

**A
BEST
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EQUALITY IMPACT ASSESSMENT FORM

Shiregreen Streetscene Project

12th August 2010



INVESTOR IN PEOPLE



Sheffield City Council Equality Impact Assessment (EIA) Form

PART 1: Details and purpose of function/policy/procedure/ procurement/strategy/project (to be referred to collectively as “policy or project” in this form)

This section must be completed

Please describe your policy or project: The delivery of physical improvements to the overall streetscene in Shiregreen		Directorate/s: Neighbourhoods and Community Care
Is this policy or project:	New <input type="checkbox"/>	Existing <input checked="" type="checkbox"/>
Service Area/s: Strategic Housing		
Person responsible for the policy or project: Miranda Plowden		
Person responsible for completing a full EIA if appropriate: Julie Southwell		
Are there any other people involved in the EIA – for example, as part of peer review/external challenge? Directorate Development Unit		
What are the main aims, purpose and outcomes of the policy or project and how do these fit in with the wider aims of the organisation? <ul style="list-style-type: none"> To Improve the street layout and finished quality of the streetscene throughout Shiregreen To deliver targeted improvements to a higher specification around priority green spaces, shops and schools To work with Sanctuary Housing Association, key stakeholders and the local community to deliver the improvements. <p>The Shiregreen Streetscene project supports and delivers the Council’s Corporate Plan 2008-11 ambition of Vibrant, safe and strong communities and Protecting and enhancing the environment and supports the Corporate Plan priorities of Thriving district and local centres and Streets to be proud of.</p>		

- The improvements to the streetscene and public space will not only lift the area but will create an environment that is safer and cleaner.
- The streetscene improvements will have an impact on the way people feel about the area where they live and give them confidence in the neighbourhood encouraging their desire to stay in the area.
- The project will provide Shiregreen with improved connectivity through the streets by the design techniques used to create individuality within the estate and creating a sense of place.
- This project also supports the ODPM's guidelines in meeting the criteria for 'What is a sustainable community'

Will this policy or project have any implications on other procedures/projects/strategies etc of the City Council?

This project will meet the priorities set out in the following:

- Housing Market Renewal (North ADF, Brightside Shiregreen Masterplan, Shiregreen Neighbourhood Strategy)
- Neighbourhood Centres Strategy
- Highways Private Finance Initiative
- Decent Homes Programme
- Creating Sustainable Neighbourhoods
- Brightside Shiregreen Accessibility Plan
- City Strategy 2005–2010 – one of the key themes of Sheffield's approach to neighbourhood regeneration and sustainability being successful neighbourhoods,
- Sheffield City Council Corporate Plan 2008-11
- Sheffield Housing Strategy 'Housing in Sheffield 2007 – 2010' which includes delivering regeneration in areas of housing market weakness,
- Sheffield's Choices not Barriers Strategy 2008-2010

Shiregreen has also been identified as a future Child Safety Zone, and it may be possible to increase its priority with the CSZ programme.

Are there any implications on our statutory duties? (e.g. social care or homeless eligibility criteria)

For any statutory agencies operating within the area there may be some implications on the level of accessibility to offices during elements of the streetscene improvement work.

PART 2: Initial Impact Assessment

Complete this part to evaluate whether you should proceed to a full EIA. If you know your policy or project will have an impact on certain groups, please go straight to Part 3.

A. Will the aims identified in Part 1 affect our statutory equality or human rights duties to:	
a) Promote equality of opportunity?	e) Promote positive equality attitudes?
b) Encourage participation for all *	f) Eliminate discrimination?
c) Consider reasonable adjustments for disabled people?	g) Eliminate harassment?
d) Promote and protect human rights?	h) Promote good community relations?
i) Include measures to promote equal pay, ensure fair promotion, development opportunities and tackle occupational segregation	
* Note b) must include disabled people under the Disability Duty. If so, please comment:	

B. Are the particular communities or groups below likely to have different needs, experiences and attitudes in relation to the project? Are there any significant cohesion or social inclusion issues for the project?									
Black Minority Ethnic	<input type="checkbox"/>	Disabled	<input checked="" type="checkbox"/>	Gender	<input type="checkbox"/>	People of different ages	<input checked="" type="checkbox"/>	Religion/ Belief	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	Carers	<input checked="" type="checkbox"/>	Community Cohesion	<input type="checkbox"/>	Social Inclusion	<input type="checkbox"/>	Other	<input type="checkbox"/>

Please briefly detail any evidence you have used to reach this assessment:

In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area. This may particularly impact on people with impaired vision, wheelchairs users or those with reduced mobility (and subsequently may impact on carers)

As such, it will be necessary to ensure that elderly residents, disabled groups and carers are still able to safely access their properties and local services and that the Council and Sanctuary Housing Association take positive measures to facilitate an accessible environment for all, during the project.

