

Equality, Diversity, and Community Impact Screening

As a public authority we should ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

This form should be read in conjunction with the Equality Diversity and Community Impact Assessment Toolkit

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment

Project Name/Service Area: <i>Statement of Community Involvement</i>	
Lead person: <i>Paula Craddock</i>	Contact number: <i>x42096</i>

1. Title: Draft Statement of Community Involvement (November 2019)	
Is this	
	A Strategy or Policy
	A change to a service or function
x	Other (specify) Updated version of Statement of Community Involvement

<p>2. Please provide a brief description of what you are screening</p> <p><i>The existing Statement of Community Involvement was adopted in 2007. A review and revision was needed to ensure that this document remains relevant and up to date to meet the requirements of changes to Planning Legislation and guidance.</i></p> <p><i>Selby District Council is the Local Planning Authority for the whole of the District of Selby. Local Planning Authorities are required to prepare a statement setting out how it will involve those with an interest in development in the area under the following legislation:</i></p> <ul style="list-style-type: none"> • <i>the Planning and Compulsory Purchase Act 2004 (section 18) (as amended by the Planning Act 2008, the Localism Act 2011 and the Neighbourhood Planning Act 2017)</i> • <i>The Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017 includes a duty on Local Planning Authorities (LPAs) to review their Statement of Community Involvement every five years</i>

- *The Neighbourhood Planning Act 2017 has specifically introduced a requirement on Local Planning Authorities to include within the Statement of Community Involvement the policies for giving advice or assistance on making and modifying Neighbourhood Development Plans and on making Neighbourhood Development Orders.*

This screening assessment applies to the draft Statement of Community Involvement (November 2019). The Statement of Community Involvement is a statutory planning document and applies to the whole of the Selby District Council area.

The draft Statement of Community Involvement (November 2019) sets out:

- *how the Council will involve the community and other stakeholders in Planning matters including:*
 - *how and when the community can influence new planning policy documents*
 - *how and when the community can comment on planning applications, as well as other forms of application for development such as Listed Buildings and prior notifications submitted to Selby District Council*
- *the role of elected Councillors, Parish and Town Councils and voluntary and community groups in planning matters*
- *Who the community can contact for assistance in planning matters and*
- *What will be expected of the community when making comments*

3. Relevance to equality, diversity, and community impact

All the council's strategies/policies, services/functions affect service users and the wider community – district wide or more local.

The effects may have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant EDCI is to your proposals.

When considering these questions think about the protected characteristics : age, disability, gender reassignment, pregnancy or maternity, race, religion or belief, sex, sexual orientation, and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background, caring responsibilities and education or skills levels).

Questions	Yes	No
Does the proposal have (or could it have) a different impact for people with protected equality characteristics?	x	
Have there been or is there likely to be any public concern about the policy or proposal?	x	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	x	
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and 	x	

harassment <ul style="list-style-type: none"> • Advancing equality of opportunity • Fostering good relations 		
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If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity and community impact within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity and community impact within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity and community impact

If you can demonstrate you have considered how your proposals impact on equality, diversity and community impact you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity and community impact?**

(think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

The Planning Service believes that everyone, the “community”, should have the opportunity to be involved in decisions that could affect them and their wider community. This includes the individuals, groups, organisations, businesses, Parish and Town Councils, Statutory and non-statutory agencies, landowners, developers and agents that live, work, visit, operate or have an interest in Selby District. Recognition is also made of hard to reach groups and the identification of potential barriers to consultation. To remove these, the Planning Service will tailor different approaches to different audiences in line with the Royal Town Planning Institute (RTPI) guidelines.

Availability of documents and information

All documentation will be available on the Council’s website in line with the latest legislation and guidance. The use of any electronic formatting facilities available in software is encouraged to assist in accessing the documents to meet any visual or language requirements. Similarly the documents will be available upon request in alternative formats.

Consultation and Engagement on the draft Statement of Community Involvement (November 2019)

The Planning Service will advertise the availability of the draft Statement of Community Involvement (November 2019) on its website and by notifying those registered on the extensive Planning Policy Consultation portal / database. This includes local residents, businesses, agents, Parish and Town Councils and equality groups. The Community Engagement Forums will also be notified.

The Planning Service is trying to be as accessible as possible in line with the Corporate Plan, the Selby Customer Strategy and the Statement of Community Involvement itself.

To ensure that as many people as possible have the opportunity to be involved in the planning service and this consultation :

- *Details of the consultation as well as the document, this Equality Scoping report and comment form will be available on the Council's website.*
- *All documentation will be checked for plain English*
- *Copies of the documentation will be available at Access Selby and all libraries in the District (all of which have disabled access)*
- *Parish Councils will be asked to publicise the availability of the document*
- *Presentations will be made to the Community Engagement Forums.*

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

The purpose of the draft Statement of Community Involvement (November 2019) is to ensure that the Statement of Community Involvement is up to date and in line with current legislation and guidance. An up to date Statement of Community Involvement will ensure that consultation and engagement with the planning service meets legislation requirements for equality, diversity and inclusivity.

Being involved in planning allows the "community" to potentially influence the way the District will change over time. The Planning Service encourages early engagement with the Council's Planning Officers for both draft policy documents and pre-application advice for submitting applications for planning permission. The draft Statement of Community Involvement (November 2019) also encourages attending the Community Engagement Forums, contacting the Ward Councillors, Parish and Town Councillors and the use of independent Planning Consultants and Planning Aid as necessary and relevant to the planning issue.

The draft Statement of Community Involvement (November 2019) sets out that in line with legislation requirements the Planning Service will use a range of methods of advertising the opportunities to be involved in the planning service for the preparation of planning policy documents to submitting applications for planning permission, commenting upon applications for planning permission and for informing the planning service of potential breaches of planning control.

This consultation document is likely to foster discussions and contact with communities that can be built upon for future engagements.

- **Actions**

(think about how you will promote positive impact and remove/ reduce negative impact)

The draft Statement of Community Involvement (November 2019) sets out the various processes for being involved with the planning service. It shows that planning is an open, transparent and accessible service available to everyone. Planning Officers are accessible through email, telephone, letter and appointments at Access Selby, as well as

by attending the Community Engagement Forums.

Hard to reach groups and equality groups will be contacted and encouraged to be involved in planning. Through this consultation exercise it is hoped to continue to build upon their involvement and responses.

The draft Statement of Community Involvement (November 2019) sets out measures for monitoring and review of the document and engagement processes in planning. Therefore, the draft Statement of Community Involvement (November 2019) consultation and engagement itself will be monitored. If it is considered that hard to reach groups have not been reached, that this consultation generates a low response, or if improvements to consultation are suggested, the planning service will consider potentially reviewing of the Statement of Community Involvement itself before adoption.

5. If you are **not already considering the impact on equality, diversity, cohesion and integration you **will need to carry out an impact assessment.****

n/a

Date to scope and plan your impact assessment:

n/a

Date to complete your impact assessment

n/a

Lead person for your impact assessment
(Include name and job title)

n/a

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name

Job title

Date

Caroline Skelly

Planning Policy Manager

July 2019

7. Publishing

This Equality, Diversity, and community impact screening will act as evidence that due regard to equality and diversity has been given.

If this impact assessment relates to a **Key Delegated Decision or Executive or full Council** or a **Decision** a copy should be emailed to Democratic Services and will be published along with the relevant report.

A copy of **all other** Equality and Diversity and community impact assessments should be kept on the project file (but need not be published).

Date screening completed July 2019