

Equality Impact Assessment (EqIA): Statement of Community Involvement

Introduction – Please read


The Public Sector Equality Duty, introduced under the Equality Act 2010, requires all public bodies, including local authorities, to have due regard to the need to:

- Eliminate unlawful discrimination, harassment, and victimisation
- Advance equality of opportunity between those who share a protected characteristic and those who do not
- Foster good relations between those who share a relevant protected characteristic and those who do not

Equality Impact Assessments (EqIAs) allow the Council to:

- Show that we are meeting this legal duty by demonstrating due regard for the provisions of the Public Sector Equality Duty
- Identify possible negative impacts on individuals and groups with protected characteristics, plan mitigating action and seek to maximise opportunities to advance equality within our activities.

EqIAs provide a methodical approach to the assessment of impacts across the [nine protected characteristics](#) and should be completed during the development and review of all Council policies, strategies, procedures, projects or functions. Where there is any doubt, the completion of an EqIA is always recommended.

Throughout the course of this form, please hover over the [] symbol for guidance in relation to specific questions. When the form is completed, please send an



electronic copy to equality.schemes@scambs.gov.uk. If you require any additional support completing the form, please email the above address.

Equality Impact Assessment Complete Form

Section 1: Identifying Details

- 1.1** Officer completing EqIA:
Lizzie Wood, Senior Planning Policy Officer

- 1.2** Team and Service:
Planning Policy, Strategy and Economy - Greater Cambridge Shared Planning Service

- 1.3** Title of proposal:
Statement of Community Involvement

- 1.4** EqIA completion date:
13.09.2023 (updated 14.09.2024 to reflect final March 2024 version)

- 1.5** Proposal implementation date:
Consultation carried out October – November 2023, formal adoption of the SCI anticipated for March 2024.

- 1.6** Who will be responsible for implementing this proposal:
Cambridge City and South Cambridgeshire District Councils through the Greater Cambridge Shared Planning service

Section 2: Proposal to be Assessed

2.1 Type of proposal:
Policy

2.2 Is the proposal:
An update

2.3 State the date of any previous equality impact assessment completed in relation to this proposal (if applicable):
June/July 2019 and Addendum May 2020 (and for consultation draft version in September 2023)

2.4 What are the headline aims of the proposal and the objectives that will help to accomplish these aims? (Approximately 250 words)

The review of the Statement of Community Involvement (SCI) sets out how Cambridge City Council and South Cambridgeshire District Council will engage the public in the planning process. The SCI describes how the public, businesses, stakeholders and interest groups within the local authority areas can engage in the creation/influence local planning policy and the planning application process which shapes where we live and work. This is essential to help improve understanding and openness of the planning process.

There is a legal requirement on Local Planning Authorities (LPAs) to undertake public consultation on local plans, neighbourhood plans and planning applications. It is important that this is undertaken in a cost-effective, efficient and proportionate manner. This SCI is an important document as it will establish a minimum standard of consultation and publicity on planning matters for both Cambridge City and South Cambridgeshire District Councils.



The SCI has been split into three main sections which cover the following roles and responsibilities of the planning service:

- Planning Policy including the production of planning policy documents including the Local Plan
- Development Management including how the councils consider and publicise planning applications, and
- Neighbourhood planning setting out how the councils will assist groups who are preparing neighbourhood plans

The Councils are committed to treating everyone fairly and justly, and wants to ensure that everyone gets an opportunity to be involved in the planning process. We recognise that consultation and engagement activities are constantly evolving and this SCI will be revisited at regular intervals to ensure it is fully up-to date and reflects local and national priorities, practices and policies.

2.5 Which of South Cambridgeshire District Council's business plan priorities does this proposal link to?

- Helping Businesses to grow - ✓
- Building homes that are truly affordable to live in -
- Being green to our core - ✓
- A modern and caring council - ✓

2.6 Which of South Cambridgeshire District Council's equality objectives (as detailed in SCDC's Equality Scheme) does this proposal link to or help to achieve?