There are no significant cohesion/ inclusion issues for this project; however, the project does aim to improve the accessibility in Shiregreen making it easier for people to get around.

If the EIA is not being done at the start of the policy or project please give reasons for the delay:

Date for review:

If you have identified any significant impacts under sections 2A or 2B then you will need to proceed to a full EIA in PART 3.

**If you have not identified any significant impact you do not need to conduct a full EIA.
Please note - this decision still needs to be cleared (signed off) by the officer in your directorate responsible for signing off EIAs.**

I have now considered the equality implications of my policy or project and **I will / will not** (delete as appropriate) proceed to carry out a Full Impact Assessment.

Date of EIA form (Parts 1 and 2) completed:

Signed (Officer completing the form):

Date:

Signed (EIA Responsible Officer):

Date:

PART 3: Full EIA

Group or issue	How do you believe your policy or project will have a positive impact for the following groups?	Do you believe there will be any negative impacts for the following groups?	What evidence do you have to support your statement? E.g. customer satisfaction survey; national research	What actions do you need to take to limit the negative impact or increase the positive impact?
<p>Black & Minority Ethnic people</p>	<p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen providing a distinct character and identity.</p> <p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area.</p> <p>However, in the long term the improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance, accessibility of the streetscene in Shiregreen.</p>	<p>According to CABE ‘The built environment can contribute to a more equal, inclusive and cohesive society if the places where we live, the facilities we use and our neighbourhoods and meeting places are designed to be accessible and inclusive (Inclusion by Design, CABE 2008).</p>	<p>CABE state that ‘People experience the built environment differently according to who they are- their social, cultural and economic background.’ As such, it will be important to ensure that BME communities are involved at early stages with consultation on the streetscene design and delivery</p> <p>It will be necessary to take measures to ensure that work is coordinated with the Shiregreen Decent Homes programme to minimise disruption for</p>

	area.			residents. A demonstration project will be implemented ahead of the full scheme which is intended to address current problems for a range of users and identify the best process for overcoming these.
Disabled people	<p>Currently many of the footways in the area are unsuitable for people with disabilities</p> <p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. In particular, improvements made will help improve the accessibility in and around the area.</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area.</p> <p>This may particularly impact on people with impaired vision, wheelchairs users or those with reduced mobility.</p> <p>However, in the long term the</p>	<p>According to CABE 'The built environment can contribute to a more equal, inclusive and cohesive society if the places where we live, the facilities we use and our neighbourhoods and meeting places are designed to be accessible and inclusive (Inclusion by Design, CABE 2008)</p>	<p>Ensure that disabled people are involved at early stages with consultation on streetscene design and delivery</p> <p>Ensure that work is coordinated with the Shiregreen Decent Homes programme to minimise disruption for residents.</p> <p>Work with the SCC Access and Inclusion officer and SCC Highways will ensure that all design proposals comply with accessibility criteria.</p>

	<p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.</p>	<p>improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance and accessibility of the streetscene in Shiregreen.</p>		<p>Work with Sanctuary Housing Association to maximise awareness of the scheme and where advice and support can be obtained.</p> <p>A demonstration project will be implemented ahead of the full scheme which is intended to address current problems for a range of users and identify the best process for overcoming these.</p>
<p>Women and Men Transgender people</p>	<p>Some areas in the estate currently experience anti social behaviour, and for many people, particularly women, these can be threatening and intimidating places.</p> <p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area.</p> <p>However, in the long</p>	<p>The project is intended to involve a lot of community engagement that reflects the current community and their needs, as well as those people who access the areas</p> <p>Research shows that gender issues are common in consultation http://www.oxfam.org.u</p>	<p>Ensure that work is coordinated with the Shiregreen Decent Homes programme to minimise disruption for residents.</p> <p>Possible changes to lighting will be part of the design process. This will lead to increased surveillance and perception of safety.</p>

