

# Equality Impact Assessment Toolkit

## (April 2014)

### Section 1: Your details

**EIA lead Officer:** Robert Oates

**Email address:** [robertoates@wirral.gov.uk](mailto:robertoates@wirral.gov.uk)

**Head of Section:** David Ball

**Chief Officer:** David Armstrong

**Directorate:** Regeneration and Environment

**Date:** 08/09/2016

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

Hoylake Neighbourhood Development Plan (Hoylake NDP)

### 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 the Economy – September 2016

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

**Regeneration & Environment** (Environment & Regulation, Housing & Community Safety, Regeneration) <http://tinyurl.com/ohcdbws>

**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 Community 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	<p>The <a href="#">Hoylake Community Planning Forum Constitution</a> which underpins the proposed Neighbourhood Plan states that membership shall be open to anyone who has an interest in assisting the Forum to achieve its objects and is willing to adhere to the following requirements (Section 5 on Page 2 refers):</p> <ul style="list-style-type: none"><li>• Membership is open to any person who lives or works in Hoylake (Bullet 1, Section 5 on Page 2 refers)</li><li>• Membership shall be representative of the different sections of the community and businesses in the area (Bullet 3, Section 5 on Page 2 refers)</li></ul> <p>It is considered that this approach should have a potentially positive impact on all groups of people.</p>	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	<p>The objectives of Community Planning Forum, as set out in the Constitution (Page 1, Section 2 of the Hoylake Community Planning Forum Constitution refers), are to prepare in partnership with the local planning authority, Wirral Borough Council, a neighbourhood plan for Hoylake which will pay particular attention to housing, economic regeneration, conservation, environmental development and social needs and include:</p> <p>ii. To improve Hoylake for the benefit of the community of residents, businesses and visitors by promoting the social, economic and environmental well-being of the area;</p> <p>v. To foster the goodwill and involvement of the whole community, inclusive of all ages, gender, ethnicity, faith, health and sexual orientation in fostering community spirit and encouraging civic pride; and</p> <p>vi. To encourage Hoylake to be a place with a clear social conscience, where community, the environment, education, history and heritage matter and where the future is sustainable and secure.</p> <p>It is considered that these objectives are likely to have a strongly positive effect on all groups of people.</p>	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	<p>The Hoylake NDP <b>Vision Statement</b> (page 16 of the NDP refers) is:</p> <p>“To maintain Hoylake as an environmentally attractive seaside town and socially inclusive place to live, work in and to visit. To be a healthier, well-housed community with a thriving economy which values creativity and entrepreneurialism. To support a vibrant town centre, which meets the day-to-day needs of local people and provides high quality food, drink and entertainment opportunities for residents and visitors. To support the town centre and the Carr Lane Industrial Estate as the foci for a wide range of easily accessible jobs.”</p> <p>It is considered that this approach is likely to have a potentially positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
All groups	<p>The Hoylake NDP <b>Objectives</b> (Page 16 of the NDP refers) are:</p> <ol style="list-style-type: none"> <li>1. To support the provision of additional housing, including affordable housing to meet the identified needs of the existing and future population;</li> <li>2. To strengthen the role of the town centre as a place for shopping, services and community facilities. To assist in increasing footfall in order to retain existing businesses and jobs as well as attract new businesses and grow the</li> </ol>	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
	<p>number of local jobs;</p> <ol style="list-style-type: none"> <li>3. To support a vibrant evening economy which provides high quality food, drink and entertainment opportunities, cultural attractions and later retail trading without prejudicing the amenities of the local area, particularly the amenities of local residents.</li> <li>4. To more fully realise the potential of the promenade as an accessible leisure and tourism destination with an appropriate range of facilities for residents and visitors;</li> <li>5. To provide a range of good quality and socially inclusive public open spaces and outdoor leisure opportunities;</li> <li>6. To ensure that Carr Lane Industrial Estate remains an attractive location for micro-enterprises and small and medium-sized enterprises that provide local jobs;</li> <li>7. To conserve and enhance the distinctive Victorian and Edwardian character of Hoylake and its maritime and sporting heritage, recognising that these are key elements in making Hoylake a special place;</li> <li>8. To maintain a safe and attractive pedestrian and cycling environment within the town centre, and to support public transport and traffic management initiatives.</li> <li>9. To improve pedestrian links between the town centre, the promenade and the railway stations to meet the needs and expectations of residents and visitors.</li> </ol> <p>It is considered that these objectives are likely to have a potentially positive impact on all groups of people.</p>				

