

# Sheffield City Council Equality Impact Assessment



[Guidance for completing this form is available on the intranet](#)

Help is also available by selecting the grey area and pressing the F1 key

**Name of policy/project/decision:** Updating Planning Statement of Community Involvement and Code of Practice on Publicity and Consultation for planning applications

**Status of policy/project/decision:** Existing

**Name of person(s) writing EIA:** Graham Withers/Matthew Gregg/Laurie Platt

**Date:** 25/02/14

**Service:** Planning

**Portfolio:** Place

**What are the brief aims of the policy/project/decision?** To update SCI to reflect changes in legislation and to modernise and secure efficiencies in application consultation processes

**Are there any potential Council staffing implications, include workforce diversity?**

Together with other efficiency savings in the application processes these changes will help to secure the deletion of an Administrative Assistant post from the Plans Admin team in Planning, as set out in its budget savings proposals for 2014/15. It is expected that this will be managed without requiring a redundancy. There are no diversity implications.

Under the [Public Sector Equality Duty](#), we have to pay due regard to: "Eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations." [More information is available on the council website](#)

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
Age	Neutral	Low	We will liaise with Local Area Partnerships and Children Young People and Families and to identify young people groups and suitable contacts, multi-agency networks and means of engagement, such as school councils, and young people's action groups but we no longer have the resources, and the assistance of Yorkshire Planning Aid which has ceased to exist, to engage directly with school councils and young people's action groups as we said we would in the last version of the SCI in 2006.
Disability	Positive	Low	For consultation on planning policy documents we will discuss consultation programmes with the Access Officer and, if so advised, with the Access Liaison Group. The discussion will cover contact details of disability-related organisations to be consulted as well as arrangements for publicity, publications and

<b>Areas of possible impact</b>	<b>Impact</b>	<b>Impact level</b>	<b>Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)</b>
			consultation events.
<b>Pregnancy/maternity</b>	Neutral	Low	None
<b>Race</b>	Positive	Low	For consultation on planning policy documents we will liaise with Local Area Partnerships to identify BME, disability, elderly and young people groups from their contacts and networks. We will also work with the Black Community Forum and the Council's Equalities Team on the details of the consultation programmes and to advise on BME organisations, networks and contacts to be consulted.
<b>Religion/belief</b>	Neutral	Low	For consultation on planning policy documents we will consulting religious, community and faith groups through our mailing list.
<b>Sex</b>	Neutral	Low	For consultation on planning policy documents we will consult the Inspiring Women Forum and the South Yorkshire Women's Development Trust and other relevant bodies through our mailing list. Detailed consultation arrangements at local level need to be sensitive to the needs of women, for example in ensuring that meeting venues feel safe, or fixing the time, place and character of drop-in events.
<b>Sexual orientation</b>	Neutral	Low	For consultation on planning policy documents we will consult the Sheffield LGBT Multi Agency Group and other relevant bodies through our mailing list.
<b>Transgender</b>	Neutral	Low	As above
<b>Financial inclusion, poverty, social justice cohesion or carers</b>	Neutral	Low	Ensure that all planning policy documents are available for free inspection at several public information points.
<b>Voluntary, community and faith sector</b>	Neutral	Low	Consult religious, community and faith groups through our mailing list.
<b>Other/additional:</b>	Neutral	Low	Wide consultation will test that there are no unintended consequences of disadvantaging individuals who do not have access to modern media, such as the internet and mobile phones.
<b>Other/additional:</b>	-Select-	-Select-	

**Overall summary of possible impact (to be used on EMT, cabinet reports etc):**

If you have identified significant change, med or high negative outcomes or for example the impact is on specialist provision relating to the groups above, or there is cumulative impact you **must** complete the action plan.

**Review date:**                      **Q Tier Ref**                      **Reference number:**  
**Entered on Qtier:** No                      **Action plan needed:** No  
**Approved (Lead Manager):**                      **Date:**  
**Approved (EIA Lead person for Portfolio):**                      **Date:**  
**Does the proposal/ decision impact on or relate to specialist provision:** -Select-  
  
**Risk rating:** -Select-

## Action plan

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		

**Approved (Lead Manager):**                      **Date:**  
**Approved (EIA Lead Officer for Portfolio):**                      **Date:**

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