

Impact Assessment Level 1 Impact Assessment Policy: Initial screening assessment

Subject of assessment:	Consultation Policy			
Coverage:	Cross-cutting			
This is a decision relating to:	<input type="checkbox"/> Strategy	<input checked="" type="checkbox"/> Policy	<input type="checkbox"/> Service	<input type="checkbox"/> Function
	<input type="checkbox"/> Process/procedure	<input type="checkbox"/> Programme	<input type="checkbox"/> Project	<input type="checkbox"/> Review
	<input type="checkbox"/> Organisational change	<input type="checkbox"/> Other (please state)		
It is a:	New approach:	<input type="checkbox"/>	Revision of an existing approach:	<input checked="" type="checkbox"/>
It is driven by:	Legislation:	<input checked="" type="checkbox"/>	Local or corporate requirements:	<input checked="" type="checkbox"/>
Description:	<ul style="list-style-type: none"> • Key aims, objectives and activities The policy revision has been undertaken to take the opportunity to ensure the Council continues to have a systematic approach to undertaking consultations. • Statutory drivers (set out exact reference) The policy reflects the requirements of legislation, case law and non-statutory divers that may indicate that a formal consultation process is required. The relevant legislation includes Equality Act 2010, Best Value Statutory Guidance, Local Governance Finance Act 1992, Local Government Finance Act 2011, Childcare Act 2006, Children and Families Act 2014, Planning Act 2004, Health and Social Care Act 2012. • Differences from any previous approach The policy separates out community engagement which will be addressed through the developing Neighbourhoods model, as part of the Transformation Strategy. • Key stakeholders and intended beneficiaries (internal and external as appropriate) All residents and partners. • Intended outcomes Improved outcomes for all. 			
Live date:	May 2025			
Lifespan:	May 2025 – May 2028			
Date of next review:	May 2028			

Screening questions	Response			Evidence
	No	Yes	Uncertain	
Human Rights Could the decision impact negatively on individual Human Rights as enshrined in UK legislation?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The policy will positively support consideration of human rights by ensuring due regard to the views of stakeholders when developing proposed decisions and is one of the policy mechanisms in place to ensure the council is able to provide stakeholders with a channel to raise concerns around potential impacts on individuals or groups.
Equality Could the decision result in adverse differential impacts on groups or individuals with characteristics protected in UK equality law? Could the decision impact differently on other commonly disadvantaged groups?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The Council has a duty to consider the impact of the proposal on relevant protected characteristics to ensure it has due regard to the public sector equality duty. The duty means the Council must have due regard when taking decisions to the need to:</p> <ul style="list-style-type: none"> a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>The policy will positively support consideration of the Public Sector Equality Duty by ensuring due regard to the views of stakeholders when developing proposed decisions and is one of the policy mechanisms in place to ensure the Council is able to provide stakeholders with a channel to raise concerns around potential impacts on individuals or groups. The policy includes provision to capture equality monitoring as well to enable analysis of consultation returns by protected characteristic to further support informed decision making.</p>
Community cohesion Could the decision impact negatively on relationships between different groups, communities of interest or neighbourhoods within the town?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The policy will positively support consideration of the Council's duties in relation to community cohesion by ensuring due regard to the views of stakeholders when developing proposed decisions and is one of the policy mechanisms in place to ensure the Council is able to provide stakeholders with a channel to raise concerns around potential impacts on community cohesion.

* Consult the Impact Assessment further guidance for details on the issues covered by each of theses broad questions prior to completion.

Screening questions	Response			Evidence
Armed Forces Could the decision impact negatively on those who are currently members of the armed forces of former members in the areas of Council delivered healthcare, compulsory education and housing policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The policy will positively support compliance with these duties by ensuring due regard to the views of stakeholders when developing proposed decisions and is one of the policy mechanisms in place to ensure the council is able to provide stakeholders with a channel to raise concerns around potential impacts.
Care leavers Could the decision impact negatively on those who are care experienced?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The policy will ensure compliance with legal duties on consultation requirements in relation to children and care leavers.
Reducing Poverty Could the decision impact negatively on the Council's ambitions to reduce poverty in the town?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The policy will support the Council to undertake evidence based decisions. Ensuring that due regard to the views of stakeholders when developing decisions which will support it to identify where potential decisions could impact on its ambitions to reduce poverty in the town.

Assessment completed by:	Ann-Marie Johnstone	Head of Service:	n/a
Date:	1/5/2025	Date:	n/a