

### **Stage 1: Equality Impact Assessment**

<b>1. What are the main aims purpose and outcomes of the Policy and how do these fit with the wider aims of the organization?</b>
<p>The Statement of Community Involvement (SCI) sets out how and when stakeholders and the local community can participate in the preparation of local planning policy documents and planning applications. Engagement with the local community is an essential part of the planning process, particularly at an early stage, and can enable communities to shape the area where they live. The council has a duty to prepare an SCI and to follow the procedures set out in the document. The SCI meets the wider aims of the council for corporate and customer excellence, and supports the council's Corporate Equality Policy.</p>
<b>2. How do these aims affect our duty to:</b> <ul style="list-style-type: none"> <li>• <b>Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the act.</b></li> <li>• <b>Advance equality of opportunity between people who share a protected characteristic and those who do not.</b></li> <li>• <b>Foster good relations between people who share a protected characteristic and those who do not.</b></li> </ul>
<p>By undertaking public consultation in accordance with the processes set out in the SCI the duty will be met.</p>
<b>3. What aspects of the policy including how it is delivered or accessed could contribute to inequality?</b>
<p>The SCI seeks to address inequality through stakeholder engagement and public consultation.</p>
<b>4. Will the policy have an impact (positive or negative) upon the lives of people, including particular communities and groups who have protected characteristics ? What evidence do you have for this?</b>
<p>The SCI will have a positive impact upon all members of the public, including groups who have protected characteristics, by setting out the plan making and planning application stages for stakeholder engagement and public consultations, together with the range of consultation methods to suit all potential respondents.</p>

If the answer to the second question has identified potential impacts and you have answered yes to any of the remaining questions then you should carry out a full EQIA set out as stage 2 below.

**Stage 2: Equality Impact Assessment**

<b>Name of Policy/Service/Function</b>
<b>Purpose</b>
What are you trying to achieve with the policy / service / function?
Who defines and manages it?
Who do you intend to benefit from it and how?
What could prevent people from getting the most out of the policy / service / function?

How will you get your customers involved in the analysis and how will you tell people about it?
<b>Evidence</b>
How will you know if the policy delivers its intended outcome / benefits?
How satisfied are your customers and how do you know?
What existing data do you have on the people that use the service and the wider population?
What other information would it be useful to have? How could you get this?
Are you breaking down data by equality groups where relevant (such as by

gender, age, disability, ethnicity, sexual orientation, marital status, religion and belief, pregnancy and maternity)?

Are you using partners, stakeholders, and councillors to get information and feedback?

**Impact**

Are some people benefiting more – or less - than others? If so, why might this be?

**Actions**

If the evidence suggests that the policy / service / function benefits a particular group – or disadvantages another - is there a justifiable reason for this and if so, what is it?

Is it discriminatory in any way?

## APPENDIX C

Is there a possible impact in relationships or perceptions between different parts of the community?
What measures can you put in place to reduce disadvantages?
Do you need to consult further?
Have you identified any potential improvements to customer service?
Who should you tell about the outcomes of this analysis?

## APPENDIX C

Have you built the actions into your Service Plan or Policy Implementation Plan with a clear timescale?
When will this assessment need to be repeated?