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	<p><b>Policy - NC1 Protection of Natura 2000 sites</b> (Page 20 of the NDP refers) requires proposals which may have a significant effect on an internationally nature conservation site must be accompanied by sufficient evidence to enable a Council to make a Habitats Regulations assessment. Proposals which may adversely affect the integrity of internationally important nature conservation sites will only be permitted if the adverse effects can be removed by conditions or planning obligations, or in the absence of alternative solutions, there are imperative reasons of over-riding public interest and where compensatory provision has been made. This also applies to functionally-linked habitat outside the designated boundaries.</p> <p>It is considered that Policy NC1 is likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
<b>Hoylelake NDP - Theme 1 - Improving the Town Centre</b>					
All groups	<p><b>Policy HS1 - Active Frontages</b> (Page 25 of the NDP refers) states that, in each area defined as a 'key shopping area', development proposals for retail uses will be permitted provided that a consistent active frontage would be maintained at ground floor level. In each area defined as secondary frontage, proposals for a change of use to retail as well as hotels, residential institutions, dwelling houses, non-residential institutions and/or for assembly and leisure uses will be permitted.</p>	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
	It is considered that Policy HS1 is likely to have a positive impact on all groups of people.				
All groups	<p><b>Policy HS2 - New Development</b> (Page 25 of the NDP refers) states that selective redevelopment of buildings within the town centre boundary shown on the Proposals Map will be supported where proposals are able to demonstrate that they would make a positive contribution to a vibrant mix of uses and would deliver buildings and external space of high quality design.</p> <p>It is considered that Policy HS2 is likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
All groups	<p><b>Policy HS3 - Public Space</b>(Page 25 of the NDP refers) states that in the area defined on the Proposals Map, a comprehensive redevelopment scheme, or individual proposals delivered as part of a phased masterplan approach will be permitted, so long as they would deliver a high quality public space that would be well integrated into the key shopping area.</p> <p>It is considered that Policy HS3 is likely to have a positive impact on all groups of people.</p>	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	<p><b>Policy HS4 - Evening Economy</b> (Page 26 of the NDP refers) states that within the town centre, all development proposals that would promote and/or support early evening activity related to high quality food and drink, arts and cultural uses and later retail trading, will be permitted subject to the proposal being able to demonstrate that it would have no significantly adverse effect upon amenities of the local area, particularly the amenities of local residents.</p> <p>It is considered that Policy HS5 is likely to have a positive impact on all groups of people, including local residents.</p>	Mitigation for any adverse impact on living conditions is contained within the text of Policy HS5.	N/A	N/A	N/A
All groups	<p><b>Policy HS5 - Upper Floors</b> (Page 26 of the NDP refers) states that within the town centre boundary all proposals for buildings with an active frontage at ground floor level that seek to create, rehabilitate or change the use of upper floors for a residential use will be permitted, subject to no significantly adverse effect upon the living conditions of occupants of nearby buildings with a residential use. Proposals for upper storey office use will be permitted, subject to Policy CL1. Policy HS6 will apply where the upper floor use(s) would be either directly related to or separate from the existing ground floor use.</p> <p>It is considered that Policy HS6 is likely to have a positive impact on all groups of people, including local residents.</p>	Mitigation for any adverse effect upon living conditions of occupants of nearby buildings is contained within the text of Policy HS6 and Policy CL1.	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	<p>Page 26-27 of the NDP also states under non-land use priorities that the priorities and projects of the Town Centre Action Plan for Hoylake should be embraced and pursued by all partners and stakeholders; continuing street improvements in the more easterly parts of the town centre should include improved paving, lighting, street furniture , crossing points, signage and parking bays; better communication and coordination of traders, residents and the Council to shape the evening economy will be encouraged; and that proposals that would bring additional jobs to Hoylake will generally be encouraged.</p> <p>It is considered that these additional priorities are also likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
<b>Hoylake NDP - Theme 2 - The Promenade and Recreation</b>					
All groups	<p><b>Policy BR1 - Seafont Recreation</b> (Page 30 of the NDP refers) states that proposals that meet an evidenced community need for better recreational facilities will be supported.</p> <p>It is considered that Policy BR1 is likely to have a potentially positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
