

# Equality Impact Assessment Toolkit

## (April 2014)

### **Section 1: Your details**

**EIA lead Officer:** Robert Oates

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**Head of Section:** David Ball

**Chief Officer:** Andrew Fraser

**Directorate:** Environmental Services

**Date:** 21/05/2018

### **Section 2: What Council proposal is being assessed?**

Application to re-designate Hoylake Neighbourhood Planning Forum as the statutory neighbourhood planning forum for the Neighbourhood Area of Hoylake.

### **Section 2a: Will this EIA be submitted to a Cabinet or Policy & Performance Committee?**

**Yes**

**If 'yes' please state which meeting and what date**

Delegated Decision – Cabinet Member for Housing and Community Safety – May 2018

**Please select hyperlink to where your EIA is/will be published on the Council's website**

**Delivery Department** (Environmental Services) <https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2017/delivery>

**Section 3:** Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state e.g.: Partners, Private Sector, Voluntary & Community Sector)

Hoylake Neighbourhood Planning Forum

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 4:**

**Could the proposal have a positive or negative impact on any protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?**

**You may also want to consider socio-economic status of individuals.**

**Please list in the table below and include actions required to mitigate any potential negative impact.**

| <b>Which group(s) of people could be affected</b> | <b>Potential positive or negative impact</b>   | <b>Action required to mitigate any potential negative impact</b> | <b>Lead person</b> | <b>Timescale</b> | <b>Resource implications</b> |
|---|--|--|--------------------|------------------|------------------------------|
| All groups  | The object of the Forum, to enhance and promote Hoylake's identity locally, nationally and internationally as a multi-faceted visitor destination has a potentially positive impact on all groups (Constitution, 'Philosophy' section, clause i refers).   | N/A  | N/A                | N/A              | N/A                          |
| All groups  | The objective of the Forum to foster the goodwill and involvement of the whole community, inclusive of all ages, ethnicity, faith, health and gender in maintaining community spirit and encouraging civic pride has a potential positive impact upon all groups (Constitution, 'Philosophy' section, Clause ii refers). | N/A  | N/A                | N/A              | N/A                          |

| Which group(s) of people could be affected | Potential positive or negative impact   | Action required to mitigate any potential negative impact | Lead person | Timescale | Resource implications |
|--|---|---|-------------|-----------|-----------------------|
| All groups                                 | The objective of the Forum to promote Hoylake as a place with a clear social conscience, where community, the environment, education, history and heritage matter and where future development is sustainable and secure has a potential positive impact upon all groups (Constitution, 'Philosophy' section, Clause iii refers)  | N/A   | N/A         | N/A       | N/A                   |
| All groups                                 | The objective to prepare statutory neighbourhood planning proposals in partnership with the local planning authority, Wirral Borough Council, including a Neighbourhood Development Plan for the Hoylake Neighbourhood Area which will pay particular attention to housing, economic regeneration, conservation, environmental development and social needs of the designated Neighbourhood Area has a potential positive impact upon all groups (Constitution, 'Objects' section, Clause i refers) | N/A   | N/A         | N/A       | N/A                   |
| All groups                                 | The objective to improve Hoylake for the benefit of the community of residents, business and visitors by promoting the social, economic and environmental well-being of the area has a potential positive impact on all groups (Constitution 'Objects' section, Clause ii refers).  | N/A   | N/A         | N/A       | N/A                   |

