

## Equality Impact Assessment (EqIA)

### STEP 1: Responsibility and involvement

<b>Title of proposal/ project/strategy/ procurement/policy</b>	Review of Waste Local Plan (Waste Core Strategy and Development Management Policies document and Waste Site Allocations document)	<b>Head of Service or Business Manager</b>	J Tiley
<b>Names of those involved in completing the EqIA:</b>	T Carter-Lyons (TCL) E Chapman (EC) D Hodbod (DH) J Greaves (JG)	<b>Lead officer contact details:</b>	T Carter-Lyons 01992 556254 E Chapman
<b>Date completed:</b>	September 2017	<b>Review date:</b>	July 2018

### STEP 2: Objectives of proposal and scope of assessment – what do you want to achieve?

<b>Proposal objectives:</b> – what you want to achieve – intended outcomes – purpose and need	Fulfil the statutory obligation of the Council to have an adopted Waste Local Plan. The outcome will result in the production of an updated Waste Local Plan. The purpose of which is to ensure that the county has a strategy to facilitate the provision of sites for waste management facilities that will be required to meet Hertfordshire's needs, to become net self-sufficient in managing waste.
<b>Stakeholders:</b> Who will be affected: the public, partners, staff, service users, local Member etc	Public; All Members; Statutory Bodies; District/Borough Councils Parish Councils; Town Councils; Industry; Community Organisations; Other internal council departments.

### STEP 3: Available data and monitoring information

<b>Relevant equality information</b> For example: Community profiles / service user demographics, data and monitoring information (local and national), similar or previous EqIAs, complaints, audits or inspections, local knowledge and consultations.	<b>What the data tell us about equalities</b>
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Population <sup>1</sup>	1,176,700 in 2016. 28.2% aged 30-49 19.2% aged 0-14 18.5% aged 50-64 17.5% aged 15-29 16.8% aged 65 and over
Age Structure <sup>2</sup>	Most residents in Herts are within the 45-49 year age range (7.4%) closely followed by 50-54 year age range (7.3%) The lowest numbers of residents are 90 years and above (0.9%) Of 0-45 year olds, the age range with the least residents in Herts is 20-24 years.
Gender <sup>3</sup>	49% males 51% females
Ethnicity <sup>4</sup>	In 2011, the proportion of the total population that were in a minority ethnic group (i.e. not White-British) was 19.18%.
Religion <sup>5</sup>	In 2011, 58.25% Christian Second highest proportion was 26.53% no religion
Maternity <sup>6</sup>	In 2016 there were 14,601 live births to mothers in Herts The General Fertility Rate (GFR) for Hertfordshire in 2016 was 64.1 live births per 1,000 women aged 15–44
Marriage <sup>7</sup>	In 2014 there were 4,814 marriages registered in Hertfordshire
Same sex marriages <sup>8</sup>	In 2014 of the total marriages, there were 59 marriages between same sex couples in Hertfordshire
Marital Status <sup>9</sup>	49.87% married 32.48% single 8.49% divorced or formerly in civil

<sup>1</sup> [www.herts.gov.uk](http://www.herts.gov.uk) & ONS, Census 2011 breakdown

<sup>2</sup> ONS, Census 2011, reported at [www.herts.gov.uk](http://www.herts.gov.uk) (mid-2016 estimate)

<sup>3</sup> ONS, Census 2011, reported at [www.herts.gov.uk](http://www.herts.gov.uk) (mid-2016 estimate)

<sup>4</sup> [www.herts.gov.uk](http://www.herts.gov.uk)

<sup>5</sup> ONS, Census 2011, reported at [www.herts.gov.uk](http://www.herts.gov.uk)

<sup>6</sup> ONS Birth Summary Tables 2016

<sup>7</sup> ONS, reported at [www.herts.gov.uk](http://www.herts.gov.uk)

<sup>8</sup> ONS, reported at [www.herts.gov.uk](http://www.herts.gov.uk)

<sup>9</sup> ONS, Census 2011, reported at [www.herts.gov.uk](http://www.herts.gov.uk)

