

### Screening/Scoping Pro Forma

<b>Section</b>	Planning Services		<b>Officer responsible for the screening/scoping</b>	Sarah-Jane Willmott		
<b>Name of Policy to be assessed</b>	Consultation policy: Projects and Conservation Team		<b>Date of Assessment</b>	14/10/08	<b>Is this a proposed new or existing policy/procedure/practice?</b>	Existing procedure
<b>1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?</b>			Stewardship of the environment including protection of listed buildings and their settings, preservation and enhancement of conservation areas, protection of local listed buildings, schedule ancient monuments and parks and gardens, works and implementation of environmental projects.			
<b>2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.</b>			Statutory requirements endorsed by Planning (Listed Building and Conservation Areas) Act 1990, Guildford Borough Local Plan 2003, Supplementary Planning Guidance 15.			
<b>3. Who is intended to benefit from this policy and in what way?</b>			Everybody (inclusive).			
<b>4. What outcomes are wanted from this policy/procedures/practice?</b>			Preservation of special architectural and historic interest of listed buildings and their settings. Preserving and enhancing conservation areas. Protection of historic environments. Enhancement of other environments.			
<b>5. What factors/forces could contribute/detract from the outcomes?</b>			Contributes – Qualified team.  Detracts – Inappropriate development and conflict with development legislation.			
<b>6. Who are the main stakeholders in relation to the policy?</b>		Everybody.		<b>7. Who implements the policy, and who is responsible for the policy?</b>		Project and conservation team  Head of Planning Services
<b>8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?</b>			Y	<b>N</b>	<b>Please explain</b> Legislation is encompassing. Planning Service information is not automatically available in other languages but support will be provided on request.	

What existing evidence (either presumed or otherwise) do you have for this?	As above		
9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	Y	N	As 8. above.
What existing evidence (either presumed or otherwise) do you have for this?	As 8. above.		
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	Y	N	Historic buildings not always compatible with strict regulations for provision of disabled access. The web pages have to conform to accessibility standards people with a disability may need modified equipment to access our system electronically. (Note. Planning Service information is available in other media)
What existing evidence (either presumed or otherwise) do you have for this?	Architectural and historic significance of buildings.		
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	Y	N	Not relevant.
What existing evidence (either presumed or otherwise) do you have for this?			
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	Y	N	As 8. above.
What existing evidence (either presumed or otherwise) do you have for this?			
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	Y	N	Not relevant.

What existing evidence (either presumed or otherwise) do you have for this?		
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?	Y	<input checked="" type="checkbox"/> N Not relevant.
What existing evidence (either presumed or otherwise) do you have for this?		
15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?	Y	<input checked="" type="checkbox"/> N
What existing evidence (either presumed or otherwise) do you have for this?		We would not know.
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?	Y	<input checked="" type="checkbox"/> N Not relevant.
What existing evidence (either presumed or otherwise) do you have for this?		
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N <b>Please explain</b> Requirements for disabled access may not be achieved without detrimental loss, alteration to significant architectural and historic interest of listed buildings

<p><b>18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</b></p>	<p><b>Y</b></p>	<p><b>N</b></p>	<p><b>Please explain for each heading (questions 8-16) on a separate piece of paper.</b></p> <p>The special historic nature of a building as part of conserving the nation's history.</p>
<p><b>Business improvement</b></p> <p><b>19. Is there any concern that there are unmet needs in relation to any of the above groups?</b></p>	<p><b>Y</b></p>	<p><b>N</b></p>	<p><b>Please explain</b> Disabled access can be an issue in Listed Buildings.</p>
<p><b>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</b></p>	<p><b>Y</b></p>	<p><b>N</b></p>	<p><b>Please explain</b></p>
<p><b>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</b></p>	<p><b>Y</b></p>	<p><b>N</b></p>	<p><b>Please explain</b></p>
<p><b>22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?</b></p>	<p><b>Y</b></p>	<p><b>N</b></p>	<p>No – compromise solutions can and are often found to assist with providing for disabled access but not always in accordance with specific requirements of relevant legislation.</p>

23. Should the policy proceed to a full equality impact assessment?	Y	<input checked="" type="checkbox"/> N		Yes	No
24. If No, are there any changes required to the policy to improve it around the equality agenda?			Consider steps to ensure, so far as is reasonably practicable, that view are sought from all groups.		

Signed  
(completing officer)

Date: 23/10/08

Signed  
(Head of Section)

Date: 23/10/08

Countersigned  
(Corporate Diversity/Diversity/Policy Team)

Date: November 2008