

Equality Impact Assessment / Equality Analysis

(Updated December 2022)

Item name	Details
Title of service or policy	Keynsham Town Centre Regeneration Action Plan Engagement
Name of directorate and service	Sustainable Economy Service, Regeneration Team
Name and role of officers completing the EIA	Caroline Lightfoot, Senior Development Officer
Date of assessment	03/03/2025

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The main aim is to identify any discriminatory or negative consequences for a particular group or sector of the community, and also to identify areas where equality can be better promoted. Equality impact Assessments (EIAs) can be carried out in relation to services provided to customers and residents as well as employment policies/strategies that relate to staffing matters.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis. **Not all sections will be relevant – so leave blank any that are not applicable.** It is intended that this is used as a working document throughout the process, and a final version will be published on the Council's website.

1.1 Identify the aims of the policy or service and how it is implemented

Key questions	Answers / notes
<p>1.1 Briefly describe purpose of the service/policy e.g.</p> <ul style="list-style-type: none"> ● How the service/policy is delivered and by whom ● If responsibility for its implementation is shared with other departments or organisations ● Intended outcomes 	<p>The Bath & North East Somerset Council Regeneration Team delivers a range of projects which aim to transform our city and town centres, creating benefits for residents, local businesses and visitors while maintaining the importance of heritage spaces and responding to the climate change and ecological emergencies. This is achieved through public realm improvements, and the provision of new mixed-use development, housing, creative and community hubs, and on-street activity and animation. Regeneration projects are cross-service by their nature and their implementation is always the shared responsibility the Regeneration Team in collaboration with other B&NES departments alongside external organisations.</p> <p>The draft Keynsham Town Centre Regeneration Action Plan has been developed by the Regeneration Team in partnership with Keynsham Town Council. It has also been informed by other B&NES departments and the Keynsham Masterplan that was produced through the Heritage Action Zone.</p> <p>It identifies project ideas and feedback is required from businesses and stakeholders. Information panels will be displayed in Keynsham library from 21st May- 4th June 2025 and comments can also be given via an online survey which will be open from 21st May until 20th June 2025.</p>
<p>1.2 Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> ● Is it a new service/policy or review of an existing one? ● Is it a national requirement?). ● How much room for review is there? 	<p>This project is a new plan which dovetails with previous regeneration work in the area and links in with linked B&NES Council policies, including the Economic Strategy, Transport Strategy, Green Infrastructure Framework & the Local Plan.</p> <p>B&NES has obtained revenue funding from the WECA to prepare a Town Centre Regeneration Action Plan for Keynsham. Focus will be on improvements to the vitality & viability of the town centre. There is also an</p>

	<p>opportunity to set a wider vision and address issues arising from the plans for additional housing development.</p> <p>Working with key stakeholders, the Regeneration Action Plan will identify opportunities, develop a programme of projects and include baseline work to secure funding. Projects will be agreed through engagement that will take place in March/April 2025 and methods of delivery identified. Funding applications will be drawn up during 2025/26.</p> <p>There is significant room for evaluation and adaptation within this project. The plan encompasses a long-term vision for the area and has an extensive scope which will allow for continuous review and adaptation over time to ensure the plan remains aligned with changing needs, technologies, and evolving sustainability and economic goals. Relevant engagement and consultation will take place at all stages of planning.</p>
1.3 Do the aims of this policy link to or conflict with any other policies of the Council?	<p>The project links perfectly with Bath & North East Somerset Council's framework:</p> <ul style="list-style-type: none"> Improve people's lives Addressing the Climate & Ecological Emergency Giving people a bigger say Prepare for the future Deliver for local residents Focus on prevention <p>The Action Plan will be guided by the existing Local Plan and feed into the development of planning policy, it links to the Economic Strategy, Green Infrastructure & transport strategy.</p>

2. Consideration of available data, research and information

Key questions	Data, research and information that you can refer to
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2.1 What equalities training have staff received to enable them to understand the needs of our diverse community?	The officer leading this project has received equalities training as part of our induction and ongoing mandatory training, covering the Equality Act 2010.
2.2 What is the equalities profile of service users?	<p>Local communities, residents and local businesses as well as potential collaborators, investors and delivery partners all have a stake in this project.</p> <p>The Keynsham Town Centre Regeneration Action Plan covers the town centre. Link to the most up to date data for the B&NES area (including Equalities data) can be found at: https://beta.bathnes.gov.uk/strategic-evidence</p> <p>Information about the equalities profile of people in Bath & North East Somerset can be found at https://www.ons.gov.uk/visualisations/censuspopulationchange/E06000022/</p>
2.3 Are there any recent customer satisfaction surveys to refer to? What were the results? Are there any gaps? Or differences in experience/outcomes?	<p>This is a new project, so no customer satisfaction surveys have taken place. The project is being delivered with the oversight of a Steering Group made up of local elected politicians, and Keynsham Town Council, who together represent the views of local residents and businesses.</p> <p>An engagement report will be created after the early engagement phase, and a consultation report will be created after formal consultation has taken place.</p>
2.4 What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	<p>As the project is in the early stages of development, no formal engagement or consultation has yet been undertaken, though several events and activities are planned.</p> <p>The project follows on from the Keynsham HSHAZ scheme, and is informed in part by this project's engagement and consultation work.</p>
2.5 If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	Events will be arranged to ensure that there are no barriers to participation. Engagement material will be available in the library in an accessible location and there will also be an online survey.

