

Report to the Cabinet

Report reference: C-022-2022/23

**Date of meeting: 07 November
2022**

Portfolio: Planning & Sustainability – Cllr. Bedford

Subject: Latton Priory Masterplan Allocation Site

Responsible Officer: Nigel Richardson / Ione Braddick (01992 564 110).

Democratic Services: Adrian Hendry (01992 564246).



**Epping Forest
District Council**

Recommendations/Decisions Required:

- (1) To approve the draft Latton Priory Strategic Masterplan Framework and commencement of the public consultation for the Latton Priory Strategic Masterplan Area allocation identified as SP 5.1 in the Local Plan Submission Version 2017**
- (2) To note that the staged public consultation will take place over a minimum of six weeks from mid-November 2022 and will run through December 2022. It will be planned to allow the widest possible contribution and taking into account the Christmas / New Year period.**
- (3) To note that a further update will be provided to share the results of the public consultation, any updates to the masterplan and/or framework document to reflect consultation and to endorse the masterplan, so that it can be given appropriate weight as a material planning consideration in the determination of future planning applications.**

Executive Summary:

The development of the Latton Priory Strategic Masterplan Framework (SMF) responds to EFDC's Local Plan Submission Version 2017 (LPSV) Policy SP 4 Development & Delivery of Garden Communities in the Harlow and Gilston Garden Town and Policy SP 5 Garden Town Communities, and SP 5.1 Latton Priory Masterplan Area allocation.

The Harlow and Gilston Garden Town aims to coordinate and enable delivery of 16,000 homes by 2033, along with associated infrastructure, in and around Harlow, East Herts and Epping Forest Districts, delivering the Garden Town Vision, principles and guidance that has been agreed by the five partner councils. 3,900 of these homes are allocated within Epping Forest District, making up over a third of the District's allocated housing to be built to the TCPA's Garden City Principles.

Latton Priory Masterplan Area located within the Parish of North Weald Bassett. It is bounded to the north by the border between Epping Forest District and Harlow District. The masterplan is allocated for a minimum of 1,050 homes, primary and secondary schools, 1ha of employment land, 0.5ha for up to 5 Gypsy & Travellers

pitches, a vibrant local centre and community facilities. The masterplan will also feature extensive green and blue infrastructure to promote natural and sustainable drainage and improved biodiversity, along with a large Suitable Alternative Natural Green space (SANG) to the south east of the site to improve biodiversity and alleviate mounting pressure on the EFDC Special Area or Conservation (SAC).

The site promoters for Latton Priory Commercial Estates Group (CEG) and Hallam Land, have been engaging with EFDC officers since 2018 in the development of the Latton Priory SMF following the Strategic Masterplanning Briefing Note, which was agreed by the Council's Cabinet in October 2018. This document sets out the requirement for the endorsement of Strategic Masterplans and Concept Frameworks as allocated in the emerging LPSV.

The applicants have engaged with EFDC's Implementation Team and HGGT partner officers through masterplanning workshops and document review, and the masterplan proposals have been reviewed by the Quality Review Panel three times (Oct 2018, April 2019, July 2022).

As part of the HGGT partnership agreement the development of the Latton Priory Masterplan has been developed in consultation with ECC and HDC. There remain some outstanding issues yet to be resolved within the document, and which are not yet agreed by EFDC and HGGT partners with the applicant (further detail below). It should therefore be noted that the agreement for consultation on the draft Strategic Masterplan Framework should not be taken as tacit approval of all elements within the draft document. However officers are confident that at this stage of the Masterplanning process the Strategic Masterplan Framework fulfils the intentions of the EFDC LPSV and Strategic Masterplanning Briefing Note (2018) in enabling meaningful public consultation, and could lead to high quality development.

Reasons for Proposed Decision:

To ensure that members are kept fully up to date on the progress of Masterplans and Concept Frameworks and other major proposals being promoted within the District.

To comply with the Council's general obligations as a local planning authority and the requirements set out in national planning guidance.

