

## Equality Impact Assessment

<b>Section 1: Identifying details</b>
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: <b>Epping Forest District Council's response to the Draft Epping Town Neighbourhood Plan regulation 14 consultation</b>
Officer completing the EqIA: William Marr-Heenan Tel: 01992 564095 Email: wmarrheenan@eppingforestdc.gov.uk
Date of completing the assessment: 24 July 2018

<b>Section 2: Policy to be analysed</b>	
2.1	Is this a new policy (or decision) or a change to an existing policy, practice or project? <b>Yes</b>
2.2	Describe the main aims, objectives and purpose of the policy (or decision): <b>The Draft Epping Town Neighbourhood Plan sets out planning policies which will influence future developments within the designated neighbourhood area of Epping. The Council's response to the draft NP is part of the statutory process. The Epping Town Neighbourhood Plan, once 'made', will form part of the Council's Development Plan.</b>  What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? <b>An agreed Council response to the Draft Epping Town Neighbourhood Plan regulation 14 consultation to ensure that the Neighbourhood Plan, when submitted for examination, meets the basic conditions, has regard to national planning policy and is in general conformity with the strategic policies in the District's Local Plan.</b>
2.3	Does or will the policy or decision affect: <ul style="list-style-type: none"> <li>• service users</li> <li>• employees</li> <li>• the wider community or groups of people, particularly where there are areas of known inequalities?</li> </ul> <p><b>It will affect the community of Epping. As part of the preparation of the plan, Epping Town Council have engaged with the community of Epping, and further consultation will be undertaken. Following submission of the final</b></p>

	<p><b>plan, in the event of a positive recommendation from an independent examiner (without or without proposed modifications) and a subsequent decision by the Council that the neighbourhood plan meets the basic conditions, a referendum will be held at which a majority must approve the Plan before it can formally be made by the Council.</b></p> <p>Will the policy or decision influence how organisations operate?  <b>Yes. Once ‘made’ the Council will need to apply policies in the Neighbourhood Plan in determining relevant planning applications.</b></p>
2.4	<p>Will the policy or decision involve substantial changes in resources?  <b>No</b></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?  <b>Once ‘made’, the Neighbourhood Plan will form part of the Council’s Development Plan and has the same weight as the District’s Local Plan.</b></p> <p><b>The consultation and examination process will ensure that the policies in the final Neighbourhood Plan, once ‘made’, will be in general conformity with the strategic policies in the District’s Local Plan.</b></p>

### **Section 3: Evidence/data about the user population and consultation<sup>1</sup>**

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?  <b>N/A</b></p>
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?  <b>N/A</b></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><b>As part of the preparation of the plan, Epping Town Council have engaged with the community of Epping, and further consultation will be undertaken to understand how the policies in the plan affect the community of Epping. Following submission of the final plan, in the event of a positive recommendation from an independent examiner (without or without proposed modifications) and a subsequent decision by the Council that the</b></p>

	<p><b>neighbourhood plan meets the basic conditions, a referendum will be held at which a majority must approve the Plan before it can formally be made by the Council.</b></p> <p><b>The Council has engaged constructively with Epping Town Council and provided the Town Council with advice and assistance in the preparation of its neighbourhood plan in accordance with its statutory duties and will continue to provide such advice and assistance.</b></p>
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## 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 <b>'YES'</b> , use the action plan at <b>Section 6</b> 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:	Date:
Signature of person completing the EqIA: Alison Blom-Cooper	Date: 24 July 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.