	<p>the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen providing a distinct character and identity.</p> <p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.</p>	<p>term the improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance and accessibility of the streetscene in Shiregreen.</p>	<p>k/resources/ukpoverty/downloads/genderregen.pdf</p>	<p>We work with Planners and Police to ensure designs are produced that maximise safety.</p> <p>SCC will follow and its equal opportunities policies, to look at how the needs of a range of individuals and groups can be best met and catered for.</p> <p>Ensure effective consultation with all groups is built into the consultation process, including young men and women</p>
<p>Lesbian, Gay & Bisexual</p>	<p>SCC will ensure that in all the projects equal opportunities are promoted throughout.</p> <p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or</p>	<p>According to CABE 'The built environment can contribute to a more equal, inclusive and cohesive society if the places where we live, the facilities we use and our neighbourhoods and meeting places are designed to be accessible and</p>	<p>Ensure effective consultation with all groups is built into the consultation process</p> <p>Ensure that work is coordinated with the Shiregreen Decent Homes programme to minimise disruption for</p>

	<p>the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen providing a distinct character and identity.</p> <p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.</p>	<p>working in the area.</p> <p>However, in the long term the improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance and accessibility of the streetscene in Shiregreen.</p>	<p>inclusive (Inclusion by Design, CABI 2008)</p>	<p>residents.</p> <p>SCC will follow and its equal opportunities policies, to look at how the needs of a range of individuals and groups can be best met and catered for.</p>
<p>Religion and belief groups</p>	<p>SCC will ensure that in all the projects equal opportunities are promoted throughout (including ensuring that the needs of different religions/belief or faith groups are considered and met)</p> <p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area. However, in the long term the</p>	<p>According to CABI 'The Built environment can contribute to a more equal, inclusive and cohesive society if the places where we live, the facilities we use and our neighbourhoods and meeting places are designed to be accessible and inclusive (Inclusion by Design, CABI 2008)</p>	<p>SCC will follow and its equal opportunities policies, to look at how the needs of a range of individuals and groups can be best met and catered for.</p> <p>Ensure effective consultation with all groups is built into the consultation process, including</p>

	<p>general improvement of the design and quality of the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen providing a distinct character and identity.</p> <p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.</p>	<p>improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance and accessibility of the streetscene in Shiregreen.</p>		<p>local faith groups</p> <p>Ensure that work is coordinated with the Shiregreen Decent Homes programme to minimise disruption for residents.</p>
<p>People of different ages</p>	<p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area.</p>	<p>According to CABE 'The Built environment can contribute to a more equal, inclusive and cohesive society if the places where we live, the facilities we use and our neighbourhoods and meeting places are designed to be accessible and inclusive (Inclusion by</p>	<p>SCC will follow and its equal opportunities policies, to look at how the needs of a range of individuals and groups can be best met and catered for.</p> <p>Possible changes to lighting will be part of the design</p>

	<p>the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen providing a distinct character and identity.</p> <p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.</p>	<p>It is likely to affect those dropping off and collecting children from school.</p> <p>However, in the long term the improvements made through the project are intended to only have a positive impact on all groups of people including young and older people, improving the design quality, appearance and accessibility and safety of the streetscene in Shiregreen.</p>	<p>Design, CABE 2008)</p> <p>Information available from Lasos indicates that 29% of those living in the Brightside Shiregreen ward are aged 50 and over. This makes up a fairly large proportion of living in the area. As such, this project is likely to have an impact on this age group.</p>	<p>process. This will lead to increased surveillance and perception of safety.</p> <p>We work with Planners and Police to ensure designs are produced that maximise safety.</p> <p>Ensure that work is coordinated with the Shiregreen Decent Homes programme to minimise disruption for residents.</p> <p>SCC and Sanctuary Housing Association will look to link in with any groups representing the elderly that are currently in operation in order to inform them of proposals</p>
<p>Other equality issues e.g. cohesion, social inclusion, carers etc.</p>	<p>Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of</p>	<p>In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on</p>	<p>According to CABE 'The Built environment can contribute to a more equal, inclusive and cohesive society if the places where we live, the facilities we</p>	<p>Ensure effective consultation with all groups is built into the consultation process</p> <p>Ensure that work is</p>