Other Options for Action:

N/A

Report

Introduction

1. The Latton Priory Masterplan Area is located to the south of Harlow immediately outside the urban area, within the administrative area of EFDC. It is located in Hastingwood, Matching and Sheering Village Ward and North Weald Bassett Parish.
2. The site is allocated as one of three Garden Town Communities in the emerging Epping Forest Local Plan and is one of a number of strategic allocations in and around Harlow collectively forming the Harlow and Gilston Garden Town. The EFDC Local Plan is in late examination stage, and so therefore its policies carry significant weight.

3. The emerging local plan Policy SP5 (Garden Town Communities) envisages that the Latton Priory site will deliver a minimum of 1,050 homes, 1ha of employment land, up to 5 traveller pitches and a range of infrastructure and facilities including, amongst others, a primary school, a secondary school (or an all-through school), sustainable drainage systems, suitable alternative natural greenspaces (SANGs), a local centre, and a sustainable transport corridor connecting the site to Harlow centre and beyond.
4. To ensure a comprehensive and cohesive approach is taken to the planning and delivery of development and infrastructure on site, the emerging local plan requires a strategic masterplan to be produced for the Latton Priory site (and for other strategic allocations). The Strategic Masterplanning Briefing Note 2018 was endorsed by the Council's Cabinet in October 2018. This document sets out the requirement for the endorsement of Strategic Masterplans and Concept Frameworks as allocated in the emerging Local Plan Submission Version 2017 (LPSV). This requirement is set out in the preamble to Policy SP 3 Place Shaping and in the place specific policy relating to Latton Priory (Policy SP 5.1).
5. The strategic masterplan for Latton Priory will need to adhere to the place-shaping and development principles set out under Policy SP3 (place-shaping), as well as the Harlow and Gilston Garden Town Vision and Design Guide, HGGT Transport Strategy and HGGT Sustainability Guidance and Checklist (these are material planning considerations). The Transport Strategy sets out the objective that 60% of all trips starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes.

Design Code

6. EFDC have been awarded £120,000 funding from the DLUHC Pathfinders project to produce an authority-led design code for the Latton Priory Masterplan Area. The design code will be produced by the EFDC Implementation Team with collaboration and specialist input as required, over the course of 12 months. Content will build on the parameters and principles set out in the SMF and will incorporate key aspects of the HGGT Vision, including modal shift and green infrastructure. In line with the National Model Design Code, community and local stakeholder engagement will help to promote provably popular design and to ensure a wide range of stakeholder input in shaping the new community. It is intended that the resulting design code will secure design quality on future planning applications for the masterplan area as well as providing a benchmark for quality and coding process for other EFDC and HGGT masterplans.

Masterplanning and Engagement process

7. During 2018-2020 several meetings and workshops have been held between key stakeholders including EFDC, the main site promoters (CEG and Hallam Land) and ECC (Highway and Education), and HDC (neighbouring authority and part of the Garden Town and location of Sustainable Transport Corridor). The site has previously undertaken two reviews by the QRP, the first in October 2018, with a second review in April 2019.
8. Public engagement was undertaken by the applicant team in summer/ autumn 2019, including topic-based stakeholder workshops and pop-up stands. Summary of key themes from this public engagement (Sept 2019) include:

- Sustainable movement and transport
- Nature, green and open spaces, landscape and water
- Community services and facilities and well-designed homes

9. As part of the EFDC Local Plan examination, further work was requested to be undertaken by the LP Inspector on the potential requirement for an access/ link road to Latton Priory. The Latton Priory Access Road Study (PJA, 2020) provided sufficient evidence to point to a need for an east-west link road from Latton Priory Masterplan Area to London Road (B1393). This has been agreed by HGGT partners. The Latton Priory Access Road Study can be viewed in full online as part of the LPSV evidence base:

<https://hgggt.co.uk/wp-content/uploads/2020/12/04777-R-02-D-Latton-Priory-Project-Report-REV-5.pdf>

<https://www.efdclocalplan.org/wp-content/uploads/2021/07/EB1420B-LP-Access-Strategy-Assess-Report-Appendix-A.pdf>

10. The masterplan has been to three Quality Review Panel's (QRPs), a key aspect of quality assurance and independent critical friend advice, from an expert panel of built environment practitioners.

