

Equality Impact Assessment (EqIA) Hertfordshire Minerals Local Plan Review

Appendix 3

Guidance is available on [Compass](#). Completion of an EqIA should be proportional and relevant to the anticipated impact of the project on equalities. The form can be tailored to your project and should be completed before decisions are made. Key EqIAs should be reviewed by the Business Manager or Service Head, signed off by your department's Equality Action Group (EAG) and sent to the Equality and Diversity team to publish on HertsDirect. For support and advice please contact equalities@hertfordshire.gov.uk.

STEP 1: Responsibility and involvement

Title of proposal/ project/strategy/ procurement/policy	Review of Minerals Local Plan	Head of Service or Business Manager	J Tiley
Names of those involved in completing the EqIA:	T Carter-Lyons (TCL) G Nicholson (GN) J Greaves (JG) M Wells (MW) D Hodbod (DH)	Lead officer contact details:	T Carter-Lyons 01992 556254 G Nicholson 01992 556732
Date completed:	January 2015	Review date:	(Consultation date)

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

Proposal objectives: – what you want to achieve – intended outcomes – purpose and need	Fulfil the statutory obligation of the county council to have an adopted Minerals Local Plan. The outcome will result in the production of an updated Minerals Local Plan. The purpose of which is to ensure that the county can meet its required demand for minerals.
Stakeholders: 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

Relevant equality information 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.	What the data tells us about equalities
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Population ¹	1,129,000. 29.25% aged 30-49 18.87% aged 0-14 17.99% aged 15-29 17.78% aged 50-64 16.11% aged 65 and over
Age Structure ²	Most residents in Herts are within the 45-49 year age range (7.78%) The lowest numbers of residents are 90 years and above (0.85%) Of 0-45 year olds, the age range with the least residents in Herts is 20-24 years.
Gender ³	49% males 51% females
Ethnicity ⁴	In 2011, the proportion of the total population that were in a minority ethnic group (i.e. not White-British) was 19.18%.
Religion ⁵	In 2011, 58.25% Christian Second highest proportion was 26.53% no religion
Maternity ⁶	In 2013 there were 14,503 live births to mothers who were usually resident in Herts The General Fertility Rate (GFR) for Hertfordshire in 2013 was 64.4 live births per 1,000 women aged 15–44
Marriage ⁷	In 2011 there were 5,056 marriages registered in Hertfordshire
Civil Partnership ⁸	In 2012 there were 91 civil partnerships in Hertfordshire
Marital Status ⁹	49.87% married or in civil partnership 8.49% divorced or formerly in a civil partnership 6.53% widowed or person from a civil partnership

¹ www.herts.gov.uk (mid-2012 estimate)

² www.herts.gov.uk (mid-2013 estimate)

³ ONS, Census 2011

⁴ www.herts.gov.uk

⁵ ONS, Census 2011

⁶ ONS Birth Summary Tables 2013

⁷ ONS Census 2011

⁸ ONS, Civil Partnership Formations Table 2012

⁹ ONS, Census 2011

Living as a couple ¹⁰	2.47% separated 0.15% in civil partnership
Carers ¹¹	60.89% in 2011
Disability ¹²	9.73% in 2011
Learning Disabilities ¹³	14.32% are limited by activities 85.68% are not limited by activities
Household Composition ¹⁴	Estimates suggest that 26,500 people in Hertfordshire (2.4% of the population) may have Learning Disabilities
Mosaic Composition ¹⁵	41.77% of households with children 37.33% of households were one family with a couple married or in a civil partnership 28.38% were one person households 20.31% were households with 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
Language ¹⁶	Middle incomes suburbia was the most prevalent category (16.38%) Reliant families was the least prevalent category (0.84%)
Education ¹⁷	93.94% speak English as their main language
In addition to the specific information relating to Hertfordshire provided above, there is other information to consider as follows:	The highest percentage of residents has level 4 or more qualifications (32.14%) The lowest percentage is apprenticeship (3.25%).

¹⁰ ONS, Census 2011

¹¹ www.hertslis.org

¹² www.hertslis.org

¹³ www.hertslis.org Health and Wellbeing in Hertfordshire pages

¹⁴ ONS, Census 2011

¹⁵ www.hertslis.org

¹⁶ ONS, Census 2011

¹⁷ ONS, Census 2011



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<ul style="list-style-type: none"> • Previous EqIAs for Waste Local Plan; • Site Monitoring; • Annual Minerals Survey; • Neighbourhood Plans. 	<p>Highlights any known disadvantaged groups;</p> <p>Existing communities surrounding existing mineral extraction sites;</p> <p>Technical and commercially sensitive data relating to the rate of extraction and remaining reserves;</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 or negative impact	What reasonable mitigations can you propose?
Age	<p>Operational 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, dust, smell and traffic associated with the winning of aggregates and the movement of materials</p> <p>Consultations The older generation may be disadvantaged if the reliance is upon electronic communication. Those relying on buses may be disadvantaged if stakeholder events are not held in locations accessible by bus. Young people may not be engaged in the planning process and therefore disadvantaged.</p>	<p>Conditions can be imposed on mineral planning permissions to regulate the operations. Compliance will be maintained by the monitoring of mineral sites. The Mineral 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. Stakeholder 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>
Disability Including Learning Disability	<p>Operational Mineral operations creating dust could impact negatively on those with breathing difficulties. Those with autism or related illnesses could be</p>	<p>Conditions can be imposed on mineral planning permissions to regulate the operations. Stakeholder events should be held in venues that are accessible and with suitable</p>



