

Equality Impact Assessment

Section 1: Identifying details
Your function, service area and team: Interim Assistant Director, Planning Policy
If you are submitting this EqIA on behalf of another function, service area or team, specify the originating function, service area or team: n/a
Title of policy or decision: Epping Forest District Council response to Chelmsford city Council's Local Plan Pre Submission Document (Regulation 19) and Brentwood Borough Council Draft Local Plan Regulation 18 Preferred Site Allocations
Officer completing the EqIA: A Blom-Cooper Tel: 01992 564066 Email: ablomcooper@eppingforestdc.gov.uk
Date of completing the assessment: 7 March 2018

Section 2: Policy to be analysed	
2.1	Is this a new policy (or decision) or a change to an existing policy, practice or project? Yes
2.2	Describe the main aims, objectives and purpose of the policy (or decision): The Chelmsford City Council Local Plan Pre Submission Document (Regulation 19) 2018 sets out the proposals for development in the District up to 2036 and t The Brentwood Borough Council Draft Local Plan Regulation 18 Preferred Site Allocation sets out the proposals for development in the District up to 2033 What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? An agreed response to the publication of the Chelmsford City Council's plan and Brentwood Borough Council's consultation
2.3	Does or will the policy or decision affect: <ul style="list-style-type: none"> • service users • employees • the wider community or groups of people, particularly where there are areas of known inequalities? An Equality Impact Assessment should be prepared for both Plans Will the policy or decision influence how organisations operate? No
2.4	Will the policy or decision involve substantial changes in resources? No

2.5	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? No
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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	What does the information tell you about those groups identified?
3.2	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?
3.3	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: Brentwood Borough Council are obliged to undertake an Equality Impact Assessment to support their Regulation 19 Local Plan – the next stage in plan making and Chelmsford City Council have prepared and Equality Impact Assessment for their Plan in November 2017.

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 – no impact	
Disability	Neutral – no impact	
Gender	Neutral – no impact	
Gender reassignment	Neutral – no impact	
Marriage/civil partnership	Neutral – no impact	
Pregnancy/maternity	Neutral – no impact	
Race	Neutral – no impact	
Religion/belief	Neutral – no impact	
Sexual orientation	Neutral – no impact	

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 <input checked="" 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.
n/a	n/a	n/a

Section 7: Sign off

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

Signature of Head of Service: Derek Macnab	Date: 9 March 2018
Signature of person completing the EqIA: Alison Blom-Cooper	Date: 7 March 2018

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.