will also be provided to the Shepshed Town Council and the Shepshed Town Team. |

**Step 5 – Assessing the impact**

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| In light of any data/consultation/information and your own knowledge and awareness, please identify whether the project has a positive or negative impact on the individual or community groups (including what barriers these individuals or groups may face) who identify with any ‘protected characteristics’ and provide an explanation for your decision (please refer to the general duties on the front page). | | |
|  | **Comments** |
| **Age** | **Positive** - Design of the public realm can impact on the ability of older people to use it as they are more likely to experience long-term ill health and physical impairments such as mobility difficulties and impaired vision and hearing. The proposed public realm improvements, in particular the widening of pavements, level surfaces, more public open space, improved lighting and increased provision of seating, will assist in their use of these key areas of the town centre. The realignment of Brook Street will make the pedestrian crossing a safer route toward the shops in Market Place.  The RSA and NMU audits will consider the needs and priorities of this group and changes will be made to the scheme design to address any areas identified where improvements are recommended.  The changes to the movement network and parking will also assist accessibility to the town centre for older people improving the services and facilities available to them.  Personal safety in public spaces may potentially be an issue for older people and children/young people and the improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making these groups feel safer and less intimidated.  **Negative** – The implementation of the street works will inevitably result in some temporary disruption, which may impact on older people and children/young people. However, these works will be carried out in phases so that not all of the area will be affected at the same time, thereby minimising the temporary disruption caused by the street works, particularly in terms of accessibility and car parking.  In terms of accessibility during the improvement works, the contractor will be obliged to maintain access to shops throughout the street works, where possible, as well as ensure the health and safety of older people and all other groups at all times.  In terms of parking, there will inevitably be periods of temporary disruption in the level of car parking available in and around Market Place while street works are being carried out and potentially Cheapside (if this area is used as the contractors compound for storage of materials and welfare facilities). Mitigation actions will be taken to support this group whilst the improvements are taking place. For example, there will be regular publicity and signage displayed warning of the temporary disruption and to urge this group to use alternative parking in the area. Unfortunately, it is not possible to provide any temporary increase in parking elsewhere to mitigate the temporary loss of spaces, due to lack of alternative land.  The scheme design proposes to maintain the current level of designated parking in Market Place. However, the parking spaces will be reorganised to unify the space and enable the creation of a large public open space for special events, more seating and landscaping. The parking will be moved from the current parking area in front of the shops and distributed around the outside of the new public open space, which will include parking on Brook Street.  This proposal could impact on older people and children/young people in a number of ways, including:   1. Small increase in distance to walk from some of the new parking spaces to the shops, which could cause some inconvenience for those with mobility needs; 2. Parking on the kerb side rather than in a designated parking area off the road, which may be perceived as an added safety risk ; 3. Some parking spaces will require crossing Brook Street or Loughborough Road to access the shops, which may be perceived as an added safety risk.   In considering the concerns identified with respect to this protected characteristic, balanced against the wider public interest, it is felt that reasonable accommodations have been factored into the design to address as many of the needs of older people and children/young people as is feasible within the overall site constraints and the agreed purpose of the scheme. This includes:   1. The reorganisation of the parking spaces in Market Place will eliminate the current ‘chaotic’ parking experience and improve pedestrian safety, compared to the current situation. At present, the parking bays in Market Place have to be accessed within a small confined and busy space, which makes vehicle manoeuvring very difficult and less safe for pedestrians; 2. The two designated Blue Badge parking spaces will be allocated in the two parking spaces closest to the shops; 3. The scheme design will ensure the authorised parking spaces are larger than those current in the area and are suitable for use by Blue Badge holders; 4. The proposed realignment of Brook Street will make the pedestrian crossing a safer route toward the shops for those needing to park on the opposite side of Brook Street to the shops. 5. It is assessed that the proposed kerbside parking bays may be no more unsafe than in the existing parking area given the random movement of vehicles through there at the moment.   The purpose of the improvements is to create a pedestrian and event space to help broaden the appeal of the Market Place to provide complementary activities to draw people to the town centre. This is a direct response to changing retail patterns and a post-COVID-19 world.  Further work will be undertaken to assess the feasibility of providing a raised table across Loughborough Road to provide added safety for pedestrians when crossing the road to access the shops for those parking on the other side of Loughborough Road.  Another identified potential barrier includes digital exclusion via the consultation period. For those individuals, including older people, unable to use or access technology to participate in the consultation a postal address has been provided. The relevant contact details have been displayed on posters circulated to local shops in the town centre and in the library. |