All groups	<p><b>Policy BR1</b> (Page 30 of the NDP refers) also states that proposals that would make sustainable use of the promenade</p>	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
	<p>for public recreation by enhancing the public realm; improving existing community and/ or visitor facilities; providing appropriate types of community and/or visitor facilities; and providing high quality and sensitively located food and drink outlets will be supported provided this will not create or exacerbate conflict with other activities, including beach – related activities. Proposals which accord with the criteria in the policy located within the focal points for seafront recreation will be permitted provided there is no conflict with the most up to date local policy for safeguarding identified areas of urban greenspace. The policy safeguards the coastal defence function of the promenade and the internationally important nature conservation sites.</p> <p>It is considered that these aspects of Policy BR1 are also likely to have a potentially positive impact on all groups of people.</p>				
All groups	<p><b>Policy BR2 - Open Space and Recreation</b> (Page 30 of the NDP refers) states that proposals that would meet an evidenced community need for new or enhanced areas of public open space and recreation will be supported.</p> <p>It is considered that Policy BR2 is likely to have a potentially positive impact on all groups of people.</p>	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	<p>Page 31 of the NDP also states that additional non-land use priorities will be enhancing existing public open space on the promenade for relaxation, socialising and active leisure for all age groups; developing visitor facilities to support use of the beach; creating better quality play areas with activities for children of all ages; providing a properly constructed skate park in an appropriate location; and supporting the Council's Beach Management Plan with a regular review of practices for monitoring development.</p> <p>It is considered that these additional priorities are also likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
<b>Hoylake NDP - Theme 3 - Getting Around Hoylake</b>					
All groups	<p><b>Policy TR1 - Market Street</b> (Page 35 of the NDP refers) states that inside the 'key shopping areas' defined on the proposals map, proposals will be supported that would assist in managing traffic speeds; improving pedestrian and cycle connections between Market Street, the promenade and railway stations; addressing traffic congestion; or providing well-designed on-street parking that supports local businesses.</p> <p>It is considered that Policy TR1 is likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
All groups	Page 35 of the NDP also states that additional non-land use	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
	<p>priorities will be to ensure safe and convenient rail crossings for all users; improving public transport by extending services to include a wider range of destinations and making physical improvements at bus stops and railway stations; and improving the quality and accessibility of public rights of way.</p> <p>It is considered that these additional priorities are also likely to have a positive impact on all groups of people.</p>				
<b>Hoyle NDP - Theme 4 - Special Buildings and Places</b>					
All groups	<p><b>Policy DI1 - Character Buildings</b> (Page 39 of the NDP refers) states that the extension or alteration of any building displaying the characteristic local features must not materially diminish the character of the building.</p> <p>It is considered that Policy DI1 is likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
All groups	<p><b>Policy DI2 - Scale and Design of New Development</b> (Page 39 of the NDP refers) states that proposals for new buildings and for the extension or alteration of existing buildings, whether inside or outside the Conservation Areas, must respond to the distinctive character and reflect the identity of the area in terms of their size, design and materials of construction.</p> <p>It is considered that Policy DI2 is likely to have a positive impact on all groups of people.</p>	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	<p><b>Policy DI3 - Designated Heritage Assets</b> (page 39) states that where development is likely to affect the significance of any heritage asset the proposal must specify how it would preserve or enhance that significance.</p> <p>It is considered that Policy DI3 is likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
All groups	<p>Page 39-40 of the NDP also states that additional non-land use priorities will be heritage interpretation, including building plaques, signs, leaflets and online resources; the creation of a heritage trail; improving local identity, by celebrating Hoylake through the physical improvement of key gateways into the area; creative lighting of key character buildings and listed buildings; better promotion of Hoylake to attract more visitors; and hosting events such as arts festivals, film nights and street parties.</p> <p>It is considered that these additional priorities are also likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
