



South Kesteven District Council

Equality Impact (Initial Analysis)

Statement of Community Involvement

Service Area: Development Management	Lead officer: Kevin Cartwright	Date of Meeting 17/04/18
	Assessors: Sylvia Bland	
	Neutral Assessor: Carol Drury	

1. Name and description of policy/service/function/strategy

The requirement to prepare a Statement of Community Involvement (SCI) is set out in the Planning and Compulsory Purchase Act 2004. The SCI is the document which sets out how the public, organisations and other interested parties will be involved and engaged in the preparation of the new Local Plan as well as in the process of determining planning applications.

Given the importance of consultation and particularly to update our consultation processes for Development Management purposes the opportunity has been taken to update the SCI.

The changes to the SCI are minor in nature and principally relate to changes to the way in which we notify and consult people during the planning application process. The changes align our consultation and notification process with the statutory process set out in the Town and Country Planning (Development Management Procedure) Order 2015. The Development Management Procedure Order is a Statutory Instrument which sets out the legal requirements for a local planning authority when publicising and consulting the community and any other stakeholders.

The changes would also allow increased electronic communication and use of the Council's website in the notification and consultation process. This would in-turn facilitate a reduction in the more traditional 'paper' means of consultation and move the Council towards more efficient and modern ways of working and communicating.

Is this a new or existing policy? **Existing**

2. Complete the table below, considering whether the proposed policy/service/function/strategy could have any potential positive, or negative impacts on groups from any of the protected characteristics (or diversity strands) listed, using demographic data, user surveys, local consultations evaluation forms, comments and complaints etc.

Equality Group	Does this policy/service/function/strategy have a positive or negative impact on any of the equality groups? Please state which for each group	Please describe why the impact is positive or negative. If you consider this policy etc is not relevant to a specific characteristic please explain why
Age	Neutral	The delivery and implementation of the SCI is not determined by any individual protected characteristic. If, however, there are specific circumstances that prevent the person from visiting the Council offices or viewing

		plans on-line, alternative arrangements would be provided on request. This may be in the form of paper copies of plans.
Disability	Neutral	The delivery and implementation of the SCI is not determined by any individual protected characteristic. However, if there are specific circumstances that prevent the person from visiting the Council offices or viewing plans on-line, alternative arrangements would be provided on request. This may be in the form of paper copies of plans or alternative format of planning applications e.g. large print, Braille or other required format on request.
Race	Neutral	The delivery and implementation of the SCI is not determined by any individual protected characteristic. However, the Council provides access to interpreters, the alternative language functionality of the website and language line for instant translation. We can also provide hard copies of information, response forms etc. in alternative languages on request.
Gender Reassignment	Neutral	This protected characteristic is not a determinant of this document.
Religion or Belief	Neutral	This protected characteristic is not a determinant of this document.
Sex	Neutral	This protected characteristic is not a determinant of this document.
Sexual Orientation	Neutral	This protected characteristic is not a determinant of this document.

Pregnancy and Maternity	Neutral	This protected characteristic is not a determinant of this document.
Marriage and Civil Partnership	Neutral	This protected characteristic is not a determinant of this document.
Carers	Neutral	No direct impact has been identified in relation to those with caring responsibilities beyond those already addressed under the protected characteristic of disability.
Other Groups (e.g. those from deprived (IMD*) communities; those from rural communities, those with an offending past) *(IMD = Indices of multiple deprivation)	Neutral	<p>The delivery and implementation of the SCI recognises certain hard to reach groups not identified above such as rural communities, those with poor literacy skills and those who may have poor internet accessibility. However, we will work with customers to facilitate equal access to consultations and notifications.</p> <p>We recognise that people with literacy issues may need assistance and appointments can be made with planning officers for customers who require additional support.</p> <p>For those customers unable to access information online alternative access methods are available.</p>
General comments	<p>The SCI sets out how the public, organisations and other interested parties will be involved and engaged in the preparation of the local plan documents and the planning application process.</p> <p>The SCI recognises specific hard to reach groups and identifies methods of consultation to engage with them, for example focus and stakeholder group meetings, drop in sessions in locations across the District and proactive engagement with organisations representative of certain groups such as the National Federation of Gypsy Liaison Groups.</p> <p>Responding to planning consultations is not governed by any individual protected characteristic and responses can be made in a variety of formats.</p>	

3. What equality data/information did you use to inform the outcomes of the proposed policy/service/function/strategy? (Note any relevant consultation who took part and key findings)

The proposed changes to the SCI are minor in nature and principally relate to changes to the way in which we notify and consult people when a planning application. The changes align our consultation and notification process with the statutory process set out in the Town and Country Planning (Development Management Procedure) Order 2015. The Development Management Procedure Order is a Statutory Instrument which sets out the legal requirements for a local planning authority when publicising and consulting the community and any other stakeholders.

The changes would also allow increased electronic communication and use of the Council's website in the notification and consultation process. This would in-turn facilitate a reduction in the more traditional 'paper' means of consultation and move the Council towards more efficient and modern ways of working and communicating.

Alternative arrangements are available on request (see section 2 above).

If there are any gaps in the consultation/monitoring data, how will this be addressed?

None.

4. Outcomes of analysis and recommendations (please note you will be required to provide evidence to support the recommendations made): Please check one of the options.

a)	No major change needed: equality analysis has not identified any potential for discrimination or for negative impact and all opportunities to promote equality have been taken. Alternative arrangements are available on request.	<input checked="" type="checkbox"/>
<i>If you have checked option a) you can now send this form to the Lead Officer and your Neutral Assessor for sign off</i>		
b)		<input type="checkbox"/>
<i>If you have checked option b) you will need to answer questions b.1 and b.2</i>		
c)		<input type="checkbox"/>
<i>If you have checked option c) you will need to answer questions c.1</i>		
d)		<input type="checkbox"/>

- b.1** In brief, what changes are you planning to make to your proposed policy/service/function/strategy to minimise or eliminate the negative equality impacts?
- b.2** Please provide details of whom you will consult on the proposed changes and if you do not plan to consult, please provide the rationale behind that decision.

If you have checked option b) you will need to complete a Stage 2 equality analysis

- c.1** Please provide an explanation in the box below that clearly sets out your justification for continuing with the proposed policy/function/service/ strategy.

*If you have checked option c) you will need to complete a Stage 2 equality analysis.
You should consider in stage 2 whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact.*

Signed (Lead Officer):
(Name and title)

Kevin Cartwright
Principal Planning Officer

Date completed:

17/04/18

Signed (Neutral Assessor):
(Name and title)
Officer

Carol Drury
Community Engagement and Policy Development

Date signed off:

17/04/18