

# Equality Impact Assessment Form



<b>Directorate: Development and Regeneration</b>	<b>Service: Regeneration</b>
<b>Completed by: Dominic Carr</b>	<b>Date: 21.7.2017</b>
<b>Subject Title: Ormskirk Town Centre Strategy Update</b>	
<b>1. DESCRIPTION</b>	
Is a policy or strategy being produced or revised:	No
Is a service being designed, redesigned or cutback:	No
Is a commissioning plan or contract specification being developed:	No
Is a budget being set or funding allocated:	No
Is a programme or project being planned:	No
Are recommendations being presented to senior managers and/or Councillors:	No
Does the activity contribute to meeting our duties under the Equality Act 2010 and Public Sector Equality Duty ( <b>Eliminating unlawful discrimination/harassment, advancing equality of opportunity, fostering good relations</b> ):	Yes
Details of the matter under consideration:	Updating Members of the progress made so far in implementing the Ormskirk Town Centre Strategy 2015-2020
<i>If you answered <b>Yes</b> to any of the above <b>go straight to Section 3</b></i> <i>If you answered <b>No</b> to all the above <b>please complete Section 2</b></i>	
<b>2. RELEVANCE</b>	
Does the work being carried out impact on service users, staff or Councillors (stakeholders):	
If <b>Yes</b> , provide details of how this impacts on service users, staff or Councillors (stakeholders): <i>If you answered <b>Yes</b> go to <b>Section 3</b></i>	
If you answered <b>No</b> to both Sections 1 and 2 provide details of why there is no impact on these three groups: <i>You do not need to complete the rest of this form.</i>	
<b>3. EVIDENCE COLLECTION</b>	
Who does the work being carried out impact on, i.e. who is/are the stakeholder(s)?	Ormskirk Town Centre Management Group/Retailers/Members of the public

	who shop in and visit Ormskirk
If the work being carried out relates to a universal service, who needs or uses it most? (Is there any particular group affected more than others)?	The Town Centre Strategy is a cross cutting document which seeks to improve conditions for retailers/residents and visitors of Ormskirk. The Town Centre Management Group who will be delivering the actions contained within the strategy is made up of representatives from the Council, community groups, national and local retailers, as well as Edge Hill University.
Which of the protected characteristics are most relevant to the work being carried out?	
Age	Yes
Gender	No
Disability	Yes
Race and Culture	No
Sexual Orientation	No
Religion or Belief	No
Gender Reassignment	No
Marriage and Civil Partnership	No
Pregnancy and Maternity	No
<b>4. DATA ANALYSIS</b>	
In relation to the work being carried out, and the service/function in question, who is actually or currently using the service and why?	N/A
What will the impact of the work being carried out be on usage/the stakeholders?	The actions contained within the Town Centre Strategy seek to improve the appearance and vitality of Ormskirk town centre helping to improve the town centre for all stakeholders.
What are people's views about the services? Are some customers more satisfied than others, and if so what are the reasons? Can these be affected by the proposals?	N/A
What sources of data including consultation results have you used to analyse the impact of the work being carried out on users/stakeholders with protected characteristics?	As the strategy was being developed a number of consultations were undertaken and consultants have conducted additional surveys since. Sources of data used to monitor the strength of OTC include footfall monitoring data, vacancy rates surveys and car park data. Also anecdotal evidence is also being collected from businesses.

If any further data/consultation is needed and is to be gathered, please specify:	If a BID for Ormskirk is taken forward an additional consultation will need to take place.
<b>5. IMPACT OF DECISIONS</b>	
In what way will the changes impact on people with particular protected characteristics (either positively or negatively or in terms of disproportionate impact)?	The implementation of the OTC strategy should help to improve the town centre encouraging more people to visit helping to enhance shopping conditions for retailers. The action plan should have a positive impact upon all.
<b>6. CONSIDERING THE IMPACT</b>	
If there is a negative impact what action can be taken to mitigate it? (If it is not possible or desirable to take actions to reduce the impact, explain why this is the case (e.g. legislative or financial drivers etc.).	The development of actions contained within the Town Centre Strategy should have a positive impact upon all stakeholders.
What actions do you plan to take to address any other issues above?	No actions required  <i>If no actions are planned state no actions</i>
<b>7. MONITORING AND REVIEWING</b>	
When will this assessment be reviewed and who will review it?	A review of the Town Centre Strategy will take place on an annual basis and be reported back to members. However Council officers and members of the OTC Management Group are constantly reviewing all available data to assess the vitality of OTC and monitor the effects of interventions.