3. Assessment of impact: 'Equality analysis'

Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:

- Meets any particular needs of equalities groups or could help promote equality in some way.
- Could have a negative or adverse impact for any of the equalities groups

Key questions	Examples of what the service has done to promote equality	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this
3.1 Issues relating to all groups and protected characteristics	<p>The programme of events and activities ensure that suitable methods of engagement are available to all groups. This includes virtual and in-person engagement, digital interactive software, and online and physical consultation forms. Any media (including any options documents and draft plans, as well as films and audio content) produced by the service includes accompanying relevant accessible versions are available on request (eg. closed captions, transcripts and large print or easy read versions).</p> <p>The online engagement platform being used is accessible.</p>	<p>Individuals (especially those with protected characteristics) may feel isolated, excluded, or overwhelmed by the engagement process.</p> <p>We have provided a variety of methods to allow individuals to engage and have provided contact details should anyone want to contact us directly for more information or support.</p> <p>We have programmed engagement in the library to ensure that a wide cross-section of the community have access to engagement materials and the project team.</p> <p>Actively seeking input from advocacy groups will ensure that the engagement process is inclusive and accessible to all individuals.</p>
3.2 Sex – identify the impact/potential impact of the policy on women and men.	<p>The programme of events and activities ensure that suitable methods of engagement are available for everyone, regardless of their sex or gender.</p>	<p>Girls and young women can feel excluded from public spaces and events due to safety concerns.</p> <p>We will ensure that we offer appropriate opportunities for girls and women to give</p>

		feedback to ensure that the plans created provide a safe welcoming space for all.
3.3 Pregnancy and maternity	The programme of events and activities ensure that suitable methods of engagement are available for everyone.	<p>This group may feel unable to visit if there is a lack of appropriate facilities.</p> <p>We will ensure that toilets and seating will be available during engagement events, that entrances and pathways are fully accessible for pushchair and prams, and that adequate seating is available for pregnant people and for feeding of babies, including breast and chest feeding.</p> <p>We will ensure that we offer appropriate opportunities for pregnant people to give feedback to ensure that the plans created provide a welcoming and accessible space for all.</p>
3.4 Gender reassignment – identify the impact/potential impact of the policy on transgender people	The programme of events and activities ensure that suitable methods of engagement are available for everyone, regardless of their sex or gender identity.	<p>Individuals may feel isolated or excluded by the engagement process.</p> <p>We will ensure that we offer appropriate opportunities for transgender people to give feedback to ensure that the plans created provide a safe welcoming space for all.</p>
3.5 Disability – identify the impact/potential impact of the policy on disabled people (ensure consideration both physical, sensory and mental impairments and mental health)	The programme of events and activities is considerate of accessibility needs for disabled people. Wherever possible care has been taken to ensure that suitable methods of engagement are available for everyone	<p>Individuals may feel isolated, excluded, or overwhelmed by the engagement process. This group may also feel unable to visit engagement events if there is a lack of appropriate facilities.</p> <p>We have provided a variety of methods to allow individuals to engage and have</p>

		<p>provided contact details should anyone want to contact us directly for more information or support.</p> <p>The online engagement platform is accessible.</p> <p>We will ensure that toilets and seating will be available during engagement events and that entrances and pathways are fully accessible.</p> <p>Interpretation services are available for individuals on request or where we are already aware of this requirement.</p>
3.6 Age – identify the impact/potential impact of the policy on different age groups	The programme of events and activities ensure that suitable methods of engagement are available for all ages, including young people and families as well as the elderly.	<p>Individuals may feel isolated or excluded by the engagement process.</p> <p>We have provided a variety of methods to allow individuals to engage and have provided contact details should anyone want to contact us directly for more information or support. We are mindful of digital inclusion and people will be able to comment on the plans by writing there comments down.</p>
3.7 Race – identify the impact/potential impact on across different ethnic groups	The programme of events and activities ensure that suitable methods of engagement are available for everyone, regardless of their ethnicity.	<p>Individuals may feel isolated or excluded by the engagement process.</p> <p>Actively seeking input from advocacy groups will ensure that the engagement process is inclusive and accessible to all individuals.</p> <p>We will ensure that we offer appropriate opportunities for people of all ethnic groups to give feedback to ensure that the plans</p>

