

Equality analysis report

Use this report template to record your equality analysis. This report is a written record that demonstrates that you have shown *due regard* to the need to **eliminate unlawful discrimination, advance equality of opportunity and foster good relations** with respect to the personal characteristics protected by equality law. Due regard must be paid at formative stages of policy or service development, changes, or withdrawal.

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

If you require further help, please contact the Performance Improvement Unit.

Step 1. About the policy, service change or withdrawal

Name of the policy, service or project: <i>be specific</i>	Release of Covenants and appropriation of land – Hillhouse
Revised / new / withdrawal:	New
Intended aims / outcomes/ changes:	For the purpose of the development of EFDC and ECC land to provide a new Leisure Centre, Independent Living Scheme for older people and Health Centre.
Relationship with other policies / projects:	EFDC Epping Forest Tenant Census 2014 Report EFDC Strategic Housing Market Assessment EFDC Housing Allocations Scheme – the Council’s policy for assessing need and priority for council housing accommodation. HRA Business Plan 2016 – the housing register is assessed and housing need is reflected in the new build plans EFDC Combined Policies Local Plan 1998 alterations 2006 – plans for EFDC community infrastructure and future development to meet the needs of the local population and improve resources. Epping Forest Draft Local Plan 2016 BGP1 Housing Background Paper
Name of senior manager for the policy / project:	Alan Hall, Director of Communities
Name of policy / project manager:	Alan Hall, Director of Communities
Other relevant documentation:	ONS Census Data 2011 ONS Subnational population projections for England 2012 – based on 2011 Census

	<p>Strategic Housing Market Assessment for West Essex & East Herts 2015</p> <p>ECC Independent Living Programme Position Statement</p> <p>Epping Forest District Council Draft Local Plan – Draft Infrastructure Deliver Plan</p> <p>Secure by Design</p> <p>ECC Development Management Policies (to be read in conjunction with,</p> <p>The Urban Place Supplement;</p> <p>The Essex Design Guide,</p> <p>Parking Standards Design and Good Practice.</p> <p>ECC Development and Public Rights of Way</p> <p>Essex coalition of disabled people (ECDP) http://www.ecdp.org.uk/ & http://www.bluebadgestyle.com/</p> <p>Government-equalities-office & Providing services for transgender customers a guide</p> <p>https://www.iser.essex.ac.uk – The Institute for Economic and Social Research & https://www.iser.essex.ac.uk/research/publications/working-papers/iser/2014-02.pdf</p>
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Step 2. Decide if the policy, service change or withdrawal is equality relevant

<p>Does the policy / project / service process involve, or have consequences for employees or other people? If yes, please state who will be affected. If yes, then the policy / project is equality relevant.</p> <p>If no, state your reasons for this decision. Go to step 7.</p> <p><i>The majority of Council policies and projects are equality relevant because they affect employees or our communities in some way.</i></p>	<p>If yes, state which protected groups:</p> <ul style="list-style-type: none"> Age Disability Gender reassignment Pregnancy and maternity <p>If no, state reasons for your decision:</p>
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Step 3. Gather evidence to inform the equality analysis

What evidence have you gathered to help you understand the impact of your policy or service change or withdrawal on people? What does your evidence say about the people with the protected characteristics? If there is no evidence available for any of the characteristics, please explain why this is the case, and your plans to obtain relevant evidence. Please refer to Factsheet 2 ‘Sources of evidence for the protected characteristics’

Characteristic	Evidence (name of research, report, guidance, data source etc)	What does this evidence tell you about people with the protected characteristics?
Age	Demographic Information in Local Plan – BGP1 Housing Background Paper Council’s Report on Ageing population.	Ageing population Demand on health services Drive towards independent living
	ONS Census Data 2011 ONS Subnational population projections for England 2012 – based on 2011 Census	Census shows that 22.3% of the Epping Forest District population is aged 65 years and over. Life expectancy is increasing. Report shows a 5% population growth rate for the Epping Forest District.
	Epping Forest Draft Local Plan 2016	Ageing population – will require dwellings that are adaptable and accessible Pg 13 Paragraph 2.4 states: <i>“The District’s population increased by almost 17,000 between 1961 and 2011. Government estimates that the District’s population had risen by just over 5,000 since 2011.”</i> <i>“In 2011, compared to the rest of England, the District had smaller proportions of people aged under 30 and a larger proportion of people aged 45 to 64 years and 65 years and over.”</i> <i>“by 2033, projections suggest the proportion of people aged over 65 years will rise sharply compared to the other age bands”</i>
	Strategic Housing Market Assessment for West Essex & East Herts 2015	ECC undertook a demand analysis assessment (mentioned below), which identified a shortfall in independent living units It was noted that older people are living longer, healthier lives and specialist housing offered today may not be appropriate for the future years and the government’s reform of Health and Adult Social Care is underpinned by a principle of sustaining people at home for as long as possible.

