

PART A - Initial Equality Screening Assessment

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

A **screening** process can help judge relevance and provide 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 and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

1. Title	
Title: Statement of Community Involvement	
Directorate: Regeneration & Environment Services	Service area: Planning Policy Team Planning, Regeneration and Transport
Lead person: Katherine Boswell	Contact number: 01709 823805
Is this a:	
<input checked="" type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function
	<input type="checkbox"/> Other
If other, please specify	

2. Please provide a brief description of what you are screening
The Statement of Community Involvement sets out how the Council involve local communities in Planning for the future of the Borough through the preparation of the Local Plan and other planning policy documents, and the determination of planning applications.

3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	✓	
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	✓	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	✓	
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>	✓	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		✓
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		✓

If you have answered no to all the questions above, please explain the reason

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

- **How have you considered equality and diversity?**

The SCI has been prepared having regard to relevant legislation and Council strategies including Equality and Diversity Policy, the Community Engagement Framework, the Customer Access Strategy, and the Digital Strategy.

- **Key findings**

Overall, Rotherham's communities will benefit from having an up-to-date SCI. They will have a better understanding of the consultation processes involved in planning applications and preparing planning documents. It promotes efficient plan making and decision making which lead to wider community benefits, in that planning is undertaken in the public interest and sets the context for the delivery of sustainable development that is the foundation of sustainable communities.

The delivery and implementation of the SCI is not determined by any individual protected characteristic.

In line with the Digital Strategy and Customer Access Strategy, the SCI strongly encourages on-line consultation on planning matters; while ensuring that customers, regardless of their circumstances, have access to the information, advice and help they need. This will in turn facilitate a move towards more efficient and modern ways of working and communicating.

For those who are not digitally enabled, the Council will continue to use other forms of communication such as making documents available the Council's offices and publicity through the local press. For example, if for reasons of age or disability a person is unable to view documents online or at the Council's offices, then alternative arrangements may be made on a case by case basis. Assisted access is available from libraries.

It is recognised that there may be challenges in engaging all racial groups due to language barriers, or cultural differences and that alternative arrangements may be required on a case by case basis. For example, provision of documents or summaries of information in alternative languages.

- **Actions**

Monitor the implementation of the Statement of Community Involvement

Date to scope and plan your Equality Analysis:	June 2026
Date to complete your Equality Analysis:	December 2026
Lead person for your Equality Analysis (Include name and job title):	Katherine Boswell – Planning Officer

5. Governance, ownership and approval

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

Name	Job title	Date
Andy Duncan	Planning Policy Manager	28 August 2024

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	
Report title and date	Revised Statement of Community Involvement
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Delegated officer decision Report date: 27 September 2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	4 September 2024