		<p>created provide a welcoming and accessible space for all.</p> <p>Translation services are available for individuals on request or where we are already aware of this requirement.</p>
3.8 Sexual orientation – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual people	The programme of events and activities ensure that suitable methods of engagement are available for everyone, regardless of their sexual orientation.	<p>Individuals may feel isolated or excluded by the engagement process.</p> <p>Actively seeking input from advocacy groups will ensure that the engagement process is inclusive and accessible to all individuals.</p>
3.9 Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?	The nature of this project means there is a neutral impact.	No known risks have been identified
3.10 Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	The programme of events and activities ensure that suitable methods of engagement are available for everyone, regardless of their faith.	<p>Individuals may feel isolated or excluded by the engagement process.</p> <p>Actively seeking input from all active faith groups in the area will ensure that the engagement process is inclusive and accessible to all individuals.</p>
3.11 Socio-economically disadvantaged* – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances (this is not a legal requirement, but is a local priority).	The programme of events and activities ensure that suitable methods of engagement are available for everyone, regardless of their socio-economic background. All engagement events are free to attend.	<p>Individuals may feel isolated or excluded by the engagement process.</p> <p>All engagement events are free to attend.</p> <p>Actively seeking input from advocacy groups will ensure that the engagement process is inclusive and accessible to all individuals.</p>
3.12 Rural communities* identify the impact / potential impact on people living in rural communities	Keynsham is an urban area, but its high street facilities serve the surrounding villages and rural communities. The programme of	We have provided a variety of methods to allow individuals to engage, including an

	events and activities aims to give rural people an opportunity to have their say in the development of their local town centre.	online interactive survey for those that are unable to travel. The engagement will be publicised in local press and through social media channels.
3.13 Armed Forces Community ** serving members; reservists; veterans and their families, including the bereaved. Public services are required by law to pay due regard to the Armed Forces Community when developing policy, procedures and making decisions, particularly in the areas of public housing, education and healthcare (to remove disadvantage and consider special provision).	The programme of events and activities ensure that suitable methods of engagement are available for everyone.	There is not an armed forces community based in the area, however, individuals and families unknown to the Council may feel isolated or excluded by the engagement process. We will ensure that the engagement process is inclusive and accessible to all individuals.
3.14 Care Experienced *** This working definition is currently under review and therefore subject to change: In B&NES, you are 'care-experienced' if you spent any time in your childhood in Local Authority care, living away from your parent(s) for example, you were adopted, lived in residential, foster care, kinship care, or a special guardianship arrangement.	The programme of events and activities ensure that suitable methods of engagement are available for everyone.	Individuals and families may feel isolated or excluded by the engagement process. We will ensure that the engagement process is inclusive and accessible to all individuals.

*There is no requirement within the public sector duty of the Equality Act to consider groups who may be disadvantaged due to socio economic status, or because of living in a rural area. However, these are significant issues within B&NES and have therefore been included here.

** The Equality Act does not cover armed forces community. However, the Armed Forces Bill (which came in on 22 Nov 2022) introduces a requirement to pay 'due regard' to make sure the Armed Forces Community are not disadvantaged when accessing public services.

4. Bath and North East Somerset Council Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment/analysis. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
Boards in the library, staffed drop-in sessions and an online survey will ensure inclusive access to the engagement and project team.	Two drop in sessions for stakeholders & businesses will take place in March (23rd & 30th) and the online survey will be running from 21st May until 20 th June 2025.	<ul style="list-style-type: none"> Boards set up in library Online survey set up on HiKeynsham, Keynsham Town Council website and linking to B&NES website. 	CL/MU, Regeneration Team	By 21 st May 2025
Ensure all engagement material (including in print and online) is fully accessible.	Accessibility check the website, online platform, and graphic material.	Website accessibility checked prior to launch.	MU/CL	By 21 st May 2025
Ensure accessible event spaces, with level access and gender-neutral toilets.	Check venues ahead of time	All events held in accessible venues.	CL	By 21 st May 2025
Ensure that the engagement process is inclusive and accessible to all individuals.	Actively seek input from advocacy groups	Advocacy groups and local charities contacted with programme information.	CL	By 21 st May 2025
Ensure that groups are able to contact us directly for more information or support.	Provide a variety of methods to allow individuals to engage with the programme, including directly contacting the team by email	Included contact form on project website.	CL	By 21 st May 2025

Ensure that individuals from socio-economically disadvantaged backgrounds are able to attend.	Schedule range of free-to-attend events	All programmed events free-to-attend.	CL	By 21 st May 2025
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5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team (equality@bathnes.gov.uk), who will publish it on the Council's website. Keep a copy for your own records.

Signed off by: Cleo Newcombe-Jones, Regeneration Manager



(Divisional Director or nominated senior officer)

Date: 3 March 2025