

## APPENDIX 2 PRO-FORMA FOR THE INITIAL ASSESSMENT

<b>Service Area</b> Planning	<b>Section</b> Development Control	<b>Person responsible for the assessment</b> Shawn Fleet			
<b>Name of the Policy to be assessed</b>	Public Speaking	<b>Assessment date</b>	10 Feb. 2009	<b>Is this a new or existing policy?</b>	Existing
			<b>Does this policy have either a time limit or a date for review?</b>		Review Oct 2010

<b>1. Describe the aims, objectives and purpose of the policy/plan/procedure/strategy</b>	<i>Please continue on a separate sheet if necessary</i> The aim of the policy is to advise on when members of the public, their agents or other third parties can speak to the Planning Committee on planning applications under consideration at the meeting thus allowing them an opportunity to express concerns or objections to a scheme.		
<b>2. Please note any associated objectives of the policy</b>	Associated objectives are the time and location of committee meetings, neighbour notification and publicity and the site visit protocol.		
<b>3. Who is intended to benefit from the policy and in what way?</b>	The policy is intended to benefit two groups. Members of the public especially neighbours and those directly affected by development and secondly, members of the Planning Committee		
<b>4. What outcomes are wanted from this policy?</b>	To ensure that all members of the community can be involved in the planning process and their concerns listened to.		
<b>5. What factors/forces could contribute/detract from the outcomes?</b>	Arrangements for the meeting room, availability of presentation aids and the availability of translators.		
<b>6. Who are the main stakeholders in the policy?</b>	The Council (Members and Officers) and the public.	<b>7. Who implements the policy and who is responsible for the policy?</b>	The policy is to be implemented and managed jointly by Committee Services and planning officers.

<b>8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?</b>	<b>Y</b>	<b>N</b>	
What existing evidence (either presumed or otherwise) do you have for this?	This concern is only raised in respect of language and translation facilities. This in itself is not a racial issue but one of cultural background.		
<b>9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?</b>	<b>Y</b>	<b>N</b>	
What existing evidence (either presumed or otherwise) do you have for this?	Both male and females readily use the planning system and the absence, or otherwise, of a public speaking protocol would not have a differential impact on either group.		
<b>10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?</b>	<b>Y</b>	<b>N</b>	
What existing evidence (either presumed or otherwise) do you have for this?	There is a particular concern that the policy could have an impact on some speakers particularly those with speech or hearing difficulties. In addition, the policy may affect those with limited mobility especially if the room layout is poor.		
<b>11. Are there concerns that the policy <u>could</u> have a differential impact on people due to sexual orientation?</b>	<b>Y</b>	<b>N</b>	
What existing evidence (either presumed or otherwise) do you have for this?	It is felt that a public speaking protocol would not have a differential impact on either group.		
<b>12. Are there concerns that the policy <u>could</u> have a differential impact on people due to their age?</b>	<b>Y</b>	<b>N</b>	
What existing evidence (either presumed or otherwise) do you have for this?	It is felt that age would not be a restriction on people's ability to speak at the planning committee.		

CONGLETON EIA TOOLKIT

<b>13. Are there concerns that the policy <u>could</u> have a differential impact on people due to their religious belief?</b>	Y	N	
What existing evidence (either presumed or otherwise) do you have for this?	It is felt that peoples religious beliefs would not be a restriction on their ability to speak at the planning committee.		
<b>14. Are there concerns that the policy <u>could</u> have a differential impact on people due to them having dependants/caring responsibilities?</b>	Y	N	
What existing evidence (either presumed or otherwise) do you have for this?	The public speaking protocol would not prejudice peoples ability to care for others.		
<b>15. Are there concerns that the policy <u>could</u> have a differential impact on people due to their offending past</b>	Y	N	
What existing evidence (either presumed or otherwise) do you have for this?	Peoples criminal history would not limit their ability to speak at committee on land use planning matters.		
<b>16. Are there concerns that the policy <u>could</u> have a differential impact on people due to them being transgendered or transsexual</b>	Y	N	
What existing evidence (either presumed or otherwise) do you have for this?	It is felt that peoples gender status would not be a restriction on their ability to speak at the planning committee.		

<b>17. Are there concerns that the policy could have a differential impact on people due issues surrounding poverty</b>	Y	N	
What existing evidence (either presumed or otherwise) do you have for this?	Peoples financial status would not prejudice their ability to speak before committee. Their position however may limit their ability to seek assistance in preparing comments on an application however Planning Aid may be of assistance.		
<b>18. Is there <i>potential</i> for the policy to have either a positive <u>OR</u> a negative impact on children (aged 0-19)?</b>	Y	N	Leave blank
18a. If <b>yes</b> please describe the nature and level of the impact (Also consider impact both now and in the future)			
18b If <b>yes</b> , please also describe any consultation undertaken with children and their families to inform this policy (please state if none carried out)			
18c. If <b>no</b> , please describe why there is considered to be no impact / significant impact on children	Children would have the same ability to present their concerns to Committee as any other age group.		

<b>19. Could the differential impact identified in questions 8-18 amount to there being the potential for <u>adverse</u> impact in this policy?</b>	<b>Y</b>	<b>N</b>	<p><i>Please explain</i></p> <p>Although there could be adverse impact on two groups, those who do not speak English as a native language and disabled, there are clear steps that can readily be taken to provide equal opportunities to all people.</p> <p>In the first instance, translation facilities can be provided to enable a prepared speech to be translated into English so that it may be read out to committee. In the second instance, it would be appropriate to allow the speaker to be accompanied by a friend or helper who could assist in the presentation. Alternatively, the Council can provide audio aids to speakers on an as needed basis (e.g. portable induction loop equipment to allow speakers with partial hearing to hear any questions asked of them) . In respect of accessibility issues, the Council is aware of its obligations under the DDA regulations and the need to ensure suitable access in all spaces used by the public.</p>				
<b>20. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</b>	<p><i>Please explain for each relevant area (questions 8-18), using a separate sheet of paper if necessary</i></p> <p>The impacts on the two groups identified are noted. In terms of the role of the policy affecting the rights of the group to fair access to the aims of the policy (to allow the public to directly express their concerns on an application to Committee Members) there are steps in place to address these limitations and given the infrequent occurrence of such events, it is felt that the adverse impacts in this instance are not felt to be detrimental.</p>						
<b>21. Should the policy proceed to a partial impact assessment?</b>	<b>Y</b>	<b>N</b>	<b>22. If Yes, is there enough evidence to proceed to a full EIA?</b>	<b>Y</b>	<b>NA</b>	<b>23. Date on which Partial or Full impact assessment to be completed by</b>	<b>10 February 2009</b>

Signed (completing officer)\_\_\_Shawn Fleet\_\_\_\_\_

Signed (Lead Officer) \_\_\_\_\_

SIGNED EQUALITY OFFICER \_\_\_\_\_

**DATE APPROVED BY EQUALITY WORKING GROUP** \_\_\_\_\_