	ECC Independent Living Programme Position Statement (published Oct2016) – Pg 7	ECC's most recent assessment of need for Independent Living Accommodation in the Epping Forest District shows a shortfall of 44 rental units and 143 market ILA homes are required by 2020.
	Epping Forest District Council Draft Local Plan – Draft Infrastructure Deliver Plan – (Sept16) <i>West Essex Joint Strategic Needs Assessment (2015)</i> <i>Transforming Primary Care in Essex, NHS (2014)</i> <i>NHS Choices</i> <i>Health & Social Care Information Centre Consultation with West Essex Clinical Commissioning Group</i> <i>5 Year Strategic Plan for West Essex Health and Care System 2015-2020 (n/d)</i> <i>The Sports & Physical Activity Needs Assessment (2015)</i> <i>Epping Forest Open Space, Sport and Recreation Assessment (2012)</i>	The NHS Procurement guidelines favour larger floor plans for health centres as they are more cost effective to run. Shortfall of ILAs. The Sports & Physical Activity Needs Assessment undertaken by ECC identified that although adult physical activity in Essex is higher than the national average, the report notes that almost 75% of adults in Essex are not meeting government recommended levels of exercise to achieve healthy lifestyles. The Waltham Abbey Swimming Pool was identified as reaching the end of its viable life.
	Secure by Design – Designing out crime of new developments	Consideration is given to designing safe places to live (vulnerable older people).
	ECC Development Management Policies (to be read in conjunction with, The Urban Place Supplement; and	Lists design standards, accessibility and transport sustainability policies along with Impact and mitigation policies such as safety audits, congestion, air quality and HGV movement
	The Essex Design Guide,	Provides guidance for accessibility for disabled people to dwellings. Good practice to design new dwellings to be able to be visited unassisted by disabled people as far as the entry to the dwelling. There will need to be a flat area 900mm x 900mm minimum on the same level as the threshold outside the entrance to each dwelling. (pg80)
	Parking Standards Design and Good Practice.	Provides guidance on parking standards. 1 car parking space for every 4sqm of GFA. (Gross Floor Area). If a development has a GFA of 17sqm, a calculation 17 divided by 4 gives 4.25 spaces, rounded up to the nearest whole number giving a total number of 5 spaces. Bus routes within the residential developments will require a min clear passage of 6 metres.
	ECC Development and Public Rights of Way	Considers access issues.
Dependents / caring responsibilities		There will be benefits for those with the characteristic (those that are already look after someone with a disability, or a parent by accessing services at the