- Identify, prioritise and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community- ✓



- SCDC is an employer that values difference and recognises the strength that a diverse workforce brings -
- Protected characteristic groups have a voice and are represented in forming the future shape of the district - ✓

2.7 Which of Cambridge City Council's equality objectives (as detailed in CCC's Equality Scheme) does this proposal link to or help to achieve?

- To further increase our understanding of the needs of Cambridge's growing and increasingly diverse communities so that we can target our services effectively - ✓
- To continue to work to improve access to and take-up of Council services from all residents and communities - ✓
- To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community - ✓

2.8 Which groups or individuals will the proposal affect:

- | | |
|---------------------------|-----------------|
| • Service Users ✓ | • Councillors ✓ |
| • External Stakeholders ✓ | • Other ✓ |
| • Employees ✓ | |

If other, please specify – all residents and visitors to the Greater Cambridge area.

2.9 How will these groups or individuals be affected? (you will be asked to provide more detail on the specific impacts on different protected characteristic groups later on in the form) (approximately 250 words)

The SCI sets out how the public will have an opportunity to engage in the planning process in Greater Cambridge. The SCI describes how the public, businesses, interest groups and individuals within the local authority areas can get involved in the creation of local planning policy and the planning



application process aiming at shaping where we live and work. The SCI has the potential to affect a large and wide cross section of the community, including:

- Residents across Greater Cambridge
- Local Parish Councils and designated Neighbourhood Forums
- District and City Council Members
- Cambridgeshire County Council
- Adjacent Local Authorities
- Cambridgeshire and Peterborough Combined Authority
- Delivery partners, including land owners, developers, infrastructure providers, transport providers
- Community organisations
- Statutory, general and wider consultation bodies
- Local businesses

2.10 How many people will this proposal affect? (Approximately)


Land use planning and associated development have a fundamental effect on peoples live who live within Greater Cambridge, but these effects can impact different groups in contrasting ways. For example, if permission is given for a new housing estate then this provides homes to new residents, an economic boost local shops and businesses, but it could also lead to perceptions of increase in traffic.

2.11 If any part of the proposal is being undertaken by external partners, please specify how SCDC will ensure that they will meet equality standards?
(Approximately 250 words)

The SCI reflects the national governments guidance that Local Planning Authorities (in this case South Cambridgeshire District Council and Cambridge


City Council) should implement this policy document. No external partners will deliver this policy but there is guidance on how developers should engage with local communities through the planning process.

Section 3: Evidence and Data

- 3.1** Describe any research (this could include consultation) and analysis you have undertaken to understand how [protected characteristic groups](#) are likely to be affected? Please list any key sources that you used to obtain this Information. 

(Approximately 250 words)

Prior to carrying out the consultation, officers who are responsible for producing the SCI have examined census data, case studies of best practise at other councils, reports from professional bodies such as the Royal Institute of Town Planning, and researched Civil Service information about correct terminology. The data sources are embedded within the SCI document as hyperlinks.

- 3.2** Describe any research (this could include consultation) and analysis you have undertaken to understand any effects on any other groups of people not mentioned in the nine [protected characteristic groups](#) (for example people who live in rural areas, who live in areas of high growth, or from low income backgrounds). 

(Approximately 250 words)

From October – November 2023, GCSP carried out a consultation of the SCI document to understand the effects of this SCI on these groups. Officers carried out two in-person consultation events and one webinar in order to be digitally inclusive. Not being able to use the internet is an important non-protected characteristic which GCSP perceived was important to engage with

to understand how they can better engage with the Planning Service. GCSP used representations from these consultations to amend the SCI document. GCSP used representations from these consultations to amend the SCI document. Some representations were relevant to this issue, particularly around the need for GCSP to carry out in-person events so that people are not excluded.