	<p>the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen providing a distinct character and identity.</p> <p>It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.</p>	<p>footways, verges, public space undergoing improvements) to those living or working in the area.</p> <p>However, in the long term the improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance and accessibility of the streetscene in Shiregreen.</p>	<p>use and our neighbourhoods and meeting places are designed to be accessible and inclusive (Inclusion by Design, CABE 2008)</p>	<p>coordinated with the Shiregreen Decent Homes programme to minimise disruption for those working in the area</p>
<p>If you have identified potential negative impact for any group please discuss with your directorate equality representative or corporate equality officer, as this may have potential legal implications for the authority. If your answer is yes then you will need to make immediate changes to address this.</p> <p>Did you or your equality rep identify any potential adverse practices?</p> <p>YES NO</p> <p style="margin-left: 150px;">✓</p>				

1. Identify what impact the policy or project has on particular groups of people

In the short term the project may cause an element of disruption (for example- a potential increase in noise, reduced accessibility on footways, verges, public space undergoing improvements) to those living or working in the area (see below Action plan for mitigation). However, in the long term the improvements made through the project are intended to only have a positive impact on all groups of people, improving the design quality, appearance and accessibility of the streetscene in Shiregreen.

Improvements delivered as part of the project include improved parking provision, better lit and safer gennels and a general improvement of the design and quality of the streetscene around Shiregreen (i.e. pavements, kerbing, grass verges) aimed to improve the neighbourhood for all those living and working in the area. The project also aims to improve the aesthetic appearance of the streets in Shiregreen, providing a distinct character and identity.

It is hoped that the improvements will improve perceptions of the neighbourhood by all groups of people and assist in strengthening the housing market in the area.

2. EIA Action Plan

In the table above (section 1 of Part 3) you identified what actions you needed to take to promote positive impacts or reduce negative impacts for all groups. Please use the plan below to record these actions and to make sure that they are specific, measurable, achievable, realistic and time bound.

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
<p>Black & Minority Ethnic people</p>	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>It will be necessary to undertake some early consultation with a wide range of residents/ stakeholders to inform the street scene designs. These are already underway and have been taking place at different times throughout the day, from morning through to early evening. It is likely that all residents will be informed and consulted upon through 'door knocking' exercises but an</p>	<p>Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)</p>	<p>Initial Consultation taken place 22nd and 23rd July 2009. Next scheduled date is 21st August 09</p>	<p>To continue throughout the life of the project as each phase begins through to completion in September 2011</p>

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
	<p>engagement plan will need to be produced to ensure that black and ethnic minorities groups within the area are targeted. Where necessary, written information (possibly in the form of flyers updating stakeholders on progress) will be made available in different languages and in a range of suitable locations.</p> <p>A record of engagement is likely to be drawn up with a contact sheet available for people to sign if they would like to find out more information about the project.</p>			
Disabled people	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>Design proposals will be produced with reference to comments by the SCC Access and Inclusion officer and SCC Highways to ensure these comply with the necessary accessibility criteria.</p> <p>It will be necessary to undertake some early consultation with a wide range of residents/ stakeholders to inform the street scene designs. A mobile consultation bus will be hired to positively engage with all people in various parts of the</p>	<p>Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)</p>	<p>Initial Consultation taken place 22nd and 23rd July 2009. Next scheduled date is 21st Aug 09</p>	<p>To continue throughout the life of the project as each phase begins through to completion in September 2011</p>

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
	<p>Shiregreen neighbourhood- this is likely to be particularly effective in targeting those with limited mobility and is intended to be accessible to all those living in the area as it will be in the area on a variety of days at a number of different times (e.g. morning, afternoon and early evening).</p> <p>NSRT will work with Sanctuary Housing Association to maximise awareness of the scheme throughout the area in order to prepare people for the scheduled work, particularly in terms of the limited accessibility to certain roads (at times). Providing information that is clear and to SCC Corporate standards will be essential.</p> <p>A record of engagement is likely to be drawn up with a contact sheet available for people to sign if they would like to find out more information about the project.</p>			
Women, Men & Transgender people	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>It will be necessary to undertake some early consultation with a wide range of residents/ stakeholders to inform the street scene designs. A</p>	Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)	Initial Consultation taken place 22 nd and 23 rd July 2009. Next scheduled date is 21 st Aug 09	To continue throughout the life of the project as each phase begins through to completion in September 2011.