		health centre or Leisure Centre
Disability	Demographic Information in Local Plan –	Independent Care/Living
	Essex coalition of disabled people (ECDP) http://www.ecdp.org.uk/ http://www.bluebadgestyle.com/	Disabled people are underrepresented in the workplace and work with employers is required to increase the number of disabled adults in the work place. Almost half (48%) of disabled people were dissatisfied with access to high street services in general. This is despite the view that 'things are slowly getting better' 65% of respondents felt that there had been no improvement to disabled access in the past five years.
	EFDC Epping Forest Tenant Census 2014 Report	Over half of all tenants responded: - <ul style="list-style-type: none"> • North Weald Bassett Ward contained the highest proportion of tenants with a disability (39%), followed by Waltham Abbey North East (38%). These Wards had a higher than average number of older residents.
	Strategic Housing Market Assessment for West Essex & East Herts 2015 Pg108	Report supports the need for 15% of affordable housing to meet Category 3 requirement to aid accessibility for wheelchair users. Currently, 1-30 households in England (3.3%) have at least one wheelchair user. These proportions are likely to increase over the period to 2033
	ECC Independent Living Programme Position Statement (published Oct2016) – Pg 7	ECC's most recent assessment of need for Independent Living Accommodation in the Epping Forest District shows a shortfall of 44 rental units and 143 market ILA homes are required by 2020.
Sexual Orientation and Gender reassignment	government-equalities-office Providing services for transgender customers a guide	If you set the atmosphere and culture by treating the inclusion of transgender people as 'business as usual' and nothing remarkable, it will help others to follow. In other words, be mindful of issues that can arise, but don't <i>expect</i> there to be problems.
	https://www.iser.essex.ac.uk – The Institute for Economic and Social Research https://www.iser.essex.ac.uk/research/publications/working-papers/iser/2014-02.pdf	The economic impact of sexuality related stigma, harassment and discrimination occurs when economically related institutions, such as employers, schools, local authorities, etc. either deliberately or incidentally exclude people based on their sexuality.
Marriage and civil partnership		
Pregnancy and maternity	Epping Forest District Council Draft Local Plan – Draft Infrastructure	The NHS Procurement guidelines favour larger floor plans as they are

	Deliver Plan – (Sept16) <i>West Essex Joint Strategic Needs Assessment (2015)</i> <i>Transforming Primary Care in Essex, NHS (2014)</i> <i>NHS Choices</i> <i>Health & Social Care Information Centre Consultation with West Essex Clinical Commissioning Group</i> <i>5 Year Strategic Plan for West Essex Health and Care System 2015-2020 (n/d)</i>	more cost effective to run.
Race / ethnicity	ONS Census Data 2011	85.2% -White; English/Welsh/Scottish/Northern Irish/British 2.4% - Asian/Asian British; Indian 1.1% - White; Irish
Religion or belief	ONS Census Data 2011 ONS Subnational population projections for England 2012 – based on 2011 Census	Of the EFDC Population <ul style="list-style-type: none"> • Christian - 61.8% • Buddhist – 0.3% • Hindu – 1.4% • Jewish – 3.2% • Muslim – 1.9% • Sikh – 1% • Other religion – 0.3% • No religion –22.5% • Do not wish to disclose – 7.6%
Sex	ONS Census Data 2011	Epping Forest district population: - 64219 – 51.5% - female 60440 – 48.5% - male
Sexual orientation	EFDC Epping Forest Tenant Census 2014 Report	57%of all tenants responded stating - <ul style="list-style-type: none"> • 62.2% were heterosexual • 0.6% were gay or bisexual • 26% did not state their sexuality • 10% did not specify.

Steps 4 & 5 Analyse the activity, policy or change (*The duty to eliminate unlawful discrimination*)

Based on the evidence you have analysed, describe any actual or likely adverse impacts that may arise as a result of the policy decision. Where actual or likely adverse impacts have been identified, you should also state what actions will be taken to mitigate that negative impact, ie what can the Council do to minimise the negative consequences of its decision or action.

<i>Characteristic</i>	<i>Actual or likely adverse impacts identified</i>	<i>Actions that are already or will be taken to reduce the negative effects identified</i>
Age	Reduction in the size of playing fields	
Dependents / caring responsibilities		
Disability	None identified	None identified
Gender reassignment	None identified	None identified
Marriage and civil partnership	None identified	None identified
Pregnancy and maternity	None identified	None identified
Race / ethnicity	None identified	None identified
Religion or belief	None identified	None identified
Sex	None identified	None identified
Sexual orientation	None identified	None identified

Step 6.