- 3.3** If you have not undertaken any consultation, please detail why not, or when consultation is planned to take place. [📖](#)
(Approximately 250 words)

Consultation on the Statement of Community Involvement took place from 9am on Wednesday 18 October 2023 to 5pm on Wednesday 29 November 2023.

Section 4: Impact of proposal on those with protected characteristics

4.1 [Age:](#)

- 4.1.1** Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 4.2 Disability

If you have selected yes – please continue below (4.1.2)

- 4.1.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. [📖](#)

- approximately 250 words per impact

Positive, medium impact.

Previous experience in consultations undertaken by the Greater Cambridge Shared Planning service has shown that children, teenagers and young adults engage with the planning system less frequently than older adults. Where possible and appropriate, relevant organisations and individuals will be identified to reach as wide an age range as possible during specific consultation and engagement activities. This could include other service areas such the Cambridge City Council's Community Development Team, South Cambridgeshire District Council's Young People Task and Finish Group, as well as the GCSP Youth Engagement Service. Evidence from [Age UK](#) and data from [ONS](#) suggests that some older people and those from lower income households are also less likely to have access to the internet. Both Cambridge City Council and South Cambridgeshire District Council carry out work to support people who are excluded from using the internet. Where documents or information is required they can be accessed or be viewed at accessible council offices. Planning applications are publicised by site notices and letters to neighbouring/adjacent properties or land. These notices and letters explain how people can submit comments in writing via letter.

4.1.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
The SCI outlines the different actions GCSP will take to be	Greater Cambridge Shared Planning service	Ongoing	The national government explains how there is no requirements for

<p>inclusive of different ages.</p> <p>In paragraph 3.36 it outlines how GCSP is committed to including a wide range of perspectives in planning, including older and young people. In 3.37, it explains how GCSP will use the SCDC's Young People Task & Finish Group to explore how to improve youth engagement.</p> <p>In paragraph 4.14 it outlines the youth engagement service's work and how it seeks to engage younger people on applications.</p>			<p>Councils to monitor their SCI. Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness.</p> <p>Development Management also regularly send out surveys to customers to understand if they were satisfied with the service.</p> <p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective these consultations have been.</p> <p>Furthermore, the SCI will be reviewed in 5 years time (in accordance with national government guidance) and this will enable GCSP to reflect upon whether</p>
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			engagement has been effective or not.
Delivering the updated EqiA	Greater Cambridge Shared Planning service	Spring 2024	Now that the consultation on the SCI has been completed, Planning Officers and the Equalities Officers at both Councils will ensure that the SCI actions are implemented so that both Councils are compliant with public sector equality duty. In practice this will mean that the positive impacts that we have identified in the EqiA will be delivered.

4.2 Disability:

4.2.1 Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 4.3 Gender Reassignment

If you have selected yes – please continue below (4.2.2)

4.2.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. [📖](#)
- approximately 250 words per impact

Positive, medium impact

The SCI identifies a range of external groups and organisations that may be consulted on planning matters, whilst the Greater Cambridge Shared Planning service has a Disability Panel operating within Cambridge City helping to feedback on impacts new developments have on people with a range of disabilities. Forums or meeting are held at fully accessible public buildings e.g. council offices.

Evidence from the [NHS](#) suggests that disabled people are more likely than non disabled people to be digitally excluded as IT equipment sometimes is not adapted to their individual needs. The consultation document can be made available on request in large copy print, audio cassette or Braille and officers are available to meet individuals and talk issues through. This approach would also apply, as necessary, to subsequent consultation documents that are prepared in the plan making process. In respect of planning applications, information can be made available in a range of formats if required.