| **Disability**  **(Physical, visual, hearing, learning disabilities, mental health)** | **Positive** – The RSA and NMU audits will consider the needs and priorities of this group and changes will be made to the scheme design to address any areas identified where improvements are recommended.  The proposed public realm improvements will assist those with disabilities in their use of this part of the town centre and the access to services and facilities. This includes the proposals to widen some pavements, level surfaces, more public open space, improved lighting and increased provision of seating, will assist in their use of these key areas of the town centre. The realignment of Brook Street will make the pedestrian crossing a safer route toward the shops in Market Place. Tactile paving and dropped curbs will be used in Market Place to signify safer crossing points to assist people with impaired sight. Any adverse impact on those people who would benefit from a smooth surface are outweighed on balance by the prevention of more serious impacts for people with sight impairments than those with mobility difficulties.  Some of the proposed changes to the movement network and parking will also assist accessibility to the town centre for those with a disability, improving the services and facilities available to them.  Personal safety in public spaces may potentially be an issue for this protected characteristic and the improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making these groups feel safer and less intimidated.  **Negative** - The implementation of the street works will inevitably result in some temporary disruption, which may impact on those with disabilities. However, these works will be carried out in phases so that not all of the area will be affected at the same time, thereby minimising the temporary disruption caused by the street works, particularly in terms of accessibility and car parking.  In terms of accessibility during the improvement works, the contractor will be obliged to maintain access to shops throughout the street works, where possible, as well as ensure the health and safety of older people and all other groups at all times.  In terms of parking, there will inevitably be periods of temporary disruption in the level of car parking available in and around Market Place while street works are being carried out and potentially Cheapside (if this area is used as the contractors compound for storage of materials and welfare facilities). Mitigation actions will be taken to support this group whilst the improvements are taking place. For example, there will be regular publicity and signage displayed warning of the temporary disruption and to urge this group to use alternative parking in the area. Unfortunately, it is not possible to provide any temporary increase in parking elsewhere to mitigate the temporary loss of spaces, due to lack of alternative land.  The scheme design proposes to maintain the current level of designated parking in Market Place, including the number of spaces designated for Blue Badge holders. However, the parking spaces will be reorganised to unify the space and enable the creation of a large public open space for special events, more seating and landscaping. The parking will be moved from the current parking area in front of the shops and distributed around the outside of the new public open space, which will include parking on Brook Street.  This proposal could impact on those with disabilities in a number of ways, including:   1. Small increase in distance to travel from some of the new parking spaces to the shops, which could cause some inconvenience for those with mobility needs; 2. Parking on the kerb side rather than in a designated parking area off the road, which may be perceived as an added safety risk for those with disabilities; 3. Some parking spaces will require crossing Brook Street or Loughborough Road to access the shops, which may be perceived as an added safety risk.   In considering the concerns identified with respect to this protected characteristic, balanced against the wider public interest, it is felt that reasonable accommodations have been factored into the design to address as many of the needs of this protected characteristic as is feasible within the overall site constraints and the agreed purpose of the scheme. This includes:   1. The reorganisation of the parking spaces in Market Place will eliminate the current ‘chaotic’ parking experience and improve pedestrian safety, compared to the current situation. At present, the parking bays in Market Place have to be accessed within a small confined and busy space, which makes vehicle manoeuvring very difficult and less safe for pedestrians; 2. The two designated Blue Badge parking spaces will be allocated in the two parking spaces closest to the shops; 3. The scheme design will ensure the authorised parking spaces are larger than those current in the area and are suitable for use by Blue Badge holders; 4. The proposed realignment of Brook Street will make the pedestrian crossing a safer route toward the shops for those needing to park on the opposite side of Brook Street to the shops. 5. It is assessed that the proposed kerbside parking bays may be no more unsafe than in the existing parking area given the random movement of vehicles through there at the moment.   The purpose of the improvements is to create a pedestrian and event space to help broaden the appeal of the Market Place to provide complementary activities to draw people to the town centre. This is a direct response to changing retail patterns and a post-COVID-19 world.  Further work will be undertaken to assess the feasibility of providing a raised table across Loughborough Road to provide added safety for pedestrians when crossing the road to access the shops for those parking on the other side of Loughborough Road.  Another identified potential barrier includes digital exclusion via the consultation period. For those individuals, including those with a visual impairment and unable to use or access technology to participate in the consultation a postal address has been provided. The relevant contact details have been displayed on posters circulated to local shops in the town centre and in the library. |
| **Gender Reassignment**  **(Transgender)** | **Positive** - Personal safety in public spaces may potentially be an issue for this group and the improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making this group feel safer and less intimidated. |