<b>Hoylake NDP - Theme 5 - Homes in Hoylake</b>					
All groups	<p><b>Policy H1 - Residential Development</b> (Page 43 of the NDP refers) states that all proposals for new dwellings within the existing built-up area including infilling, redevelopment</p>	Mitigation for any adverse effect upon the living conditions of	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
	<p>conversion and for a change of use of buildings or land to a residential use will be supported, provided that they would accord with Policy DI2, DI3 and Policy CL2 (where relevant) and would not have a significant effect upon the distinctive character of the local area or the living conditions of occupants of surrounding dwellings.</p> <p>It is considered that Policy H1 is likely to have a positive impact on all groups of people.</p>	<p>occupants of surrounding dwellings is contained within the text of Policy H1 and Policy CL2.</p>			
All groups	<p><b>Policy H2 - Housing Type and Tenure</b> (Page 43 of the NDP refers) states that proposals for residential development must ensure that where appropriate they address the housing needs of the wider community, by providing a mix of housing types, tenures and sizes including affordable and specialist housing, based upon an up-to-date assessment of housing need.</p> <p>It is considered that Policy H2 is likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A
<b>Hoylelake NDP - Theme 6 - Enhancing Carr Lane Industrial Estate</b>					
All groups	<p><b>Policy CL1 - Local Employment Development</b> (Page 46 of the NDP refers) states that proposals for local employment development will be subject to a sequential test, with Carr Lane being the sequentially most preferable. Proposals must demonstrate that they would have no significantly adverse</p>	<p>Mitigation for any adverse effect upon the living conditions of nearby buildings with a residential use or the</p>	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
	<p>effect upon either the living conditions of nearby buildings with a residential use or the distinctive character of the area.</p> <p>It is considered that Policy CL1 is likely to have a positive impact on all groups of people, including local residents.</p>	<p>distinctive character of the area is contained within the text of Policy CL1.</p>			
All groups	<p><b>Policy CL2 - Comprehensive Redevelopment</b> (Page 46 of the NDP refers) states that in the area defined on the Proposals Map, a comprehensive mixed-use redevelopment scheme, or individual proposals delivered as part of a phased masterplan approach will be permitted, provided that the living conditions of existing residents would be improved, and the long term needs of businesses would be catered for</p> <p>It is considered that Policy CL2 is likely to have a positive impact on all groups of people.</p>	<p>Mitigation for any adverse effect on the living conditions of existing residents and the long term needs of businesses are confirmed within the text of Policy CL2.</p>	N/A	N/A	N/A
All groups	<p>Page 46-47 of the NDP also states that additional non-land use priorities will be improving the environment of the Carr Lane Industrial Estate; targeting investment to promote and develop the manufacturing base; support for proposals that bring additional jobs to Hoylake; and improving access to and from the Carr Lane Industrial Estate near Hoylake Station.</p> <p>It is considered that these additional priorities are also likely to have a positive impact on all groups of people.</p>	N/A	N/A	N/A	N/A

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

The proposed Hoylake NDP has been published for public consultation and was subject to formal examination by an independent Examiner in 2016. Once the NDP has been made part of the statutory Development Plan, following a successful local referendum, its policies will be monitored as part of the Council's statutory Annual Monitoring Report, which will incorporate measures to record the number of times the policies have been used and the impact of their application.

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

The aims, objectives and provisions to be contained within the proposed Hoylake NDP have been assessed under Section 4 of this EIA. The aims and objectives focus around the positive involvement of all members of the community for the wider benefit of the area.

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

Data contained within the documents submitted to the Council by the Neighbourhood Planning Forum, attached to the Delegated Decision Report and Equality Impact Assessments (EIAs) – Guidelines (April 2014).

**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?**

The Hoylake Community Planning Forum has prepared the proposed NDP as part of a statutory process, following public consultation undertaken in January 2015. Following completion of the independent Examination, the Council's formal Decision Statement setting out its response to the Examiner's Report and the amended Neighbourhood Development Plan and supporting documents are published for six weeks prior to the commencement of the referendum process. The final Hoylake NDP can only be made following a majority vote of local electors in a local referendum and a resolution of Full Council.

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?**