4.2.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
The SCI outlines the different actions GCSP will take to be inclusive for	Greater Cambridge Shared Planning service	Ongoing	The national government explains how there is no requirements for

<p>people who have disabilities.</p> <p>Paragraphs 3.17 and 3.33 explains how GCSP will run online consultation events for Local Plan documents to increase outreach, and how GCSP has an online consultation system to allow anyone to submit comments. This will potentially help disabled people to become more involved with planning matters because if they had mobility issues then an in-person only event might be difficult for disabled people to participate in.</p> <p>Paragraph 3.36 commits GCSP to delivering the requirements of the Equality Act 2010,</p>			<p>Councils to monitor their SCI.</p> <p>Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness.</p> <p>Development Management also regularly send out surveys to customers to understand if they were satisfied with the service.</p> <p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective these consultations have been.</p> <p>Furthermore, the SCI will be reviewed in 5 years time (in accordance with national government guidance) and this will enable GCSP to</p>
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<p>which aims to promote equality, eliminate discrimination and encourage good relations between different groups including those with disabilities.</p> <p>Paragraph 4.13 also explains how GCSP uses a Disability Panel to ensure that planning applications consider accessibility issues.</p>			<p>reflect upon whether engagement has been effective or not.</p>
<p>Delivering the updated EqIA</p>	<p>Greater Cambridge Shared Planning service</p>	<p>Spring 2024</p>	<p>Now that the consultation on the SCI has been completed, Planning Officers and the Equalities Officers at both Councils will ensure that the SCI actions are implemented so that both Councils are compliant with public sector equality duty.</p>

4.3 Gender Reassignment:


4.3.1 Has your research identified that the proposal will have an impact on this protected characteristic?

No

If you have selected no – please move forward to question 4.4 Marriage and Civil Partnership

If you have selected yes – please continue below (4.3.2)

4.3.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

4.3.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
N/A	N/A	N/A	N/A

4.4 Marriage and Civil Partnership:

4.4.1 Has your research identified that the proposal will have an impact on this protected characteristic?


No

If you have selected no – please move forward to question 4.5

Pregnancy and Maternity

If you have selected yes – please continue below (4.4.2)

4.4.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

4.4.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
N/A	N/A	N/A	N/A

4.5 Pregnancy and Maternity:


4.5.1 Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 4.6 Race

If you have selected yes – please continue below (4.5.2)

4.5.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 

- approximately 250 words per impact

Positive, low

Where people are required to care for children, it may be difficult for them to engage in consultation events and meetings. A number of the planning policy consultation events take place within and outside of usual working hours to try and ensure people are able to engage in the process and several take place online which can be more convenient for people to attend or watch back at an alternative time. Planning applications are available for public inspection online and can be accessed at any time of the day.

4.5.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
<p>The SCI outlines the different actions GCSP will take to be inclusive for all people.</p> <p>Paragraphs 3.17 and 3.33 explains how GCSP will run online consultation events for Local Plan documents</p>	<p>Greater Cambridge Shared Planning service</p>	<p>Authority Annual Monitoring Report to be endorsed by Members, usually in December each year.</p>	<p>The national government explains how there is no requirement for Councils to monitor their SCI. Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness. Development Management also</p>

to increase outreach, and how GCSP has an online consultation system to allow anyone to submit comments. This will help people who are pregnant or are caring for children who cannot attend in-person events.			<p>regularly send out surveys to customers to understand if they were satisfied with the service.</p> <p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective these consultations have been.</p> <p>Furthermore, the SCI will be redrafted in 5 years time (in accordance with national government guidance) and this will enable GCSP to reflect upon whether engagement has been effective or not.</p>
Delivering the updated EqIA	Greater Cambridge Shared Planning service	Spring 2024	Now that the consultation on the SCI has been completed, Planning Officers and the Equalities Officers at both Councils will ensure that the SCI actions are

			implemented so that both Councils are compliant with public sector equality duty.
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4.6 Race:


4.6.1 Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 4.7 Religion or Belief

If you have selected yes – please continue below (4.6.2)

4.6.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

Positive, low

Under represented groups such as Gypsy, Traveller and Roma communities are noted in the SCI as a known seldom heard, and the SCI notes that in certain circumstances, the councils will consider targeted engagement with specific hard to reach groups/communities as we have done previously as part of the Local Plan process.