11. Summary of comments from first QRP (October 2018):

- The need to maintain a 'building line' approximately along line where the site starts to gently drop towards Harlow;
- The need to extend the current green wedge which is one of the original guiding principles established by Sir Frederick Gibberd's masterplan for Harlow;
- The need to incorporate a sustainable transport corridor and a transport 'microhub' which underpins the 60% modal shift that is required to achieve a more sustainable travel pattern for future residents;
- The requirement for a new link road off London Road to the east of the site, which will act as the main vehicular access to the site;
- Location and specifications for the new primary school, secondary school and the local centre, in relation to the site's topography, access points and character areas, and the interrelationship of these key pieces of infrastructure;
- Requirements for suitable alternative natural green space (SANGS) as an alternative to Epping Forest, and how this can and should be accommodated across the site.

12. Summary of comments from second QRP (April 2019):

- Masterplan should be more reactive to the existing topography and respond better to the edge conditions of no-build line, green wedge and neighbouring settlements;
- The applicant should explore different models of stewardship and the panel highlights how securing stewardship arrangements will be crucial for the success of Latton Priory
- The importance of the Sustainable Transport Corridor (STC) to the success of the masterplan in terms of modal shift, and need to understand delivery, including interim arrangements.

- Concern about the number of car parking spaces and following ECC parking standards, particularly in the local centre.
- More clarity sought on pedestrian and cycle routes and how they connect to the wider mobility network;
- Further work needed on look, function and feel of local centre, crucial to its success;
- Green spaces should enhance ecology as well as education, production and entertainment. The Panel also recommended green spaces in areas of higher densities for amenity and inclusion of more informal “door-step” play and amenity spaces.

13. Summary of comments from third QRP (July 2022):

- Massing, layout and development density where the panel noted density should be sufficient to maintain vitality, jobs and promote a sense for the new neighbourhoods being created
- Modal Shift where the panel commended the approach to modal shift and recognises that car parking has been reduced, however it suggests that this can go further.
- Placemaking, character and quality where the panel commended the development for the option for the local centre, however the panel mentioned that further analysis on economic sustainability is needed.
- Connectivity and routes. The panel noted that the masterplan should be more outward looking. The panel also suggested that the routes should be more differentiated.
- The removal of Dorrington Farm from the masterplan. The panel commented on the potential connectivity issues this might bring and further exploration was recommended.
- Sustainable design. The panel would like to see more detail on sustainable aspiration, embodied carbon and renewables.

14. The Latton Priory site promoter team have been engaging the local communities since 2013. A short resume of the consultation activities the site promoters have engaged is as following:

2013: three public engagement sessions that included North Weald Bassett Parish Councillors, EFDC officers, Harlow council officers, local schools, Epping Society, City of London Corporation as well as various residents associations and other organisation such as the Harlow Chamber of Commerce.

2014: five public engagement sessions that included North Weald Bassett Parish Council, EFDC and Harlow Council Officers, local schools, Harlow business groups and resident associations.

2015: two engagement events that included Harlow Council Leader Cllr Clempner and an exhibition at Harlow Business Exhibition Centre.

2016: Mailing of a regeneration and renewal leaflet to EFDC Cllrs, Harlow Cllrs, ECC and North Weald Basset PC.

2017: One team engagement session with Statutory Consultees.

2018: One team engagement session with Statutory Consultees.

2019: Exhibitions and stakeholder workshops held at two different sites with invitations extended to several EFDC, Harlow and ECC councillors and officers, community groups, North Weald Bassett PC, schools, residents associations and other stakeholders.