| Which group(s) of people could be affected | Potential positive or negative impact   | Action required to mitigate any potential negative impact | Lead person | Timescale | Resource implications |
|--|---|---|-------------|-----------|-----------------------|
| All groups                                 | The objective to pursue conservation and regeneration of the town with particular emphasis on the high street, housing, the industrial estate, communication links, the promenade, public spaces and surrounding agricultural areas and Green Belt has a potential positive impact on all groups (Constitution 'Objects' section, clause iii refers). | N/A   | N/A         | N/A       | N/A                   |
| All groups                                 | Raising awareness and understanding of the status and policies of the Neighbourhood Development Plan and the role and responsibilities of the Forum has a potential positive impact upon all groups (Constitution, 'Objects' section clause iv refers).   | N/A   | N/A         | N/A       | N/A                   |
| All groups                                 | The promotion of sustainable development, environmental improvement and conservation by educating, encouraging and assisting the local population in environmental practice, working in partnership with similar groups and organisations has a potential positive impact on all groups (Constitution, 'Management' section, clause ii refers).       | N/A   | N/A         | N/A       | N/A                   |
| All groups                                 | Working with and consulting other community groups, businesses and potential developers by exchanging information, advice and knowledge has a potential positive impact on all groups (Constitution, 'Management' section, clause v refers).  | N/A   | N/A         | N/A       | N/A                   |

| <b>Which group(s) of people could be affected</b> | <b>Potential positive or negative impact</b>   | <b>Action required to mitigate any potential negative impact</b> | <b>Lead person</b> | <b>Timescale</b> | <b>Resource implications</b> |
|---|--|--|--------------------|------------------|------------------------------|
| All groups  | The requirement to ensure that any decision to undertake, consult on or submit to the local planning authority for approval a successor Neighbourhood Development Plan or other statutory neighbourhood planning proposal subject to a vote of the full forum has a potential positive impact upon all groups (Constitution, 'Neighbourhood Planning' section, clause i refers). | N/A  | N/A                | N/A              | N/A                          |

**Section 5: Where and how will the above actions be monitored?**

Membership of the Forum and the preparation of neighbourhood planning proposals will be monitored by the Hoylake Neighbourhood Forum under the provisions of their proposed Constitution.

The Council will also have a role in ensuring that any statutory requirements have been complied with before any neighbourhood planning proposals are submitted to statutory public examination and local referendum.

**Section 5a: If you think there is no negative impact, what is your reasoning behind this?**

The proposed Constitution for the proposed Neighbourhood Forum contains the objectives which have been assessed under Section 4 of this EIA. The objectives focus on positive involvement of all members of the community and it is therefore considered that no negative impacts are likely to result from the designation of the Neighbourhood Forum, if confirmed by the Cabinet Member.

This assessment will need to be reviewed within a subsequent EIA, to be prepared when the final content of any emerging Neighbourhood Planning proposals are available.

**Section 6: What research / data / information have you used in support of this process?**

Equality Impact Assessments (EIAs) – Guidelines (April 2014).

Documents provided as part of a formal application for re-designation of a Neighbourhood Forum for Hoylake, to meet the requirements of the Neighbourhood Planning (General) Regulations 2012 (SI 2012 No. 637, as amended).

**Section 7: Are you intending to carry out any consultation with regard to this Council proposal?**

Yes

**If 'yes' please continue to section 8.**

**If 'no' please state your reason(s) why:**

(please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

## **Section 8: How will consultation take place and by when?**

There is a statutory requirement for the Council to publish valid applications from local community groups that wish to have more control over planning and development within their local area by seeking designation as a Neighbourhood Planning Forum.

Consultation must take place over a period of not less than 6 weeks to bring the application for designation to the attention of those who live, work or carry on business in the area to be affected, before the designation of a Neighbourhood Forum and associated Neighbourhood Area can be confirmed.

Consultation will begin following the approval of the Cabinet Member for Housing and Community Safety, probably during early April. The results of consultation will be reported to the Cabinet Member before any final recommendation on designation is made.

The application documents will be placed for public inspection on the Council's website, at Hoylake Library and at the South Annexe at Wallasey Town Hall.

The other proposed arrangements are set out in section 9.0 of the accompanying Delegated Decision Report.

Before you complete your consultation, please email your preliminary EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting its legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing.

## **Section 9: Have you remembered to:**

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer for re-publishing?**