4.6.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
<p>The SCI outlines the different actions GCSP will take to be inclusive for people for all people.</p> <p>Paragraph 3.36 commits GCSP to delivering the requirements of the Equality Act 2010, which aims to promote equality, eliminate discrimination and encourage good relations between different groups including those with disabilities.</p> <p>Paragraph 3.39 explains how in</p>	<p>Greater Cambridge Shared Planning service</p>	<p>Ongoing</p>	<p>The national government explains how there is no requirement for Councils to monitor their SCI. Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness. Development Management also regularly send out surveys to customers to understand if they were satisfied with the service.</p> <p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective</p>

the past GCSP has carried out consultation events with groups such as Gypsies, Travellers and Roma groups and how it will continue to do so.			<p>these consultations have been.</p> <p>Furthermore, the SCI will be redrafted in 5 years time (in accordance with national government guidance) and this will enable GCSP to reflect upon whether engagement has been effective or not.</p>
Delivering the updated EqIA	Greater Cambridge Shared Planning service	Spring 2024	<p>Now that the consultation on the SCI has been completed, Planning Officers and the Equalities Officers at both Councils will ensure that the SCI actions are implemented so that both Councils are compliant with public sector equality duty.</p>

4.7 Religion or Belief:


4.7.1 Has your research identified that the proposal will have an impact on this protected characteristic?

No

If you have selected no – please move forward to question 4.8 Sex

If you have selected yes – please continue below (4.7.2)

4.7.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

4.7.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
N/A	N/A	N/A	N/A

4.8 Sex:


4.8.1 Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 4.9 (Sexual Orientation)

If you have selected yes – please continue below (4.8.2)

4.8.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 

- approximately 250 words per impact

Low, positive

Research from the [ONS](#) suggests that women may be more likely to feel unsafe in public spaces so not having voices heard by Planning could have greater detriment here.

4.8.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
<p>The SCI outlines the different actions GCSP will take to be inclusive for people for all people.</p> <p>Paragraph 3.36 commits GCSP to delivering the requirements of the Equality Act 2010, which aims to promote equality, eliminate discrimination and encourage good relations</p>	Greater Cambridge Shared Planning service	Ongoing	<p>The national government explains how there is no requirement for Councils to monitor their SCI. Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness.</p> <p>Development Management also regularly send out surveys to customers to understand if they were satisfied with the service.</p>

4.9

between all people, including different genders.			<p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective these consultations have been.</p> <p>Furthermore, the SCI will be redrafted in 5 years time (in accordance with national government guidance) and this will enable GCSP to reflect upon whether engagement has been effective or not.</p>
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Sexual Orientation:


4.9.1 Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 4.10 (Other)

If you have selected yes – please continue below (4.9.2)

4.9.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 

- approximately 250 words per impact

Positive, low

LGBTQ+ people are at risk of hate crime and design of spaces can reduce this risk so it is important to hear from them during consultations from the Planning service.

4.9.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
<p>The SCI outlines the different actions GCSP will take to be inclusive for people for all people.</p> <p>Paragraph 3.36 commits GCSP to delivering the requirements of the Equality Act 2010, which aims to promote equality, eliminate discrimination and encourage good relations between all</p>	<p>Greater Cambridge Shared Planning service</p>	<p>Ongoing</p>	<p>The national government explains how there is no requirement for Councils to monitor their SCI. Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness.</p> <p>Development Management also regularly send out surveys to customers to understand if they were satisfied with the service.</p>

people, including LGBTQ+ .			<p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective these consultations have been.</p> <p>Furthermore, the SCI will be redrafted in 5 years time (in accordance with national government guidance) and this will enable GCSP to reflect upon whether engagement has been effective or not.</p>
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4.10 Other: (e.g. rurality, growth, socio-economic status etc.).