15. The masterplan has been developed in a comprehensive manner and it includes the whole allocation area spanning across different land ownerships. Recently, the Dorrington Farm owners their land from the development of the Latton Priory masterplan. The site promoters and design team have provided the council with satisfactory options to ensure that the masterplan can be delivered around this landholding (local plan employment allocations RUR.E19A / RUR.E19B).
16. A HGGT Member Briefing took place on Wed 12th Oct, with invites to HGGT Board Members, EFDC and HDC Cabinet members and relevant local ward and parish councils in both Epping Forest and Harlow Districts. The Local Planning Authority and applicant team presented the draft masterplan and consultation plan. Members were then invited to ask questions or provide comments on the presentations. These included queries on further incorporation of digital and broadband connectivity, to homes and streets; concern regarding minimum site capacity figures and need for the increased site capacity proposed; queries regarding Rye Hill Road (it's closure or measures to be incorporated); concern over lack of engagement with North Weald Parish Council; concern over the indicative phasing plan and connecting link road to London Road, in relation to construction traffic and general traffic; concern over consultation timing in relation to the EFDC Local Plan Main Modifications consultation. Responses to these have been picked up in the draft SMF and consultation plan where possible and have been noted in the summary note of the Member Briefing which has been circulated to briefing invitees.

Strategic Masterplan Framework

17. The draft SMF proposed to be taken to public consultation is enclosed at Appendix A and is commented upon as follows:

Placemaking

18. The masterplan has been developed observing EFDC's LPSV Policy SP 3 Place Shaping where emphasis has been given to ensure generous, well connected and biodiverse rich green space provision with a sense of place/ identity. The masterplan will be well connected through a hierarchy of streets, walking paths and cycle lanes along rich green and blue infrastructure features to the local centre that will host community facilities, retail and service opportunities as well as schools and a sustainable movement hub.

Transport

19. EFDC LPSV Policy SP 4 and the endorsed HGGT Transport Strategy describes the provision of integrated and sustainable transport systems for the Harlow and Gilston area that puts walking, cycling and public transport networks and connections at the heart of growth in the area to create a step change in modal shift. Sustainable Transport provision is required to be at the centre of the development of the masterplan. The Latton Priory masterplan provides for a Sustainable Transport Corridor (STC) and associated mobility hub at the local centre. From there, residents will be able to access a rapid transit bus service that will connect to Harlow Town

Centre and beyond to Gilston, Water Lane area, East of Harlow and the New Princess Alexandra Hospital, along with direct and accessible cycling and walking routes. Currently EFDC HGGT partners and site promoters are working on the STC Connector Route Study project that will seek to establish early design options for a feasible route for the 'STC Connector' from Latton Priory to Commons Road. Additionally, EFDC is working together with Essex County Council and the Land promoters of Latton Priory Masterplan and North Weald Bassett Masterplan to explore a new bus route that will connect North Weald Bassett with the school provision at Latton Priory. Commitments to the delivery of both on-site and off-site transport infrastructure to ensure modal shift are required to be set out in the Strategic Masterplanning Framework document and must be considered through the phasing and construction/ delivery of the proposal.

Green Infrastructure

20. The Latton Priory Masterplan is a landscape-led development that will provide large areas of SANG together with Blue and Green Infrastructure features that will enhance biodiversity and the natural environment following EFDC Local Plan SV Policies SP 3, SP 6 and SP 7 as well as the EFDC Green Infrastructure Strategy which sets out SANG requirements for Latton Priory. The masterplan will also provide residents with a wide range of amenities ranging from a vibrant local centre provision with access to community facilities and service/retail opportunities as well as dedicated areas for play, food growing and community gardening.

Local centre and social facilities

21. The Latton Priory Masterplan provides a Local Centre following EFDC LPSV Policy SP 5. The local centre will provide:
- Community facilities
 - A two-form entry primary school with early years facilities
 - At least 10Ha of land to accommodate a secondary school
 - Employment space for retail/service facilities, office space, flexible working space
 - Community facilities
 - Mobility Hub with access to EV charging points, cycle hire, cycle repair shop, car club and access to the STC rapid bus service terminus.

