

Stage One Equality Impact Assessment (EqIA 1)

What is the proposed decision?	To cease sending individual notification letters to properties in the vicinity of a planning application, where there is an option to choose between notifying neighbours by letter or by site notice.
Summary of relevant legislation	<p>The Town and Country Planning (Development Management Procedure) Order 2015¹ sets out the requirements for publicising planning applications. There are several types of application (e.g. Majors, Departures, Listed Buildings, Environmental Impact Assessment development) which must be advertised by the placing of a specific site notice on, or near to, the application site. There are corresponding press notices which must also be placed.</p> <p>The vast majority of applications must be publicised via our website and also by either a general notice, specific to the application, placed on or near the site, or by letter to any adjoining owner or occupier.</p> <p>The Council is proposing not to send notification letters.</p>
Does the proposed decision conflict with any of the council's key strategic priorities?	No
Name of budget holder	Gary Rayner
Name of Service and Directorate	Development and Planning Service Economy and Environment
Name of assessor	Gary Lugg
Date of assessment	27/11/2017
Version and release date (if applicable)	1.0 – 27/11/2017

Is this a...?		Is this policy, strategy, function or service...?	
Policy	No	New or proposed	No
Strategy	No	Existing and being reviewed	Yes
Function	No	Changing	Yes
Service	Yes		

1. What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To cease sending notification letters and so make a financial saving of approximately £17k per year.
Objectives:	To make a financial saving.
Outcomes:	The Council will continue to notify the community by use of site notices, press adverts (where required) and publication on the Councils web site. There should therefore be a minimal impact.
Benefits:	The Council will make a saving of approximately £17k.

2. Which groups may be affected and how? Is it positively or negatively and what sources of information have been used to determine this?		
Group affected	What might be the effect?	Information to support this
Age	There may be some impact on older people who may have mobility issues and have more difficulty in accessing the notices.	This will be determined during the consultation period.
Disability	There may be some impact on people with disabilities who may have mobility issues and have more difficulty in accessing the notices.	This will be determined during the consultation period.
Gender reassignment	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.

Marriage and civil partnership	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.
Pregnancy and maternity	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.
Race	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.
Religion or belief	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.
Sex	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.
Sexual orientation	No specific impact.	The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.
Further comments		



3. Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	No
The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	No
The reduction should not have a negative impact on any group as it is a universal service and other forms of notification will continue. However the consultation responses will determine if there is likely to be an adverse impact on older people or those with a disability.	

4. Next steps	
EqIA 2 required?	The requirement for an EqIA 2 will be determined by the responses received during the consultation period.
Owner of EqIA 2	Gary Lugg/Gary Rayner
Timescale for EqIA 2	Following the consultation period if the responses indicate that there may be an adverse impact on some of the protected groups.

ⁱ The Town and Country Planning (Development Management Procedure) Order 2015
<http://www.legislation.gov.uk/ukxi/2015/595/contents/made>