The duty to advance equality of opportunity

Can the policy, service or project help to advance equality of opportunity in any way? If yes, provide details. If no, provide reasons. *(Note: not relevant to marriage and civil partnership)*

<i>Characteristic</i>	<i>Ways that this policy, service or project can advance equality of opportunity</i>	<i>Why this policy, service or project cannot help to advance equality of opportunity:</i>
Age	The Independence Living Scheme (ILS) will provide: - <ul style="list-style-type: none"> • appropriate accommodation for older people living (and those with disabilities) in the district who require at least 6 hours care per week, for which there is an identified need. • Clients will feel secure that care is provided when required and enabling them to be part of the community. The Health Centre and Leisure Centre will provide: - <ul style="list-style-type: none"> • easier access for those within the local community with protected characteristics; • accessible facilities enabling a greater independence; • access to much needed facilities and services that can enhance both mental and 	
Disability		
Gender reassignment		
Pregnancy and maternity		
Dependents / caring responsibilities		
Race / ethnicity		

Religion or belief	<p>physical wellbeing – improving quality of life;</p> <ul style="list-style-type: none"> greater access to facilities and services will have a positive impact on integrating the community enabling people with protected characteristics to meet, interact and socialise with one another. Thereby, getting to know the person. 	
Sex		
Sexual orientation		All of the above will promote equality in the community.

The duty to foster good relations

Can the policy, service or project help to foster good relations in any way? If yes, provide details. If no, provide reasons. (*Note: not relevant to marriage and civil partnership*)

<i>Characteristic</i>	<i>How this policy, service or project can foster good relations:</i>	<i>Why this policy, service or project cannot help to foster good relations:</i>	
Age	<p>The Independence Living Scheme (ILS) will provide: -</p> <ul style="list-style-type: none"> appropriate accommodation for older people living (and those with disabilities) in the district who require at least 6 hours care per week, for which there is an identified need. Clients will feel secure that care is provided when required and enabling them to be part of the community. 		
Dependents / caring responsibilities			
Disability			
Gender reassignment	<p>The Health Centre and Leisure Centre will provide: -</p> <ul style="list-style-type: none"> easier access for those within the local community with protected characteristics; accessible facilities enabling a greater independence; access to much needed facilities and services that can enhance both mental and physical wellbeing – improving quality of life; greater access to facilities and services will have a positive impact on integrating the community enabling people with protected characteristics to meet, interact and socialise with one another. Thereby, getting to know the person. 		
Pregnancy and maternity			
Race / ethnicity			
Religion or belief			
Sex			
Sexual orientation		<p>The establishments being built will:-</p> <ul style="list-style-type: none"> provide a possible route of employment for those with protected characteristics. enable people with disabilities to maintain an independent type lifestyle 	

	<p>by being able to participate in activities and utilise the facilities at the Leisure Centre and Health Centre – feel less isolated which can have a detrimental impact on their mental and physical wellbeing;</p> <p>All of can foster good relations in the community.</p>	
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Step 7. Documentation and Authorisation

Summary of actions to be taken as a result of this analysis (add additional rows as required):	Name and job title of responsible officer	How and when progress against this action will be reported
1. None		
2.		
3.		

Name and job title of officer completing this analysis:	Mary Masterson Performance and Information Officer
Date of completion:	09/02/2017
Name & job title of responsible officer: (If you have any doubts about the completeness or sufficiency of this equality analysis, advice and support are available from the Performance Improvement Unit)	Alan Hall, Director of Communities
Date of authorisation:	10/02/2017
Date signed copy and electronic copy forwarded to PIU equality@eppingforestdc.gov.uk	13/02/2017

Step 8. Report your equality analysis to decision makers:

Your findings from this analysis (and any previous analysis) must be made available to a decision making body when it is considering the relevant service or policy.

Therefore you must:

- reflect the findings from this analysis in a 'Due Regard Record' (template available), and attach it as an appendix to your report. The Record can be updated as your policy or service changes develop, and it exists as a log of evidence of due regard;
- Include this equality information in your verbal report to agenda planning groups or directly to portfolio holders and other decision making groups.

Your summary of equality analysis must include the following information:

- if this policy, service change or withdrawal is relevant to equality, and if not, why not;

- the evidence base (information / data / research / feedback / consultation) you used to help you understand the impact of what you are doing or are proposing to do on people with protected characteristics;
- what the evidence base (information / data / research / feedback / consultation) told you about people with protected characteristics;
- what you found when you used that evidence base to assess the impact on people with the protected characteristics;
- whether or not your policy or service changes could help to advance quality of opportunity for people with any of the protected characteristics;
- whether or not your policy or service changes could help to foster good relations between communities.