Sustainability

22. The Latton Priory Masterplan will be a sustainably connected new neighbourhood with safe, direct and attractive cycle routes integrated within the network of roads, green fingers and open space which link key facilities within the site and further afield, including Harlow Town centre. The development of the masterplan has observed the following documents: EFDC Sustainability Guide and Checklist, HGGT Sustainability Guidance and Checklist and the EFDC Green & Blue Infrastructure Guide. This has indicated that further work on energy, utilities and digital infrastructure needs to be provided to ensure that this is secured at masterplanning stage. Orientation and form also need to be considered at the masterplanning level in relation to solar gain, walkability, and densities, which all attribute to holistic sustainable development. Further work on the approach to Stewardship, to ensure that it is community-led and focused, and address key principles and objectives of the Garden Town, also needs to be expanded upon.

Gypsy and traveller pitches

23. Following the EFDC LPSV policies H 4 and SP 4 the masterplan will provide 0.5ha for up to 5 Travellers pitches.

Housing numbers and tenure

24. The masterplan has a capacity for a minimum of 1,050 dwellings in alignment with the LPSV. While the masterplan allows the potential for increases in this number to be explored, any increase in the site capacity at the Latton Priory site will need to be fully assessed in terms of traffic impacts (both as a result of this site and when considered in combination with the quantum of development proposed across the entire Garden Town) and by reference to the Habitat Assessment Regulations with regards to the potential impact on air quality Epping Forest SAC.

25. Housing tenure is stated as being targeted to be in accordance with the LPSV with a position of 40% affordable housing sought.

Conclusion

26. As part of the HGGT partnership agreement the development of the Latton Priory Masterplan has been developed in consultation with ECC and HDC. In conclusion, there remain some outstanding issues yet to be resolved within the document, and which are not yet agreed by EFDC and HGGT partners with the applicant. It should therefore be noted that the agreement for consultation on the draft Strategic Masterplan Framework should not be taken as tacit approval of all elements within the draft document. However, officers are confident that at this stage of the Masterplanning process the Strategic Masterplan Framework fulfils the intentions of the EFDC LPSV and Strategic Masterplanning Briefing Note (2018) in enabling meaningful public consultation, and could lead to high quality development, supporting the following EFDC LPSV strategic policies:

- **Policy SP 1** – Presumption in favour of sustainable development
- **Policy SP 3** – Place Shaping
- **Policy SP 4** – Development and delivery of Gardens Communities in the Harlow and Gilston Garden Town
- **Policy SP 5** – Garden Town Communities
- **Policy SP 6** – Green Belt and District Open Land
- **Policy SP 7** – The Natural Environment, Landscape Character and Green and Blue Infrastructure

27. Further guidance documents observed:

- EFDC Green & Blue Infrastructure Strategy
- EFDC Statement of Community Involvement
- EFDC Endorsed Strategic Masterplanning Briefing Note
- EFDC Infrastructure Delivery Plan
- HGGT Vision
- HGGT Design Guide
- HGGT Sustainability Guidance & Checklist
- HGGT Transport Strategy
- HGGT Communication & Engagement Strategy
- HGGT How to Guide for Planning Obligations, Land Value Capture & Viability
- HGGT Latton Priory Access Strategy Study
- HGGT Infrastructure Delivery Plan

