

EQUALITY IMPACT ASSESSMENT

THE STAGE ONE ASSESSMENT FORM - the initial screening process

SERVICE, POLICY OR FUNCTION BEING ASSESSED: Planning and Building Control
DESCRIPTION OF SERVICE, POLICY OR FUNCTION: (e.g. main purpose, users or beneficiaries etc) The processing of planning and building regulation applications, the provision of advice and guidance to applicants, agents, elected members, town and parish councils, statutory bodies and other parties (including the general public) involved in the development process.
Please indicate if it is an existing area of service or a new area/project: Existing

Target Equality Group <i>(see guidance note 2 for details)</i>	Does it have a Positive Impact If yes, please explain how <i>(see guidance note 6 for details)</i>	Does it have a Neutral Impact If yes, please explain how <i>(see guidance note 9 for details)</i>	Does it have a Negative Impact If yes please explain how, indicate if it is legal and whether or not it is intended. <i>(see guidance note 7 for details)</i>	If it has a negative impact, is the level of this impact high or low? <i>(see guidance note 10 for details)</i>
Age			Delivery of the service may have a negative impact on those wishing to gain access to information because they are not IT literate, able to read or write, mobile, have speech, hearing or sight impediments.	Low

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Belief or faith		Proposals are determined on land-use planning or technical grounds. While the determination of an application for a new Mosque, for example, could have a positive outcome for one group it could be viewed negatively by other groups.		
Disability	Part M of the Building Regulations is intended to have a positive impact upon people with disabilities. Planning fees are discounted for this group.		Inappropriately designed or located development could have a negative impact. Gaining access to information may be difficult for those who have a speech, hearing or sight impediment.	Low
Sexual Orientation		Proposals are determined on land-use planning or technical grounds and should not therefore have an impact in this area.		

Target Equality Group <i>(see guidance note 2 for details)</i>	Does it have a Positive Impact If yes, please explain how <i>(see guidance note 6 for details)</i>	Does it have a Neutral Impact If yes, please explain how <i>(see guidance note 9 for details)</i>	Does it have a Negative Impact If yes please explain how, indicate if it is legal and whether or not it is intended. <i>(see guidance note 7 for details)</i>	If it has a negative impact, is the level of this impact high or low? <i>(see guidance note 10 for details)</i>
Gender		Proposals are determined on land-use planning or technical grounds. While the determination of an application for a women's refuge, for example, could have a positive outcome it could be perceived differently by men subject to domestic violence.		
Race	Specific planning guidance exists for Gypsies and Travellers.		Provision of information to groups/individuals for who English is not their first language.	Low

PLEASE ANSWER THE FOLLOWING QUESTIONS IF ANY AREAS HAVE BEEN IDENTIFIED WITH LOW LEVEL NEGATIVE IMPACT

IS THE IMPACT LIKELY TO CHANGE OVER TIME?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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IF YES, HOW WILL THE IMPACT CHANGE?

WHAT CAN YOU DO TO MINIMISE OR REMOVE ANY *UNINTENDED* NEGATIVE IMPACT?

Consider producing key documents in other formats, for example, large print.
Offer home visits to those with mobility problems.
Support initiatives to improve IT literacy
Provide additional staff training on equality/diversity issues

HOW COULD YOU MONITOR THIS WORK?

Record requests for information in alternative formats/home visits if availability is advertised.

IF YOU HAVE IDENTIFIED ANY AREAS WHERE THE LEVEL OF NEGATIVE IMPACT IS HIGH PLEASE REFER TO YOUR HEAD OF SERVICE PRIOR TO COMPLETING A STAGE TWO ASSESSMENT FORM

Signed:Nick Ward.....Service Manager undertaking the Assessment.

Date:12 September 2008.....