| **Race** | **Positive** - Personal safety in public spaces may potentially be an issue for this group and the improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making this group feel safer and less intimidated. |
| **Religion or Belief**  **(Includes no belief)** | **Positive** - Personal safety in public spaces may potentially be an issue for this group and the improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making this group feel safer and less intimidated. |
| **Sex**  **(Gender)** | **Positive** - Personal safety in public spaces may potentially be an issue for this group and the improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making this group feel safer and less intimidated. |
| **Sexual Orientation** | **Positive** –Personal safety in public spaces may potentially be an issue for this group, particularly female residents/customers. The improvements to the public realm and the small interventions proposed will create a vibrant, inclusive environment making this group feel safer and less intimidated. |
| **Other protected groups (Pregnancy & maternity, marriage & civil partnership)** | **Positive** – Improving the public realm will help women who are pregnant or in maternity gain better access to services and facilities in this part of the town centre.  The RSA and NMU audits will consider the needs and priorities of this group and changes will be made to the scheme design to address any areas identified where improvements are recommended.  The changes to the movement network and parking would also assist accessibility to the town centre for women who are pregnant or in maternity, improving the services and facilities available to them.  **Negative** – The scheme design proposes to maintain the current level of designated parking in Market Place. However, the parking spaces will be reorganised to unify the space and enable the creation of a large public open space for special events, more seating and landscaping. The parking will be moved from the current parking area in front of the shops and distributed around the outside of the new public open space, which will include parking on Brook Street.  This proposal could impact on women who are pregnant or in maternity in a number of ways, including:   1. Small increase in distance to walk from some of the new parking spaces to the shops, which could cause some inconvenience for those with mobility needs; 2. Parking on the kerb side rather than in a designated parking area off the road, which may be perceived as an added safety risk; 3. Some parking spaces will require crossing Brook Street or Loughborough Road to access the shops, which may be perceived as an added safety risk.   In considering the concerns identified with respect to women who are pregnant or in maternity, balanced against the wider public interest, it is felt that reasonable accommodations have been factored into the design to address as many of the identified needs as is feasible within the overall site constraints and the agreed purpose of the scheme. This includes:   1. The reorganisation of the parking spaces in Market Place will eliminate the current ‘chaotic’ parking experience and improve pedestrian safety, compared to the current situation. At present, the parking bays in Market Place have to be accessed within a small confined and busy space, which makes vehicle manoeuvring very difficult and less safe for pedestrians; 2. The two designated Blue Badge parking spaces will be allocated in the two parking spaces closest to the shops; 3. The scheme design will ensure the authorised parking spaces are larger than those current in the area and are suitable for use by Blue Badge holders; 4. The proposed realignment of Brook Street will make the pedestrian crossing a safer route toward the shops for those needing to park on the opposite side of Brook Street to the shops. 5. It is assessed that the proposed kerbside parking bays may be no more unsafe than in the existing parking area given the random movement of vehicles through there at the moment.   The purpose of the improvements is to create a pedestrian and event space to help broaden the appeal of the Market Place to provide complementary activities to draw people to the town centre. This is a direct response to changing retail patterns and a post-COVID-19 world.  Further work will be undertaken to assess the feasibility of providing a raised table across Loughborough Road to provide added safety for pedestrians when crossing the road to access the shops for those parking on the other side of Loughborough Road.  The implementation of the street works will also inevitably result in some temporary disruption, which may impact on women who are pregnant or in maternity. However, these works will be carried out in phases so that not all of the area will be affected at the same time, thereby minimising the temporary disruption caused by the street works, particularly in terms of accessibility and car parking.  In terms of accessibility during the improvement works, the contractor will be obliged to maintain access to shops throughout the street works, where possible, as well as ensure the health and safety of women who are pregnant or in maternity.  In terms of parking, there will inevitably be periods of temporary disruption in the level of car parking available in and around Market Place while street works are being carried out and potentially Cheapside (if this area is used as the contractors compound for storage of materials and welfare facilities). Mitigation actions will be taken to support women who are pregnant or in maternity whilst the improvements are taking place. For example, there will be regular publicity and signage displayed warning of the temporary disruption and to urge this group to use alternative parking in the area. Unfortunately, it is not possible to provide any temporary increase in parking elsewhere to mitigate the temporary loss of spaces, due to lack of alternative land. |
| **Other socially excluded groups**  **(carers, low literacy, priority neighbourhoods, health inequalities, rural isolation, asylum seeker and refugee communities etc.)** | **Negative** - An identified potential barrier includes digital exclusion via the consultation period. For those individuals, including those with low literacy and unable to use or access technology to participate in the consultation a postal address has been provided. The relevant contact details have been displayed on posters circulated to local shops in the town centre and in the library. |