Proposed Consultation

28. The promoters consultation strategy is being prepared in detail with the local authority. The draft Strategic Masterplan Framework document 6-week consultation plan currently includes:
- Pre-consultation member briefing (held on 12th October, summary below)
 - Meeting with North Weald Bassett Parish Council & Neighbourhood Plan team
 - Online consultation portal, providing independent website and feedback gathering tool.
 - Council's website signposting to the consultation portal
 - Mailshot to 3720 local households and community and statutory stakeholders, informing them of the consultation (and providing advice on how to take part if not digitally able) – this includes homes within both Epping Forest and Harlow District.
 - HGGT Newsletter inclusion
 - Press release by relevant authorities
 - Pop up exhibition panel hosted in Council building(s) with printed copy of SMF and paper copy questionnaires for completion/ collection.
 - Questionnaire – available on the online portal and paper copies available.
29. It is noted that the draft Strategic Masterplan Framework consultation (mid-November to December/ early Jan) will likely overlap with the EFDC Local Plan further main modifications consultation (late October – early December) and that this may impact some communities in terms of consultation confusion or fatigue at a busy festive time of year. Therefore it is suggested that targeted consultation events are held with those impacted, for example North Weald Parish Council, to allow for ease of response.

Programme

30. The programme towards endorsement of the Masterplan is as follows:
- Nov 2022 – Cabinet decision to commence formal public consultation
 - Nov – Dec 2022 – minimum six-week public consultation
 - Jan 2023 – Feb 2023 – Post consultation revision and finalisation of SMF
 - March 2023 – HGGT Member Briefing
 - April 2023 – EFDC Cabinet for endorsement of Latton Priory SMF

Resource Implications:

As set out in the 18 October 2018 Cabinet Report, the successful delivery of the Garden Town and the other strategic sites within Epping Forest District will require considerable commitment of officer time from EFDC. The noting of the contents of this report do not give rise to additional resource implications.

Legal and Governance Implications:

The work on Strategic Masterplans has been developed in accordance with Government policy (NPPF and NPPG) and Planning Law

Safer, Cleaner and Greener Implications:

The Local Plan contains a policy designed to promote the notion of making good places to live, work and visit. This will include safer by design principles, sustainable development, the provision of alternatives to the car, energy efficiency and environmental considerations as well as sustainable drainage systems and quality green infrastructure. Strategic Masterplans and Concept Framework Plans will be the mechanism for these place-making measures to be delivered in identified Masterplan Areas.

Consultation Undertaken:

n/a

Background Papers:

n/a

Risk Management:

If the Council was not to take a pro-active stance on the delivery of Masterplans and major applications arising from the Local Plan, there is a real risk of development occurring of a type that does not extract maximum value for the provision of social infrastructure and poor quality development may occur.

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: Planning Service
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: Progress of Strategic Masterplans & Planning Performance Agreements
Officer completing the EqIA: Rick Schunemann Tel: 07859926352 Email: rschunemann@eppingforestdc.gov.uk
Date of completing the assessment: 21/09/2022

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? No
2.2	Describe the main aims, objectives and purpose of the policy (or decision): The report is to seek approval from cabinet members to take the Latton Priory Strategic Masterplan Framework for official 6 week public consultation. What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? To brief members of the masterplanning process for the Latton Priory strategic allocation and to gain approval to go to official 6-week public 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? <p>Not directly but supports the development identified within the LPSV</p> <p>Will the policy or decision influence how organisations operate? No</p>
2.4	Will the policy or decision involve substantial changes in resources?

	No, the report is for information only
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? It is associated to LPSV policies SP3 and SP5. Approval for consultation should not have any adverse effect on other Policies

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? N/A
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>The groups mentioned in 2.3 have been consulted previously and we will seek updated views and if necessary the view will inform changes to the Latton Priory SMF.</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>Informal public consultation on Latton Priory has taken place in 2018 and 2019. This will be the first time the Implementation Team is seeking approval from Cabinet to go to formal 6-week public consultation. Should approval be gained at this Cabinet meeting, public consultation would take place from the first week of November 2022 and run for six weeks.</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	None	N/A
Disability	None	N/A
Gender	None	N/A
Gender reassignment	None	N/A
Marriage/civil partnership	None	N/A
Pregnancy/maternity	None	N/A
Race	None	N/A
Religion/belief	None	N/A
Sexual orientation	None	N/A

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

Signature of Head of Service: Nigel Richardson

Date: 26/08/22

Signature of person completing the EqIA: Rick Schunemann

Date: 26/09/22

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.