

Appendix F

Equality impact assessment

Forward Plan ref. I016270

Date assessment completed: 16/1/24

Title of equality impact assessment: Harlow Local List Update 2023

Service: Strategic Growth and Regeneration

Team: Forward Planning

Focus / aim of equality impact assessment

To examine the potential impacts of adopting the updated Local List.

Names and roles of officers completing the assessment

David Watts – Senior Forward Planning Officer

Contact telephone number of lead officer 01279 446577

Policy / service / function details

This is an update to an existing policy/service/function

What is the purpose of the policy / service / function?

The Local List is a schedule of assets which contribute to Harlow's historic environment. Guidance from Historic England (Local Heritage Listing: Historic England Advice Note 7 (2nd ed)) states that a Local List can include buildings as well as structures and places, like important statues, war memorials, churches, phone boxes and former banks.

If the Council receives a planning application relating to an asset on the List, its local heritage value is considered, together with other material planning considerations, when the application is determined.

Local listing, therefore, offers some protection for locally listed heritage assets, as well as recording and raising awareness about local heritage.

Who are the key stakeholders?

- Harlow Council as local planning authority in the area
- Owners/tenants of properties/assets which are locally listed
- Those who nominated assets at the asset nomination stage

Are there any other documents / strategies linked to this policy / service / function?

- Harlow Local List Update 2023 – Part 1: Background and Process

- Harlow Local List Update 2023 – Part 2: Nominations Scoring
- Harlow Local List Update 2023 – Part 3: Shortlist
- Harlow Local List Update 2023 – Part 4: Updated Local List
- 2013 version of the Local List
- Planning Practice Guidance
- Historic England's Advice Note 7 (Local Heritage Listing)

Who is affected by the policy / service / function?

- Harlow Council as local planning authority in the area
- Owners/tenants of properties/assets which are locally listed

Who has been involved in the development of the policy / service / function?

- The Forward Planning and Development Management teams at Harlow Council have produced the updated Local List and associated documents.
- Members of the public could nominate assets during a nomination period for possible inclusion on the updated Local List (these were then subject to a scoring process).
- A specially selected panel provided comments on the proposed shortlist.
- A public consultation on the shortlist was undertaken.
- Owners/tenants of shortlisted properties/assets were notified about the shortlisting.

Which staff carry out the policy / service / function?

The Direction will affect the Development Management team, as the Local List is a material consideration when determining planning applications.

Quantitative and qualitative data

Quantitative

Quantitative Research is used to quantify the problem by way of generating numerical data or data that can be transformed into usable statistics. It is used to quantify attitudes, opinions, behaviours, and other defined variables – and generalise results from a larger sample population.

What quantitative (numerical) data do you already have about those who use or will use the policy / service / function?

- Development Management Team, approximately five officers (plus admin support).
- Owners/tenants of properties/assets which have been added to the updated Local List – approx. 60.

What gaps are there in the quantitative data?

No known gaps which will have implications.

What other quantitative data do you need?

No further data is known to be required.

Qualitative

Qualitative research is a process of naturalistic inquiry that seeks an in-depth understanding of social phenomena within their natural setting. It focuses on the "why"

rather than the "what" of social phenomena and relies on the direct experiences of human beings as meaning-making agents in their everyday lives.

What qualitative data do you already have about those who use or will use the policy / service / function?

- Development Management team

What gaps are there in the qualitative data?

No known gaps which will have implications.

What other qualitative data do you need?

No further data is known to be required.

Consultation

Number of formal or informal consultation that have taken place or that you are planning to hold to inform your Equality impact assessment

- Harlow Heritage Nominations period, April to June 2023
- Panel commenting on proposed shortlist, September 2023
- Shortlist consultation period, November to December 2023

Title of consultation	Date	Who did you consult with?	What were the main issues raised?	Gaps in data	If further consultations are needed to fill these gaps – state with whom, by whom, when and how is this going to be done?
Harlow Heritage Nominations period	25/4/23 – 23/6/23	<ul style="list-style-type: none"> - Statutory bodies - Local Plan database contacts - Internal departments - Social media channels - Hard copies in certain public places - Website 	<ul style="list-style-type: none"> - People nominated assets for possible inclusion on the Local List (which were then scored and those scoring highly enough were shortlisted). 	None which have implications.	Further consultation was carried out when the shortlist was being prepared and published.
Panel comments on proposed shortlist	1/9/23 – 30/9/23	<ul style="list-style-type: none"> - Specially-selected panel of interested parties (certain Councillors, HGGT rep and Harlow Civic Society rep) 	<ul style="list-style-type: none"> - A handful of assets should be scored higher which would allow them to be shortlisted (scoring subsequently amended). 	None which have implications.	Further consultation was carried out when the shortlist was published.
Shortlist consultation	23/11/23 – 22/12/23	<ul style="list-style-type: none"> - Statutory bodies - Local Plan database contacts - Internal departments - Social media channels - Hard copies in certain public places - Website - Owners of shortlisted assets - People who had nominated assets 	<ul style="list-style-type: none"> - Potential listing of three assets in relation to wider regeneration (these assets were subsequently not added to the updated Local List). 	None which have implications.	None required.

Protected characteristic groups from the Equality Act 2010

Assessment of Impact – Based on the data you have analysed and provided, and the results of the consultation or research you have undertaken, list below how the policy or function will or does work for each of the following equalities groups.

Protected characteristic groups from the Equality Act 2010

What do you know?

No impact on protected characteristic groups.

What do people tell you?

N/A

What does this mean?

N/A

What can you do?

N/A

Assessment of overall impacts and any further recommendations

The Local List update has no impact on any of the protected characteristic groups from the Equality Act 2010. The updated Local List will be monitored in accordance with usual monitoring of Planning policies, guidance, etc.

Action plan

Number of action plans N/A

Project Manager

Project Manager: David Watts (Senior Forward Planning officer)

Date: 16/1/24

Assistant Director Pauline Elliott (Interim Head of Planning and Building Control)

Date: 16/1/24