

# Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

## 1. RESPONSIBILITY

<b>Department</b>	Business Growth and Infrastructure	
<b>Service</b>	Strategic Planning and Economic Development	
<b>Proposed policy</b>	Adoption of Revised Statement of Community Involvement	
<b>Date</b>	14 <sup>th</sup> October 2020	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Crispian Logue
	<b>Post Title</b>	Head of Strategic Planning & Economic Development
	<b>Contact Number</b>	0161 253 5306
	<b>Signature</b>	<i>C. Logue</i>
	<b>Date</b>	10 <sup>th</sup> September 2020

## 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>The Statement of Community Involvement (SCI) sets out how we will involve the community in preparing and revising all local planning documents and in making decisions on planning applications.</p> <p>The current Statement of Community Involvement was adopted in October 2015. Approval is sought to adopt the Revised Draft Statement of Community Involvement following a 4-week consultation in August 2020.</p> <p>The purpose of revising the SCI is that Planning Practice Guidance requires SCIs to be updated every 5 years from the adoption date and, since the last revision, there have been a number of changes to planning legislation, policy and guidance that need to be reflected in the SCI.</p> <p>In addition, the Government has been clear that everyone should adhere to various measures to help combat the spread of coronavirus (COVID-19). These measures have implications for planning-related consultation, including how the public are engaged in plan-making and the ability of local authorities to comply with arrangements set out in their existing SCIs. As such, the SCI also needs to be revised to respond the COVID-19 restrictions so that plan making can continue during the emergency and to ensure that effective community involvement takes place during</p>
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	this time.
<b>Who are the main stakeholders?</b>	The main stakeholders which were involved in the Statement of Community Involvement consultation were local residents, developers, land owners, businesses, planning and development consultants, statutory consultees, infrastructure providers, interest groups and representative bodies.

### 3. ESTABLISHING RELEVANCE TO EQUALITY

**3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics.**  
**If you answer yes to any question, please also explain why and how that group of people will be affected.**

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	Yes	No	<p>The SCI refers to the Council's requirement under the Regulations to consult general consultation bodies that represent the interests of different racial and ethnic groups within the Borough. Details of such groups are held on the Council's database and are notified at each consultation stage on planning documents where considered relevant.</p> <p>The document also notes that the Council will be inclusive wherever possible by providing information in an accessible format and encourage involvement from groups traditionally not involved in the planning process.</p>
Disability	Yes	No	<p>The SCI refers to the Council's requirement under the Regulations to consult general consultation bodies that represent the interests of disabled groups within the Borough. Details of such groups are held on the Council's database and are notified at each consultation stage on planning documents where considered relevant.</p> <p>The document also notes that the Council will be inclusive wherever possible by providing information in an accessible format/manner and encouraging involvement from groups traditionally not involved in the planning process.</p>
Gender	Yes	No	<p>The SCI refers to the Council's requirement under the Regulations to consult general consultation bodies that represent the interests of different racial and ethnic groups within the Borough. Details of such groups are held on the Council's database and are</p>

			notified at each consultation stage on planning documents where considered relevant.
Gender reassignment	No	No	
Age	Yes	No	<p>The SCI refers to the Council's requirement under the Regulations to consult general consultation bodies that represent the interests of different racial and ethnic groups within the Borough. Details of such groups are held on the Council's database and are notified at each consultation stage on planning documents where considered relevant.</p> <p>The document also notes that the Council will be inclusive wherever possible by encouraging involvement from groups traditionally not involved in the planning process.</p>
Sexual orientation	No	No	
Religion or belief	Yes	No	<p>The SCI refers to the Council's requirement under the Regulations to consult general consultation bodies that represent the interests of different faith groups within the Borough. Details of such groups are held on the Council's database and are notified at each consultation stage on planning documents where considered relevant.</p> <p>The document also notes that the Council will be inclusive wherever possible by providing information in an accessible format/manner and encourage involvement from groups traditionally not involved in the planning process.</p>
Caring responsibilities	No	No	
Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.**

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Reason for the relevance</b>
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	Yes	The Revised Draft Statement of Community Involvement includes a requirement to consult bodies whose activities represent the interests of different racial, ethnic or national groups, different faith groups and disabled persons in the Borough.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	No	

**If you answered 'YES' to any of the questions in 3a and 3b**

**Go straight to Question 4**

**If you answered 'NO' to all of the questions in 3a and 3b**

**Go to Question 3c and do not answer questions 4-6**

**3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.**

#### **4. EQUALITY INFORMATION AND ENGAGEMENT**

**4a.** For a service plan, please list what equality information you currently have available (including a list of all EAs carried out on existing policies/procedures/strategies),

**OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

<b>Details of the equality information or engagement</b>	<b>Internet link if published</b>	<b>Date last updated</b>
The Revised Draft Statement of Community Involvement was subject to a 4 week consultation period, in which the Council sought the views of individuals, bodies and organisations on the Council's Local Plan consultation database via email or letter. These contacts represented the interests of different racial, ethnic or national groups, different faith groups and disabled persons in the Borough. 10 responses were received to the consultation.		

**4b.** Are there any information gaps, and if so how do you plan to tackle them?

No

## 5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<b>What will the likely overall effect of your policy/service plan be on equality?</b>	Positive
<b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b>	N/A
<b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b>	No
<b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b>	Following the consultation and receipt of representations all comments have been fully considered. The Revised Statement of Community Involvement is now to go before Cabinet to seek approval for adoption.

## 6. MONITORING AND REVIEW

**If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.**

The outcomes of consultations carried out in line with the Statement of Community Involvement will be published and recorded through the Local Plan Consultation Database. The timescale for review will be dependent on any legislative changes.

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO YOUR DEPARTMENTAL EQUALITY REPRESENTATIVE FOR RECORDING.**