

Equality Impact Assessment

1. Under s.149 of the Equality Act 2010, when making decisions, Epping District Council must have regard to the Public Sector Equality Duty, ie have due regard to:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy or change.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. All **Cabinet, Council, and Portfolio Holder reports must be accompanied by an EqIA**. An EqIA should also be completed/reviewed at key stages of projects.
8. To assist you in completing this report, please ensure you read the guidance notes in the Equality Analysis Toolkit and refer to the following Factsheets:
 - Factsheet 1: Equality Profile of the Epping Forest District
 - Factsheet 2: Sources of information about equality protected characteristics
 - Factsheet 3: Glossary of equality related terms
 - Factsheet 4: Common misunderstandings about the Equality Duty
 - Factsheet 5: Frequently asked questions
 - Factsheet 6: Reporting equality analysis to a committee or other decision-making body

Section 1: Identifying details

Your function, service area and team: Housing Development Team

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team: None

Title of policy or decision: **Policy for Licencing and Grant of Permanent Rights of Way/Access for the Council House Building Programme**

Officer completing the EqlA: **James Shutt, Tel: ext. 4746**
Email: jshutt@eppingforestdc.gov.uk

Date of completing the assessment: **26th August 2020**

Section 2: Policy to be analysed

2.1	<p>Is this a new policy (or decision) or a change to an existing policy, practice or project?</p> <p>A new policy.</p>
2.2	<p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <p>(1) To adopt a new policy for Licencing and Grant of Permanent Rights of Way/Access for the Council House Building Programme</p> <p>(2) To carry out audit and review of the current licencing arrangements and fees charged.</p> <p>(3) To create and maintain a central database and notification system for issued licences, and sale agreements for permanent rights of way/accesses.</p> <p>(4) To carry out annual monitoring and review of licences, and regular site inspections to regulate and prevent the creation of unauthorised rights of way/accesses</p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?</p> <p>To formalise the process and manage the right of way/access thus preventing the appropriation of council land, preventing the unauthorised uses of these routes and minimising the potential for anti-social behaviour in those areas, some of which are secluded.</p>
2.3	<p>Does or will the policy or decision affect: potential</p> <ul style="list-style-type: none">• service users

	<ul style="list-style-type: none"> • employees • the wider community or groups of people, particularly where there are areas of known inequalities? <p>Service users and local communities will potentially benefit from this policy change.</p> <p>Will the policy or decision influence how organisations operate? Council officers will manage the right way/access in accordance with this policy, thus ensure consistency of process with the beneficial impact to those households and communities.</p>
2.4	<p>Will the policy or decision involve substantial changes in resources? No, but it is anticipated that the adoption of this policy, as indicated above, will ensure a consistent approach in managing this area of work.</p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>If adopted, it expected that this policy will reduce the unauthorised use of the right of way/access, minimise the potential risk of the appropriation of Council land which may impact the Council Housebuilding programme and the amount of compensation paid, finally, the possible reputational damage and anti-social behaviour issues that may occur if not managed effectively.</p>

Section 3: Evidence/data about the user population and consultation¹

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified?</p> <p>This Policy will ensure that relevant residents are able to obtain rights of way /access either by licence or purchase and are able to access their properties within the prescribed legal framework; by achieving this, community tension that may arise if not properly managed is controlled.</p>
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3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p>Not necessary now.</p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary:</p> <p>We will review and consult with identified residents affected by Council House Building development as necessary. However, consultation may not be required since this policy is limited to those households and communities with such rights of way/access or affected by them.</p>

Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Age	Neutral	Low
Disability	Neutral	Low
Gender	Neutral	Low
Gender reassignment	Neutral	Low
Marriage/civil partnership	Neutral	Low
Pregnancy/maternity	Neutral	Low
Race	Neutral	Low
Religion/belief	Neutral	Low
Sexual orientation	Neutral	Low

Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqIA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No X <input type="checkbox"/>	
		Yes <input type="checkbox"/>	If ' YES ', use the action plan at Section 6 to describe the adverse impacts and what mitigating actions you could put in place.

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.
None		

Section 7: Sign off

**I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)**

Signature of Head of Service: Deborah Fenton

Date: 26.08.2020

Signature of person completing the EqIA:

Date:

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqIA you undertake to the director responsible for the service area. Retain a copy of this EqIA for your records. If this EqIA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.