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| Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.  Please note:   1. If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately. 2. Additionally, if you have identified adverse impact that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people. |
| **Temporary Disruption in Market Place, Hall Croft and Bull Ring**  The implementation of the street works will inevitably result in some temporary disruption. There are two main areas of temporary disruption:   1. Accessibility issues to homes and shops during the street works. This will predominantly impact on residents and businesses in the vicinity of Market Place/Cheapside and to a lesser extent in the Bull Ring and Hall Croft. 2. Temporary loss of parking spaces during the street works. This will predominantly impact on residents and businesses in the vicinity of Market Place/Cheapside and to a lesser extent in Hall Croft.   In terms of accessibility during the improvement works, the contractor will be obliged to maintain access to shops throughout the street works, where possible, as well as ensure the health and safety of older people and all other groups at all times.  Mitigation Measures  The Borough Council will establish an internal Business Management Group for the Shepshed public realm improvement project. Its role will be to provide leadership in coordinating the actions undertaken by the Council and others (including the contractor) to mitigate any temporary disruption arising from the street works carried out to deliver the public realm improvements. It will also take responsibility for all communications and media activity surrounding the project. The Group will also be responsible for maintaining an up to date Communication Plan and to lead on appropriate communications actions during the construction phase.  A range of measures have been identified, which will help mitigate the impact of any temporary disruption, including:   * Contractors to undertake the street works on a phased approach to minimise disruption and to maintain access to all shops at all times, as far as possible, as well as maintain traffic flow at all times; * Contractor to be responsible for traffic and pedestrian management within the project area throughout construction works to minimise the impact of construction on the local traders in the area; * Preparation of a clear and comprehensive media plan to publicise the street works and the measures to be implemented to minimise disruption; * Printed bulletin (subject to COVID-19 restrictions) and online bulletin, circulated to all local shops and businesses, sharing details of the programme of works and contact details for key individuals; * Designing some temporary vinyls and installing them on the temporary fencing erected by the contractor during the street works, to depict (for example) shop frontages) to help promote shopping; * Mount a publicity campaign (including adverts) to persuade shoppers to come to town regardless of any disruption during the construction phase; * Securing agreement of the appointed contractor to cooperate with the Council in supporting measures to minimise the temporary disruption and support local shops and businesses.   The construction contract will also require the Contractor to specify a named contact within the company with the role and responsibility to liaise closely with the Borough Council’s appointed project manager, as well as the Business Management Group, giving monthly updates of the programme of works in order that the Borough Council is able to alert businesses and ensure the appropriate communications are in place well ahead of the event.  In terms of parking, there will inevitably be periods of temporary disruption in the level of car parking available in and around Market Place while street works are being carried out and potentially Cheapside (if this area is used as the contractors compound for storage of materials and welfare facilities).. Mitigation actions will be taken to support protected characteristics whilst the improvements are taking place. For example, there will be regular publicity and signage displayed warning of the temporary disruption and to urge this group to use alternative parking in the area. Unfortunately, it is not possible to provide any temporary increase in parking elsewhere to mitigate the temporary loss of spaces, due to lack of alternative land.  **Reorganisation of Parking Spaces in Market Place**  The scheme design proposes to maintain the current level of designated parking in Market Place. However, the parking spaces will be reorganised to unify the space and enable the creation of a large public open space for special events, more seating and landscaping. The parking will be moved from the current parking area in front of the shops and distributed around the outside of the new public open space, which will include parking on Brook Street.  This proposal could impact on women who are pregnant or in maternity in a number of ways, including:   1. Small increase in distance to walk from some of the new parking spaces to the shops, which could cause some inconvenience for those with mobility needs; 2. Parking on the kerb side rather than in a designated parking area off the road, which may be perceived as an added safety risk ; 3. Some parking spaces will require crossing Brook Street or Loughborough Road to access the shops, which may be perceived as an added safety risk.   Mitigation Measures  In considering the concerns identified with respect to women who are pregnant or in maternity, balanced against the wider public interest, it is felt that reasonable accommodations have been factored into the design to address as many of the identified needs as is feasible within the overall site constraints and the agreed purpose of the scheme. This includes:   1. The reorganisation of the parking spaces in Market Place will eliminate the current ‘chaotic’ parking experience and improve pedestrian safety, compared to the current situation. At present, the parking bays in Market Place have to be accessed within a small confined and busy space, which makes vehicle manoeuvring very difficult and less safe for pedestrians; 2. The two designated Blue Badge parking spaces will be allocated in the two parking spaces closest to the shops; 3. The scheme design will ensure the authorised parking spaces are larger than those current in the area and are suitable for use by Blue Badge holders; 4. The proposed realignment of Brook Street will make the pedestrian crossing a safer route toward the shops for those needing to park on the opposite side of Brook Street to the shops. 5. It is assessed that the proposed kerbside parking bays may be no more unsafe than in the existing parking area given the random movement of vehicles through there at the moment.   Further work will be undertaken to assess the feasibility of providing a raised table across Loughborough Road to provide added safety for pedestrians when crossing the road to access the shops for those parking on the other side of Loughborough Road. |
| Summarise your findings and give an overview as to whether the policy will meet Charnwood Borough Council’s responsibilities in relation to equality and diversity (please refer to the general duties on the front page). |
| The project will benefit the community as a whole by contributing towards improving the town centre, with particular groups experiencing a positive impact through a more inviting public realm, improved accessibility to services and facilities, improved movement networks and improved designated parking and loading/unloading. |

**Step 6- Monitoring, evaluation and review**

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| Are there processes in place to review the findings of this Assessment and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact? |
| A Project Executive has been established by the Borough Council for the project. This will monitor the delivery of the various aspects of the public realm improvement scheme. A Project Plan has been prepared and is regularly monitored by the Project Executive. Regular meetings with the Shepshed Town Team will also be scheduled during the construction phase. This will provide a framework for regular monitoring the impact of this project and the resolution of potential barriers / adverse impacts. |
| How will the recommendations of this assessment be built into wider planning and review processes?  e.g. policy reviews, annual plans and use of performance management systems. |
| The Shepshed Public Realm Project is already factored into the service plan and performance management frameworks. |

**Step 7- Action Plan**

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| **Please include any identified concerns/actions/issues in this action plan:**  **The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan** | | | |
| **Reference**  **Number** | **Action** | **Responsible Officer** | **Target Date** |
| 1 | Borough Council to establish an internal Business Management Group to coordinate actions to minimise temporary disruption caused by the street works. | Steve Dibnah | September 2020 |
| 2 | Contractors to undertake street works on a phased approach to minimise disruption and maintain access to shops as far as possible. | Steve Dibnah | September 2020 |
| 3 | Contractor to prepare effective traffic and pedestrian management plan to minimise the impact of street works on local residents and traders. | Steve Dibnah | September 2020 |
| 4 | Preparation of a clear and comprehensive media plan of measures to minimise disruption. | Steve Dibnah | September 2020 |
| 5 | Regular information circulated to residents, local shops and businesses on the programme of works. | Steve Dibnah | September 2020 |
| 6 | Contractor to specify a named contact to liaise with Borough Council and give monthly progress updates. | Steve Dibnah | September 2020 |
| 7 | Two designated Blue Badge parking spaces to be allocated in closest bays to Market Place shops. | Steve Dibnah | September 2020 |
| 8 | Realignment of Brook Street to make the pedestrian crossing a safer route toward the shops. | Steve Dibnah | September 2020 |
| 9 | Assess feasibility of providing a raised table across Loughborough Road. | Steve Dibnah | September 2020 |
| 10 | Regular monitoring of the impact of this project and the resolution of potential barriers / adverse impacts, as appropriate. | Steve Dibnah | September 2020 |

**Step 8- Who needs to know about the outcomes of this assessment and how will they be informed?**

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|  | **Who needs to know?**  (Please tick) | **How they will be informed**  (we have a legal duty to publish EIA’s) |
| **Employees** | **Yes** | Published report |
| **Service users** | **Yes** | Published report |
| **Partners and stakeholders** | **Yes** | Published report |
| **Others** |  |  |
| **To ensure ease of access, what other communication needs/concerns are there?** |  |  |

**Step 9- Conclusion (to be completed and signed by the Service Head)**

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| **Please delete as appropriate** |
| **I agree / disagree with this assessment / action plan** |
| **If *disagree*, state action/s required, reasons and details of who is to carry them out with timescales:** |
| **Signed (Service Head):Text, letter  Description automatically generatedHead of Planning & Regeneration** |
| **Date: 15 October 2020** |
| **Please send completed & signed assessment to Suzanne Kinder for publishing.** |