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<p>Living as a couple<sup>10</sup></p> <p>Carers<sup>11</sup></p> <p>Disability<sup>12</sup></p> <p>Health<sup>13</sup></p> <p>Household Composition<sup>14</sup></p> <p>Mosaic Composition<sup>15</sup></p> <p>Language<sup>16</sup></p>	<p>partnership 2.47% separated 0.15% in a registered civil partnership 6.53% widowed or surviving partner from civil partnership 0.15% in civil partnership</p> <p>60.89% in 2011</p> <p>9.73% in 2011</p> <p>14.32% with a long-term illness/disability are limited by activities in 2011 85.68% with a long-term illness/disability are not limited by activities in 2011</p> <p>In 2011, 0.85% of the resident population in Hertfordshire stated their health was 'very bad' 50.90% stated that their health was 'very good'</p> <p>41.77% of households with children 37.23% of households were one family with a couple married or in a registered civil partnership 28.38% were one person households 20.31% were households with only people aged 65 and over 9.88% were one family households with a cohabiting couple 9.75% were one family households with a lone parent</p> <p>In 2016, Prestige Positions was the most prevalent category (18.2%) City Prosperity was the least prevalent category (0.84%)</p> <p>93.94% of usual residents in Hertfordshire speak English as their main language</p> <p>The highest percentage of residents has level 4 or more qualifications (32.14%)</p>
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<sup>10</sup> ONS, Census 2011, as reported at [www.hertslis.org](http://www.hertslis.org)

<sup>11</sup> [www.hertslis.org](http://www.hertslis.org)

<sup>12</sup> [www.hertslis.org](http://www.hertslis.org)

<sup>13</sup> [www.hertslis.org](http://www.hertslis.org)

<sup>14</sup> ONS, Census 2011, as reported at [www.hertslis.org](http://www.hertslis.org)

<sup>15</sup> [www.hertslis.org](http://www.hertslis.org)

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<p>Education<sup>17</sup></p> <p>In addition to the specific information relating to Hertfordshire provided above, there is other information to consider as follows:</p> <ul style="list-style-type: none"> <li>• Previous EqIAs for Waste Local Plan;</li> <li>• Site Monitoring;</li> <li>• Annual Minerals Survey;</li> <li>• Neighbourhood Plans.</li> </ul>	<p>The lowest percentage is apprenticeship (3.25%).</p> <p>Highlights any known disadvantaged groups;</p> <p>Existing communities surrounding existing waste management sites;</p> <p>Technical and commercially sensitive data relating to the operation of waste sites;</p> <p>Any neighbourhood requirements being planned for.</p>
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### STEP 4: Impact Assessment – Service Users, communities and partners (where relevant)

Protected characteristic	Potential for differential impact (positive or negative)	What reasonable mitigations can you propose?
<b>Age</b>	<p><b>Operational</b></p> <p>The proximity of sites to care homes and schools may give rise to negative impacts, with older people or families with young children potentially more susceptible to site operations. Potential impacts are likely to be noise, air pollution, smell and traffic associated with the management of waste.</p> <p><b>Consultations</b></p> <p>The older generation may be disadvantaged if the reliance is upon electronic communication. Those relying on buses may be disadvantaged if engagement events are not held in locations accessible by bus. Young people may not be engaged in the planning</p>	<p>Conditions can be imposed on waste planning permissions to regulate the operations. Compliance will be maintained by the monitoring of waste management sites. The Waste Planning Authority will continue to provide relevant information electronically and in hard copy. Documents will be on deposit at libraries and district offices for those wishing to view a paper copy near to their home. The Council will accept responses to consultations via email, Objective (online consultation portal), letter and consultation response form. Engagement events should be centrally located and held on a bus route where possible. The continued use of electronic communication and Objective may involve the younger generation.</p>

<sup>17</sup> ONS, Census 2011, as reported at [www.hertslis.org](http://www.hertslis.org)