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	<p>negatively affected by noise created from mineral operations and increased traffic movements resulting in noise, smell and reduced air quality.</p> <p>Consultation Stakeholder 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>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.</p>
Race	<p>People who do not understand English may have difficulty in engaging in stakeholder and consultation events.</p>	<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>
Gender reassignment	<p>It is not anticipated that the proposals will affect people disproportionately because of gender reassignment.</p>	<p>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.</p>
Pregnancy and maternity	<p>Pregnant women or those on maternity/paternity leave who live in close proximity to a mineral extraction site may be more susceptible to health related impacts associated with the site operations such as noise, dust, smell and increased traffic movements resulting in noise and reduced air quality</p>	<p>Conditions can be imposed on mineral planning permissions to regulate the operations. Compliance will be maintained by the monitoring of mineral sites. The Mineral Planning Authority will continue to provide relevant information and accept responses to consultations via email, objective, letter and</p>

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		consultation response form.
Religion or belief	Stakeholder events and consultation periods over religious festivals could disadvantage some people.	The Mineral 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. Stakeholder events should not be held at the same time of day/week.
Sex	<p>Operational 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 mineral extraction site and therefore maybe more susceptible to mineral site operations. Although it is not anticipated that the proposals will affect people disproportionately because of their sex.</p> <p>Consultation Stakeholder events held at particular times of the day may disadvantage both females and males.</p>	<p>Conditions can be imposed on mineral planning permissions to regulate the operations. Compliance will be maintained by the monitoring of mineral sites.</p> <p>Stakeholder events should not be held at the same time of day/week to ensure there is flexibility for everyone to attend.</p>
Sexual orientation	It is not anticipated that the proposals will affect people disproportionately because of	Officers will ensure compliance with equalities legislation throughout consultations and the



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	their sexual orientation.	plan making process. Officers will be available to answer questions and provide guidance relating to the planning process at all times.
Marriage & civil partnership	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.
Carers (by association with any of the above)	Stakeholder events held at particular times of the day may disadvantage carers.	Stakeholder events should not be held at the same time of day/week to ensure there is flexibility for everyone to attend.
Opportunity to advance equality of opportunity and/or foster good relations (Please refer to the guidance for more information on the public sector duties)		

STEP 5: Gaps identified

<p>Gaps identified</p> <p>Do you need to collect more data/information or carry out consultation? (A 'How to engage' consultation guide is on Compass). 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 mineral extraction sites may be required. The Minerals Planning Authority needs to be aware of the district growth proposals which may cause disadvantages to new households near to mineral extraction areas.</p> <p>The Mineral 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

Consider if your proposal (MLP) 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.

- Health and Safety on non-operational sites;
- Vandalism and stealing of mineral extraction equipment;
- Liaison groups;
- Cumulative impacts in an area linked with other traffic generating uses;
- Supply of minerals to assist local development proposals;
- Minerals to trade with other authorities for those non-indigenous to Herts;
- Development Management can impose conditions on applications to regularise issues such as noise, dust & traffic.

STEP 7: Conclusion of your analysis

Select one conclusion of your analysis	Give details
<input type="checkbox"/> No equality impacts identified – No change required to proposal.	
<input type="checkbox"/> Minimal equality impacts identified – 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 checked="" type="checkbox"/> Potential equality impacts identified – Take ‘mitigating action’ to remove barriers or better advance equality. – Complete the action plan in the next section.	Potential equality impacts may arise during stakeholder events and consultations. In addition mineral extraction operations need to consider equality issues through policies and separately through the development management process. Stakeholder events and consultation literature needs to be in plain English
<input type="checkbox"/> Major equality impacts identified – 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:	Action proposed	Officer Responsible and target date
– Mitigation measures – Further research – Consultation proposal – Monitor and review		
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	TCL, GN, JG, MW & DH By 2018

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Issue or opportunity identified relating to: <ul style="list-style-type: none"> – Mitigation measures – Further research – Consultation proposal – Monitor and review 	Action proposed	Officer Responsible and target date
	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 Christmas and Easter.	
Restricted access to stakeholder events	Hold stakeholder 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, GN, JG, MW & DH By 2018
Policy writing	Consider all protected characteristics and potential impacts when writing minerals policies.	TCL, GN, JG, MW & DH By 2018
Potential environmental impacts	Make it clear in the Minerals Local Plan that conditions can be imposed on planning permissions to minimise impacts of mineral extraction and its associated transportation on any protected characteristics (for example covering issues such as dust, noise, traffic & working/operating hours)	TCL, GN, JG, MW & DH by 2018 in addition to Development Management Team Members 2018 onwards
Review and monitoring	Review how the protected characteristics are being treated equally at each work phase and after each consultation.	TCL, GN, JG, MW & DH By 2018

This EqIA has been reviewed and signed off by:

Head of Service or Business Manager:

Date:

Equality Action Group Chair:

Date: