

Equality Analysis Template – Statement of Community Involvement for the Planning Service

1. Name of activity:	Planning consultations			
2. Main purpose of activity:	The Statement of Community Involvement for Planning (SCI) sets out how consultations will be conducted during the preparation of masterplans for the allocated strategic sites, supplementary planning documents, the review of the local plan or in determining planning applications. It also sets out how the Council will conduct public consultation for those stages in neighbourhood planning for which it is responsible.			
3. List the information, data or evidence used in this assessment:	The preparation of the SCI is required in the Planning and Compulsory Purchase Act 2004 and there is a requirement to review the SCI every 5 years starting from the date of adoption. The latest version of the SCI was adopted on 21 July 2020. The 2023 consultation version of the SCI has been prepared following the adoption of the Local Plan in November 2022. There will be a change in focus in the SCI away from Local Plan preparation to masterplanning for the allocated strategic sites and preparing additional guidance in the form of supplementary planning documents.			
4. Assessment				
Characteristics	Neutral (x)	Negative (x)	Positive (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative Positive The SCI includes details about the types of community groups which will be consulted and recognises that there are particular groups whose voices are less often heard or who may engage to a lesser degree in planning consultations. These groups include: People with disabilities; Black and ethnic minority groups; Working age people; Young people; and Gypsy and traveller communities. The SCI also sets out steps to help capture feedback and engage with these groups, including working with the Policy and Community Engagement Team who have already developed links and networks with a number of these communities.
A person living with a disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative Positive
A person of a particular race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative

				Positive
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular religion or belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
Transgender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive

5 Results

	Yes	No	
Were positive impacts identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consideration is being paid to reaching and engaging with a wide and diverse section of the North Herts community. This will be done by working with the Policy and Community Engagement team who have established links with diverse communities.
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

6. Consultation, decisions and actions

If High or very high range results were identified who was consulted and what recommendations were given?

Once public consultation for supplementary planning or local plan documents, neighbourhood plans and planning applications has been completed, officers consider all the responses and make recommendations as to how a consultation document should be amended or a decision is made in the case of a planning application.

In terms of consultations on the strategic site masterplans, officers will expect the developer, landowner or their representatives to consider all of the responses and make recommendations as how those masterplans may be amended before a planning application is submitted to the local planning authority.

Describe the decision on this activity

A report is prepared for Members to consider and either approve or reject an officer recommendation, through Cabinet or the Planning Control Committee.

List all actions identified to address/mitigate negative impact or promote positively

Action	Responsible person	Completion due date
The SCI sets out how consultations will take place & it has identified a number of groups which have been "seldom heard" in previous consultations. The use of different consultation techniques will be considered to try and broaden the groups who participate in the consultations. The use of monitoring forms will be considered to assess the effectiveness of future consultations reaching all areas of the community.	Nigel Smith	31 Dec 2023

When, how and by whom will these actions be monitored?

The Strategic Planning and the Strategic Infrastructure and Projects teams will review future public consultations after each consultation period and consider whether all groups within the community have been represented.

7. Signatures

Assessor

Name: Signature**

Validated by

Name: Signature**

Forward to the Corporate Policy Team

Signature**

Assessment date: Review date:

**** Please type your name to allow forms to be sent electronically.**

A copy of this form should be forwarded to the corporate policy team and duplicate filed on the council's report system alongside any report proposing a decision on policy or service change.