

## Initial Equalities Screening Record Form

<b>Date of Screening:</b> 18/08/2015	<b>Directorate: Environment Culture &amp; Communities</b>	<b>Section: Planning &amp; Transport Planning Enforcement</b>
<b>1. Activity to be assessed</b>	Adoption of a Local Enforcement Plan (Planning)	
<b>2. What is the activity?</b>	<input checked="" type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change	
<b>3. Is it a new or existing activity?</b>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Existing	
<b>4. Officer responsible for the screening</b>	Max Baker	
<b>5. Who are the members of the screening team?</b>	Max Baker / Ben Temple	
<b>6. What is the purpose of the activity?</b>	The purpose is to provide a strategy on how the Council will deliver its enforcement function under the Town and Country Planning Regime.	
<b>7. Who is the activity designed to benefit/target?</b>	Developers, landowners, and members of the public by providing an open and transparent process on how the Council's investigate allegations on breaches of planning control and set out how the Council will seek remedies for breaches found to exist, or take formal enforcement action.	
<b>Protected Characteristics</b>	<b>Please tick yes or no</b>	<b>Is there an impact?</b> What kind of equality impact may there be? Is the impact positive or adverse or is there a potential for both?  If the impact is neutral please give a reason.
<b>8. Disability Equality</b>	Y   N <input type="checkbox"/> <input checked="" type="checkbox"/>	Neutral/None
<b>9. Racial equality</b>	Y   N <input type="checkbox"/> <input checked="" type="checkbox"/>	As above
<b>10. Gender equality</b>	Y   N <input type="checkbox"/> <input checked="" type="checkbox"/>	As above

**What evidence do you have to support this?**  
 E.g equality monitoring data, consultation results, customer satisfaction information etc  
 Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data

The LEP will help all in the Borough better understand what constitutes a breach of planning control and how the Council will deal with any alleged or actual breaches.

As above

As above

<b>11. Sexual orientation equality</b>	Y	N <input checked="" type="checkbox"/>	As above	As above
<b>12. Gender re-assignment</b>	Y	N <input checked="" type="checkbox"/>	As above	As above
<b>13. Age equality</b>	Y	N <input checked="" type="checkbox"/>	As above	As above
<b>14. Religion and belief equality</b>	Y	N <input checked="" type="checkbox"/>	As above	As above
<b>15. Pregnancy and maternity equality</b>	Y	N <input checked="" type="checkbox"/>	As above	As above
<b>16. Marriage and civil partnership equality</b>	Y	N <input checked="" type="checkbox"/>	As above	As above
<b>17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders) and on promoting good community relations.</b>	N/A			
<b>18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?</b>	N/A			
<b>19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?</b>	N/A			
<b>20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?</b>	Y	N <input checked="" type="checkbox"/>	N/A	
<b>21. What further information or data is required to better understand the impact? Where and how can that information be obtained?</b>	N/A			

<b>22. On the basis of sections 7 – 17 above is a full impact assessment required?</b>	Y	N <input checked="" type="checkbox"/>	Full assessment not required as no potentially negative impacts identified.
<b>23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data?</b> Please complete the action plan in full, adding more rows as needed.			
<b>Action</b>	<b>Timescale</b>	<b>Person Responsible</b>	<b>Milestone/Success Criteria</b>
<b>24. Which service, business or work plan will these actions be included in?</b>	Planning & Transport		
<b>25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?</b>	The Enforcement service is moving towards a more template correspondence approach. This means that increased use of plain English, and less technical jargon can be used by default, so that the correspondence is understandable by more parties likely to encounter the service.		
<b>26. Chief Officers signature.</b>	Signature:		Date:

When complete please send to [abby.thomas@bracknell-forest.gov.uk](mailto:abby.thomas@bracknell-forest.gov.uk) for publication on the Council's website.