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Protected characteristic	Potential for differential impact (positive or negative)	What reasonable mitigations can you propose?
	process and therefore disadvantaged.	
<b>Disability Including Learning Disability</b>	<p><b>Operational</b> Waste management facilities creating air pollution could impact negatively on those with breathing difficulties. Those with autism or related illnesses could be negatively affected by noise created from waste management operations and increased traffic movements resulting in noise, smell and reduced air quality.</p> <p><b>Consultation</b> Engagement events not in disabled accessible locations could disadvantage this group. Consultation literature not in Braille or large text could disadvantage the visually-impaired.</p>	<p>Conditions can be imposed on waste planning permissions to regulate the operations. Engagement events should be held in venues that are accessible and with suitable facilities for disabled persons. Consultation literature should be issued with text indicating that alternative formats (Braille or large text) can be issued if required. Officers should also ensure that documents are written in plain English for all readers, particularly those with learning disabilities.</p>
<b>Race</b>	People who do not understand English may have difficulty in participating in engagement and consultation events.	<p>Consultation literature should be issued with text indicating that it can be issued in alternative languages if required. Officers should also ensure that documents are written in plain English. The use of an interpreter may be required in exceptional cases, however the language line is available as part of the customer service call centre where a 3-way conversation can be had with a translator.</p>
<b>Gender reassignment</b>	It is not anticipated that the strategy and any potential sites that may be detailed within it will affect people disproportionately because of gender reassignment.	Officers will ensure compliance with equalities legislation throughout consultations and the plan making process. Officers will be available to answer questions and provide guidance relating to the planning process at all times.
<b>Pregnancy and maternity</b>	Pregnant women or those on maternity/paternity leave who	Conditions can be imposed on waste planning permissions to

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Protected characteristic	Potential for differential impact (positive or negative)	What reasonable mitigations can you propose?
	live in close proximity to a waste management site may be more susceptible to health related impacts associated with the site operations such as noise, air pollution, smell and increased traffic movements resulting in noise and reduced air quality	regulate the operations. Compliance will be maintained by the monitoring of waste management sites. The Waste Planning Authority will continue to provide relevant information and accept responses to consultations via email, objective, letter and consultation response form.
<b>Religion or belief</b>	Engagement events and consultation periods over religious festivals could disadvantage some people.	The Waste Planning Authority will continue to consult in relation to the statutory regulations and in accordance with the council's adopted Statement of Community Involvement which provides 6 weeks for responses. In addition, the Council will engage with other faith forums in Hertfordshire where these respective groups have made themselves known to the council. The Council is prepared to extend the deadline for responses at Christmas and Easter and if notified of a clash with another religious festival. It would not otherwise be aware of festival periods for other religions or beliefs. Engagement events should not be held at the same time of day/week.
<b>Sex</b>	<b>Operational</b> 51% of Hertfordshire's population is female and 49% is male. Those who have caring responsibilities may be at home or with others during the day in close proximity to a waste management site and therefore maybe more susceptible to waste management site operations. Although it is not anticipated that the proposals will affect people disproportionately because of their sex.	Conditions can be imposed on waste planning permissions to regulate the operations. Compliance will be maintained by the monitoring of waste management sites.  Engagement events should not be held at the same time of day/week to ensure there is flexibility for everyone to attend.

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Protected characteristic	Potential for differential impact (positive or negative)	What reasonable mitigations can you propose?
	<b>Consultation</b> Engagement events held at particular times of the day may disadvantage both females and males.	
<b>Sexual orientation</b>	It is not anticipated that the proposals will affect people disproportionately because of their sexual orientation.	Officers will ensure compliance with equalities legislation throughout consultations and the plan making process. Officers will be available to answer questions and provide guidance relating to the planning process at all times.
<b>Marriage &amp; civil partnership</b>	It is not anticipated that the proposals will affect people disproportionately because of marriage or civil partnership.	Officers will ensure compliance with equalities legislation throughout consultations and the plan making process. Officers will be available to answer questions and provide guidance relating to the planning process at all times.
<b>Carers (by association with any of the above)</b>	Engagement events held at particular times of the day may disadvantage carers.	Engagement events should not be held at the same time of day/week to ensure there is flexibility for everyone to attend.
<b>Carers and CARE ACT 2014</b>	From April 2015, carers will be entitled to an assessment of their own needs in the same way as those they care for. If the focus of your EqIA relates to care and support, consider carers' new rights and see the <a href="#">Care Act pages</a> on Compass for more guidance.	
	The EqIA does not focus on care and support for people in the community and therefore only the potential impact on carers as above is applicable.	
<b>Opportunity to advance equality of opportunity and/or foster good relations</b>		
Consultations are carried out in line with statutory regulations and additional engagement events are conducted where it is considered necessary. Good relations are maintained by contact with stakeholders at such events and regular updates via correspondence by the policy team and Programme Officer during examination.		

### STEP 4a: Impact Assessment – Staff (where relevant)

Protected characteristic	Potential for differential impact (positive or negative)	What reasonable mitigation can you propose?
<b>Age</b>	N/A	None required



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Protected characteristic	Potential for differential impact (positive or negative)	What reasonable mitigation can you propose?
<b>Disability Including Learning Disability</b>	N/A	None required
<b>Race</b>	N/A	None required
<b>Gender reassignment</b>	N/A	None required
<b>Pregnancy and maternity</b>	N/A	None required
<b>Religion or belief</b>	N/A	None required
<b>Sex</b>	N/A	None required
<b>Sexual orientation</b>	N/A	None required
<b>Marriage &amp; civil partnership</b>	N/A	None required
<b>Carers (by association with any of the above)</b>	N/A	None required
<b>Opportunity to advance equality of opportunity and/or foster good relations</b>		

### STEP 5: Gaps identified

<p><b>Gaps identified</b> Do you need to collect more data/information or carry out consultation? (A 'How to engage' consultation guide is on <a href="#">Compass</a>). How will you make sure your consultation is accessible to those affected?</p>	<p>The Hertfordshire Picture, Quality of Life report and Community Profiles will be essential in providing data relating to the communities of Hertfordshire. Data for housing profiles in relation to waste management facilities may be required. The Waste Planning Authority needs to be aware of the district growth proposals which may cause disadvantages to new households near to waste management facilities.</p> <p>The Waste Planning Authority will continue to consult in relation to the statutory regulations and in accordance with the Council's adopted Statement of Community Involvement. Consultation documents will therefore be available in paper copy, CD, via email, the Council's website and the Objective online consultation portal. Consultation documents will be available at all libraries, district offices, parish and town councils and to known community groups and interested individuals. The Council will accept responses to consultations via email, Objective, letter and consultation response form.</p>
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### STEP 6: Other impacts



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Consider if your proposal has the potential (positive and negative) to impact on areas such as health and wellbeing, crime and disorder and community relations. There is more information in the guidance.

### STEP 7: Conclusion of your analysis

Select one conclusion of your analysis	Give details
<input type="checkbox"/> <b>No equality impacts identified</b> – No change required to proposal.	
<input type="checkbox"/> <b>Minimal equality impacts identified</b> – Adverse impacts have been identified, but have been objectively justified (provided you do not unlawfully discriminate). – Ensure decision makers consider the cumulative effect of how a number of decisions impact on equality.	
<input type="checkbox"/> <b>Potential equality impacts identified</b> – Take ‘mitigating action’ to remove barriers or better advance equality. – Complete the action plan in the next section.	Potential equality impacts may arise during engagement events and consultations. In addition waste management operations need to consider equality issues through policies and separately through the development management process.  Engagement events and consultation literature needs to be in plain English
<input type="checkbox"/> <b>Major equality impacts identified</b> – Stop and remove the policy – The adverse effects are not justified, cannot be mitigated or show unlawful discrimination. – Ensure decision makers understand the equality impact.	

### STEP 8: Action plan

Issue or opportunity identified relating to: – Mitigation measures – Further research – Consultation proposal – Monitor and review	Action proposed	Officer Responsible and target date
Restricted access to consultation documents	Produce consultation documents in a variety of formats – hard copy, CD, on the Objective online consultation portal, council’s website; and electronically for small documents only. Write in plain English. Offer to produce information in other languages to English, and for the partially sighted. Ensure this is written into the communications strategy. Consider extending date for receiving consultation responses near to	TCL, EC, DH & JG By 2021

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Issue or opportunity identified relating to: – Mitigation measures – Further research – Consultation proposal – Monitor and review	Action proposed	Officer Responsible and target date
	Christmas and Easter and if notified of a clash with another religious festival.	
Restricted access to stakeholder events	Hold engagement events in a disabled accessible building, centrally located and near a bus route and not always held at the same time on the same day if there is more than one.	TCL, EC, DH & JG By 2021
Policy writing	Consider all protected characteristics and potential impacts when writing waste policies.	TCL, EC, DH & JG By 2021
Potential environmental impacts	Make it clear in the Waste Local Plan that conditions can be imposed on planning permissions to minimise impacts of waste management and its associated transportation on any protected characteristics (for example covering issues such a noise, air pollution, traffic & working/operating hours).	TCL, EC, DH, & JG by 2021 in addition to Development Management Team Members 2021 onwards
Review and monitoring	Review how the protected characteristics are being treated equally at each work phase and after each consultation.	TCL, EC, DH & JG By 2021

**This EqIA has been reviewed and signed off by:**

**Head of Service or Business Manager:**

**Date:**