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
	<p>mobile consultation bus will be hired to positively engage with all people in various parts of the Shiregreen neighbourhood- this is likely to be particularly effective in targeting hard to reach groups such as young men but is intended to be accessible to all those living in the area as it will be in operation on a variety of days at a number of different times (e.g. morning, afternoon and early evening).</p> <p>The production of a specific engagement strategy will be essential to locating further opportunities for engagement.</p> <p>A record of engagement is likely to be drawn up with a contact sheet available for people to sign if they would like to find out more information about the project.</p>			
<p>Lesbian, Gay & Bisexual</p>	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>It will be necessary to undertake some early consultation with a wide range of residents/stakeholders to inform the street scene designs. A mobile consultation bus will be hired to</p>	<p>Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)</p>	<p>Initial Consultation taken place 22nd and 23rd July 2009. Next scheduled date is 21st Aug 09.</p>	<p>To continue throughout the life of the project as each phase begins through to completion in September 2011</p>

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
	<p>positively engage with all people in various parts of the Shiregreen neighbourhood- this is likely to be particularly effective in targeting hard to reach groups.</p> <p>A record of engagement is likely to be drawn up with a contact sheet available for people to sign if they would like to find out more information about the project.</p>			
<p>Religion / belief groups</p>	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>It will be necessary to undertake some early consultation with a wide range of residents/ stakeholders to inform the street scene designs. Positively engaging with the local faith groups in the area will be an essential part of the engagement process.</p> <p>A record of engagement is likely to be drawn up with a contact sheet available for people to sign if they would like to find out more information about the project.</p>	<p>Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)</p>	<p>Initial Consultation taken place 22nd and 23rd July 2009. Next scheduled date is 21st Aug 09.</p>	<p>To continue throughout the life of the project as each phase begins through to completion in September 2011</p>

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
<p>People of different ages</p>	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>It will be necessary to undertake some early consultation with a wide range of residents/ stakeholders to inform the street scene designs. Positively engaging with groups that represent both older and younger people in the area (such as Hartley Brook school) will be an essential part of the engagement process. The mobile consultation bus should enable more effective consultation with those who may be less mobile due to their age.</p> <p>We will work with Planners and Police to ensure designs are produced that maximise safety, (appropriate for all people but especially those considered vulnerable- children and the elderly).</p> <p>A record of engagement is likely to be drawn up with a contact sheet available for people to sign if they would like to find out more information about the project.</p>	<p>Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)</p>	<p>Initial Consultation taken place 22nd and 23rd July 2009. Next scheduled date is 21st Aug 09</p>	<p>To continue throughout the life of the project as each phase begins through to completion in September 2011</p>

Group or issue	What action is required?	Who will lead?	What is the timescale?	Progress / date completed
<p>Other equality issues e.g. cohesion, social inclusion, carers etc.</p>	<p>As the project may cause an element of disruption to potentially all those living or working in the area in the short term, it will be necessary to produce a detailed schedule of works and phasing to minimise this. Close working with Sanctuary Housing Association and with officers within the Shiregreen project team will ensure that all work is coordinated with other major activities/ projects taking place in the area- e.g. Decent Homes programme.</p> <p>NSRT will work with Sanctuary Housing Association to maximise awareness of the scheme for those who have specific duties of care (e.g. SCC Social workers, carers) to inform people of potential areas of disruption during the works. This could be made available via the SCC intranet.</p>	<p>Sanctuary Housing Association/ North Sheffield Regeneration Team/ McBains Cooper (Project Manager)</p>	<p>Initial Consultation taken place 22nd and 23rd July 2009. Next scheduled date is 21st Aug 09</p>	<p>To continue throughout the life of the project as each phase begins through to completion in September 2011</p>

3. Once you've completed the Full EIA

- **The officer responsible for signing off EIAs in your directorate will need to see a final copy of the EIA and any associated reports (e.g. Cabinet Reports) which it refers to, so that they can formally approve and sign it off. Please provide electronic copies if requested.**
- **For Cabinet reports, Band As/Bs and other projects requiring reports - bring together a very brief summary of the most important aspects of the EIA and add it to the report in the section titled 'Equality of Opportunity Implications'.**
- **Please keep the completed EIA form and monitor actions appropriately. Directorate / Corporate equality representatives/officers may ask you to provide evidence that you have done this.**
- **Make sure that everyone who needs a copy of the EIA has one (e.g. officers working towards action points; project steering groups; equality representatives from other directorates, if the EIA concerns from outside your own directorate)**

Date EIA form completed:

Equality Impact Assessment

Signed (Officer completing the form):	Date:
Signed (EIA Responsible Officer for Directorate):	Date: