

EQUALITY ANALYSIS (EA) - SCREENING TEMPLATE

GUIDANCE TOOL This Tool assists services in determining whether their plans and decisions will require a full Equalities Analysis. EAs help the Council comply with its duty under s.149 of the Equality Act 2010 to have “due regard” to specified equality matters. They are required in most cases but, in some cases, an EA is not necessary or is only necessary for certain aspects of a decision. Full guidance on the Council’s duties and EAs and the full EA template is available at <http://forestnet.lbwf.gov.uk/index/residents-first/equalities/equality-analysis.htm>

The Council understands that whilst its equalities duty applies to all services, it is going to be more relevant to some decisions than others. We need to be pragmatic and ensure that the detail of Equality Analyses (EAs) are proportionate to the impact of decisions on the equality

duty. In some cases a full EA is not necessary and/or the equalities duties do not apply. In other cases, only part of a decision will require an EA to ensure the Council has due regard to its equality duties. The following examples are intended to assist:

Where will a full EA be required?	Where might an EA not be required?
<p>In short, wherever a decision has a more than minimal or theoretical adverse or negative impact on those with protected characteristics, for example, if the Council is considering:</p> <ul style="list-style-type: none"> • Ceasing a service • Reducing a service or reducing it in particular areas, e.g. closing an office in Leyton but not Walthamstow • Changes to the way a service is delivered, e.g. moving to personalisation or moving to online access only • Changes to eligibility criteria, rules or practices for a service • Changes to discretionary fees and charges 	<ul style="list-style-type: none"> • Where it can be proven that the decision has no equalities impact– with particular focus on negative impacts on service users and residents • Where it can be proven that the decision has a minimal or theoretical equalities impact (and so does not need to be considered) • Where the decision is mandatory and there is no element of discretion (e.g. to adopt a member’s code of conduct or similar) • In rare cases, where a previous EA exists and a review shows that it is still relevant at the time of the final decision, i.e. the facts have not changed

Important:

- The EA screening tool should not be used to mask over any equality impacts or as a “get out”.
- There can be a negative equality impact even if you think that overall, you are proposing changes that will make services better. If there is an adverse or negative impact, you must complete a full EA.
- **Negative** impacts are often indirect, i.e. a rule that is on its face of universal impact but has greater impact on some groups in practice e.g. due to the ethnic makeup of an area.
- In most cases, the screening process requires a degree of collation and analysis of

evidence. If this requires a lot of work, consider whether it is actually simpler to omit the screening process and undertake a full EA.

- The equality duty **continues** up to and after the final decision. If proposals or facts change before the final decision, any screening tool will need to be reviewed and evidenced.
- Any consultation undertaken should also inform the screening process, e.g. issues raised by those affected. Monitoring should take place after a decision as part of service delivery.
- The completed screening template will be attached to Cabinet or other decision making report and so it must include sufficient detail to justify the decision not to carry out a full EA.

What to do?

The screening process should be used on **ALL** new proposals, policies, projects, functions, saving proposals, major developments or planning applications, or when revising them, if there is no negative equality impact or there is uncertainty about whether there is a negative equality impact. **However**, If your proposal is of a significant nature and it is apparent from the outset that a full EA will be required, then you do not need to complete this screening template and can progress directly to a full EA. If a negative/adverse impact has been identified during completion of the screening tool, a full EA **MUST** be undertaken. If you have not identified any negative/ adverse impacts arising from your proposal you do

proposal does not have any negative/adverse impact. **If your proposal is going to Cabinet or Committee (e.g. Planning or Licensing) and you are not undertaking a full EA, you must:**

a. share your report and completed screening tool with Shahid Mallam, Performance & Improvement Team, who will check and challenge your findings *and*

b. use the following wording under the Equality & Diversity paragraph in the Cabinet report: *“An initial screening exercise of the equality impact of this decision was undertaken and determined there was no / minimal impact (delete as appropriate) on the Council’s equality duty.”* Attach the



not need to undertake a full EA. However, make sure you have explained clearly why the

completed template as an appendix to your report.

1. Proposal / Project Title: North London Waste Plan (NLWP) Adoption				
2. Brief summary of the above: (include main aims, proposed outcomes, recommendations / decisions sought) Agreement of the modifications put forward by the Inspector in his Report on the North London Waste Plan to inform the recommendation to Full Council that the North London Waste Plan be adopted by the Council to become part of the statutory Development Plan for the borough.				
3. Considering the equality aims (eliminate unlawful discrimination; advance equality of opportunity; foster good relations) indicate for each protected group whether there may be a positive impact, negative (adverse) impact, or no impact arising from the proposal.				
4. Protected Characteristic (Equality Group) <input checked="" type="checkbox"/>	Positive Impact	Negative Impact	No Impact	Briefly explain your answer. Consider evidence, data and any consultation. http://www.walthamforest.gov.uk/Pages/Services/Statistics-economic-information-and-analysis.aspx
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Borough Statistics: ONS 2020 estimates show that Waltham Forest has a population of 276,940. Broken down by broad age group, a high proportion of working-age adults aged 16 to 64 (66.9 per cent compared to 67.2 per cent in London and 62.3 per cent nationally). There are proportionately fewer people aged over 65 living in Waltham Forest (11 per cent) compared to London (12.2 percent) and the UK average (18.5 per cent). Parks and open space are important for children and young people as well as older people. Therefore the provision of new waste facilities should avoid the loss of open space. The provision of 'secured by design' features and good urban design, if incorporated into design solutions will encourage community safety. If hazardous waste disposal facilities are required and not provided this may lead to fly tipping of hazardous waste which poses a health and safety risk to all target groups especially young people and children as they are more likely to use green/open spaces. Older people are disproportionately more likely to be living in poverty and suffering from isolation, linked to this is a fear of crime and safety which means that creating safe, accessible and well-designed urban environments should be a priority in plan making. Older people may also be more affected by noise and dust and this is expected to be addressed as part of policy requirements. Older people often enjoy social interaction and voluntary pursuits so it will be essential to encourage community participation and consultation in the NLWP. Furthermore, the design of recycling facilities and community composting facilities within new residential

				developments need to provide easy access for the elderly.
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Borough Statistics:</p> <p>Recent data from the 2020 Annual Population Survey suggests there are 37,600 disabled people of working age (16-64) living in Waltham Forest. This would represent around 16% of the resident working-age population and is in line with the London average.</p> <p>Disabled people have particular needs and this is expected to be taken into consideration when educating and promoting awareness of waste issues. In all new sites, accessibility for disabled people is a key issue and there should be adequate provision for blue badge holders and access for powered off road vehicles that disabled and elderly groups often rely on for mobility. Transport and accessibility is an important issue, as is providing accessible and safe walkways and paths.</p> <p>Due to the low level of employment amongst disabled people, policies which provide employment and educational opportunities are particularly beneficial. This is likely to be greater through allowing for more sites rather than fewer, and developments involve alternative transport modes such as railway/road and sustainable waste transport vehicles.</p>
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Borough Statistics:</p> <p>Data regarding recent births from the GLA shows that Waltham Forest has 8.9% of its population aged between 0 and 4 compared to a London wide figure of 7.6% (2011). For those up to the age of 1 this percentage is 1.9% and 1.6% respectively. The Total Fertility rate for Waltham Forest in 2009 is 2.54 (4th highest across London) compared to a London wide figure of 1.95. The teenage pregnancy rate in Waltham Forest (2009) is 55 per 1,000 of the female population aged 15-17 compared with 41 across London and 38 across England. Source: 2010 SHLAA from GLA, Office for National Statistics, NHS (NCHOD).</p> <p>None. No issues have been identified from research or other evidence at this stage which could impact solely on this group.</p>

Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Borough Statistics:</p> <p>Waltham Forest is one of the most ethnically diverse areas in London. 146,880 (53%) persons are from a BAME background (other than White British/Irish), compared to 58% in London as a whole. Overall, White British/Irish is the largest ethnic group, accounting for 86,980 persons in the borough (32%), compared to 42% in London. This is followed by Other White (56,450, 20%), Pakistani (33,260, 11.5%), and Black African (22,550, 7.8%).</p> <p>BAME groups are disproportionately more likely to be living in poverty than non BME Groups. The provision of new waste facilities can provide employment opportunities and assist with unemployment related poverty.</p> <p>It is particularly important that BAME groups are involved in consultations and special efforts made to encourage this. This is because there has been little progress in engaging with this community in recent years on issues of waste management and recycling. Appropriate methods of communication as part of the plan making process may need to be employed to engage with this group. Local employment and training opportunities could be incorporated into local policy.</p>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Borough Statistics:</p> <p>The borough also has a diverse range of faith communities. According to the 2011 Census, Christianity remains the main religion, with 48 per cent of residents identifying as Christian. Although this proportion has decreased from 57 per cent in 2001, this is mostly due to increases in other groups as the absolute number of Christians has remained static. Almost a quarter of residents (22 per cent) are Muslims (compared to 5 per cent nationally), the proportion having increased from 15 per cent in 2001. There has also been a small increase in the proportion of people who identify themselves as secular (15 per cent to 18 per cent). The next update to religion statistics will come from the Census 2021, with the data released likely in 2022 onwards.</p> <p>Additional Data:</p> <ul style="list-style-type: none"> In the 2011 Census, 48% of residents identified themselves as Christian, and 22% as Muslims. This represents a significant increase in the percentage of Muslims from 2001 levels, and is also significantly higher than the national average of 5%

				<p>Fear of crime and safety are issues for this target group. Therefore community facilities need to be safe, accessible and well-designed within the urban environment. To reduce employment related poverty, new sites should seek to employ local people both during construction and operational stages.</p>
Sex (Including Gender Re-assignment)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Borough Statistics:</p> <p>Estimates of the gender split in Waltham Forest are 50.6% female and 49.4% male (Mayhew Harper) and 51.3% female and 48.7% male (GLA SHLAA). (Source: 2011 Mayhew Harper population count and GLA 2010 SHLAA).</p> <p>Community safety is a key concern for women. Therefore knowledge, including about where waste sites are going to be to be located, will be important to women. ‘Secured by design’ features and good urban design features must be incorporated into all designs to encourage community safety. Parks and open space are important to woman with families; therefore new waste facilities should avoid the loss of open space.</p> <p>Women will benefit from policies which promote an improved coverage of waste collection sites (e.g. Household Waste Recycling Centres (HWRC) in their local area. This will increase accessibility through greater transportation options. Locally based sites allow women to fit in waste management activities with their schedules which may include child care responsibilities or part time employment.</p>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Borough Statistics:</p> <p>National estimates of LGBT population range from 0.3% to 10% using different measures. A recent study commissioned by Waltham Forest Council suggested the population to be somewhere between 7,000 to 10,000 people in 2007 (this is 4-6% of the adult population). The study also suggested that there may be at least 35 transgender individuals in the borough (Source: Measuring Sexual Identity – Office for National Statistics, Waltham Forest LGBT Matters).</p> <p>Fear of crime and safety may apply to this group. Creating, safe accessible and well-designed urban environments will be an important planning objective.</p>
Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Borough Statistics:</p>

			2007- 2008 534 marriages registered in the borough and 46 Civil Partnerships 2008- 2009 625 marriages registered in the borough and 33 Civil Partnerships 2009 - 2010 670 marriages registered in the borough and 32 Civil Partnerships 2010 - 2011 725 marriages registered in the borough and 27 Civil Partnerships The NLWP is unlikely to have a significant impact on this equalities group.
5. There are no negative/adverse impact(s) If you have not identified any negative/adverse impacts please briefly explain your answer, providing evidence to support decision.	The NLWP is unlikely to have any adverse impacts on equalities groups as assessed by this Equalities Screening form. The spatial strategy of the NLWP emphasises places accessible by different modes of transport, proximity to waste sources, areas that can accommodate the co-location of facilities, opportunities for combined heat and power networks and directing waste management development to the most suitable sites and areas taking into account environmental and physical constraints. There are no new site designations in Waltham Forest and site allocations have reduced during the progress of the Plan.		
6. Describe how opportunities to advance equality and foster good relations for any of the protected characteristics has been taken up (where relevant).	NLWP policies are generally expected to be predominantly positive. Built-in procedural mechanisms associated with the plan making process have ensured that proposals were screened at key stages for likely adverse equality impacts. It is considered that the majority of likely impacts will be shared across all target groups and include low level negative effects such as an increase in noise, dust, pollutants, traffic associated impacts and community safety issues. Where identified, these impacts will be mitigated through consultation with local residents and the implementation of Construction Environmental Management Plans (CEMP) during the construction phase. CEMPs will be applied through the development control process with regard for the boroughs' Local Plan documents.		
7. As a result of this screening is a full EA necessary (Please check <input checked="" type="checkbox"/> appropriate box)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Briefly explain your answer. As has been outlined above, the NLWP will have an overall positive effect on equality groups – a full EA is therefore not required.
8. Name of Lead Officer: Kelvin Bathie		Job title: Principal Planning Policy Officer	Date screening tool completed: 9 Dec 2021

Signed off by Head of Service:

Name: Ian Rae

Date: 23 December 2021