

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: Appoint Dixon Searle Partnership LLP for Stage Two of the Viability Study required to support the preparation of the Local Plan

Officer completing the EqIA: A Blom-Cooper Tel: 01992 564066 Email: ablomcooper@eppingforestdc.gov.uk

Date of completing the assessment: 2 August 2017

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	<p>Describe the main aims, objectives and purpose of the policy (or decision): To commission Stage Two of the Viability Study that will support the development of the Local Plan. The Viability Study will demonstrate that the Local Plan is viable and deliverable, alongside informing key decisions such as the choice of sites, affordable housing provision and infrastructure needs for the Pre-Submission Plan and therefore is a key tenet of the Council's evidence base.</p> <p>What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? Successful appointment of Dixon Searle Partnership LLP to undertake Stage Two of the Viability Study.</p>
2.3	<p>Does or will the policy or decision affect:</p> <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>No</p> <p>Will the policy or decision influence how organisations operate? No</p>
2.4	<p>Will the policy or decision involve substantial changes in resources? No</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>The decision is associated with the development of the Local Plan. The production, adoption and implementation of the Local Plan is a Corporate priority. It is therefore in line with corporate interests to have an adopted Local Plan which needs to be supported by viability evidence.</p>
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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	<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>The Local Plan has a schedule of community engagement therefore it is not considered necessary or appropriate to undertake separate consultation for the purpose of this decision.</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 – 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:	Date:
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.