4.10.1 Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

If you have selected no – please move forward to question 5.1

If you have selected yes – please continue below (4.10.2)

4.10.2 Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. [📖](#)

- approximately 250 words per impact

Positive, medium

It can be difficult to contact some low income groups if they have limited access to the internet and transport, and the SCI sets out that where additional mechanisms are required to improve levels of engagement on planning matters that bespoke methods may be used. This will be considered in detail taking into account the subject matters and geographic scope of each new stage of plan making, and in respect of planning applications.

Evidence suggests that some older people are also less likely to have access to the internet. The Councils have a Digital Inclusion Strategy and Digital Access Strategy in order to support people who are excluded from using the internet gain access and skills they need to use it. Planning policy documents and planning applications are made available to be viewed at Council Offices.

Rural access to high speed internet is also an issue within the district and part of the council's Business Plan is to work with partners to improve broadband and mobile phone coverage across the district. To assist with viewing planning documents online, the councils' will generally split large documents, such as a Design and Access Statement, when they exceed 50 pages or 10MB in file size to assist users with downloading and viewing large files. By placing these documents online, people who cannot attend in-person events are more able to influence planning matters.

4.10.3 Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
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<p>Paragraph 1.3 of the SCI outlines GCSP's aim to use digital means to engage more people. This paragraph also commits to including people who do not have access to digital means of communication. Paragraph 1.11 states that GCSP is committed to exploring interactive maps and webinar videos, and other forms of innovative digital forms of communication to engage a wider group of people.</p> <p>Paragraph 3.39 also explains how GCSP will hold in-person events to include more people.</p>	<p>Greater Cambridge Shared Planning service</p>	<p>Ongoing</p>	<p>The national government explains how there is no requirement for Councils to monitor their SCI. Nevertheless, for each consultation GCSP measures the number of participants and the quality of engagement to assess its effectiveness. Development Management also regularly send out surveys to customers to understand if they were satisfied with the service.</p> <p>The Consultation Statements which are attached to the SCI and each consultation will explain how effective these consultations have been.</p> <p>Furthermore, the SCI will be redrafted in 5 years time (in accordance with national government</p>
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Paragraph 4.20 explains how planning applications are published online for people to read and comment on.			guidance) and this will enable GCSP to reflect upon whether engagement has been effective or not.
Delivering the updated EqIA	Greater Cambridge Shared Planning service	Spring 2024	Now that the consultation on the SCI has been completed, team Leaders and the Equalities Officers at both Councils will ensure that the SCI actions are implemented so that both Councils are compliant with public sector equality duty.

Section 5: Summary

- 5.1** Briefly summarise the key findings of the EqIA and any significant equality considerations that should be taken into account when deciding whether or not to proceed with the proposal (this section can be included within the 'equality implications' section of any committee reports). (Approximately 250 words)

The EqIA demonstrates that the Statement of Community Involvement will potentially have positive impacts for a number of groups. GCSP is keen to carry out consultation on this document to incorporate the views of the public to see how we

can enhance these positive impacts and reduce any potentially negative impacts. GCSP is also committed to monitoring the efficacy of this document to ensure that it actually delivers the positive benefits set out in this EqIA , and we are willing to work with Equality Officers at both Councils to achieve these aims.

5.2 Confirm the recommendation of the officer completing the EqIA (delete as appropriate):

- Approved (No major change): Your analysis demonstrates that the policy is robust, and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.

5.3 Signature of individual completing EqIA:

Lizzie Wood

5.4 Date of completion:

24.01.2024

Section 6: Sign Off

6.1 Approving officer EqIA review outcome: (delete as appropriate):

- Approved (No major change): Your analysis demonstrates that the policy is robust, and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.

6.2 Do you give permission to publish this EqIA on SCDC website (delete as appropriate)? If no, please state reason

Yes



6.3 When will this proposal next be reviewed and who will this be?

The SCI will be reviewed periodically on a basis of every 5 years, in accordance with national government guidelines,

6.4 Approving officer signature:

Jonathan Dixon

6.5 Date of approval:

15/02/2024

Please send a copy to Equality.Schemes@scambs.gov.uk