

# Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

## 1. RESPONSIBILITY

<b>Department</b>	Communities and neighbourhoods	
<b>Service</b>	Communities	
<b>Proposed policy</b>	Township Forum Initiative – Prestwich Township Area Plan	
<b>Date</b>	2013	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Kim Griffiths
	<b>Post Title</b>	Township Co-ordinator
	<b>Contact Number</b>	0161 253 6349
	<b>Signature</b>	
	<b>Date</b>	2013
<b>Equality officer consulted</b>	<b>Name</b>	Karen Brockway
	<b>Post Title</b>	
	<b>Contact Number</b>	
	<b>Signature</b>	
	<b>Date</b>	

## 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>The overall purpose of the Township Forum initiative is to promote better outcomes for the social, health, economic and environmental wellbeing of the area by:</p> <ul style="list-style-type: none"> <li>• Engaging with communities and advising the Council on the implications for the area of its objectives, plans and policies</li> <li>• Partnership working across the public, private, voluntary and community sectors at a local level</li> <li>• Championing the area by raising issues of concern to residents and businesses with the Council and other organisations, to influence how services are delivered in the area</li> <li>• Fostering good community relations between people of different ages, and ethnic and social backgrounds, both within the area and across the Borough</li> <li>• Taking decisions about funding or other resources delegated to them by the Council as appropriate</li> <li>• Consulting on matters affecting the local community and expressing a view on matters affecting more than one area</li> <li>• Agree and monitor progress through a set of priorities for each Township Forum (Community Planning)</li> </ul>
--	---

	The Local Area Plans reflect the priorities in each area and in particular areas of inequalities. The plans aim is to close inequality gaps in respect of education, housing, living conditions, health, crime and so on
<b>Who are the main stakeholders?</b>	<p>In Prestwich:</p> <ul style="list-style-type: none"> <li>• Public</li> <li>• Councillors</li> <li>• Advisory Group members</li> <li>• Partners including voluntary, community and faith sector</li> <li>• Local businesses- Local in Prestwich</li> <li>• Community Groups including Regeneration Group, Heritage Group, Incredible Edible,</li> <li>• Council</li> <li>• Local Schools</li> <li>• Children’s Centres</li> </ul> <p>Team Bury</p>

### 3. ESTABLISHING RELEVANCE TO EQUALITY

**3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics.**

**If you answer yes to any question, please also explain why and how that group of people will be affected.**

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	Yes	No	<p>The Township Forum initiative aims to assist the Council to engage with all communities to enable their views to feed into the Council and to enable the council to communicate with them. The aim is for the Forums to become the host of citizen engagement.</p> <p>The Township Forums aim to bring different communities together, helping to foster good relations between people of different ages, ethnic and social backgrounds, both within the area and across the borough.</p> <p>The forum will actively seek representation from all sectors of the community and this will be reflected in the membership.</p>
Disability	Yes	No	As above

Gender	Yes	No	The Township Forum has a mix of male and female representatives and groups represented are mixed gender
Gender reassignment	Yes	No	Invitation to the forums is sent out regularly to the Council's LGTB group. The group are also invited to update meetings and round table discussions to agree what details are required in the plan
Age	Yes	No	Prestwich township forum has a young persons representative. they will work to actively encourage young people's involvement during the coming year.
Sexual orientation	Yes	No	As gender reassignment above.
Religion or belief	Yes	No	Churches together and the Jewish community have representation on the Township Forum. The forum will continue to work hard to engage all sectors of the prestwich community
Caring responsibilities	Yes	No	As above
Pregnancy or maternity	Yes	No	As above- this group is very well supported via the township engagement with Children's centres and their contacts
Marriage or civil partnership	Yes	No	As above- via faith or LGTB group

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.**

General Public Sector Equality Duties	Relevance (Yes/No)	Reason for the relevance
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	The 2013-14 action plan seeks to address any social and health impact of welfare reform and inform people in the community of changes and how it may affect them. the plan seeks to address measures to reduce poverty and its effects eg fuel poverty. The Forum aims to work in partnership with key organisations to ensure that unlawful discrimination, harassment etc is dealt with quickly. Development of good relationships with police and other organisations such as CST is a priority.
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	Yes	The Township Plan for 2013-14 has identified a number of projects that aim to improve equality of opportunity in relation to employment, in terms of job club from Toodle Hill childrens centre, and specifically aimed at the engagement of the Jewish community at Prestwich Works. The plan also seeks to increase fitness and exercise opportunities for those who do not normally engage or have access to such activity.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	Yes	The round table discussions to develop the 2013-14 plan brought people together from across the area to support delivery of outcomes. this included members of the public as well as representatives from children's services, the Jewish community and community groups. The plan aims to speak to new businesses to ensure engagement with local potential employees

**3c. If you have answered 'No' to all the questions in 3a and 3b please**

**If you answered 'YES' to any of the questions in 3a and 3b**

**Go straight to Question 4**

**If you answered 'NO' to all of the questions in 3a and 3b**

**Go to Question 3c and do not answer questions 4-6**

**explain why you feel that your policy/service has no relevance to equality.**

--

**4. EQUALITY INFORMATION AND ENGAGEMENT**

**4a.** For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

<b>Details of the equality information or engagement</b>	<b>Internet link if published</b>	<b>Date last updated</b>
Roundtable discussions were held at a special meeting of the Prestwich Township Forum Meeting on 14 <sup>th</sup> May 2013 to formulate the Township Area Plan Invitations were sent out to a wide range of community groups and organisations supporting the local area, these included, children's centres, parks groups, Prestwich Heritage society, residents groups, religious organisations and so on.	The Prestwich Township Area Plan will be uploaded to the web page	

<p>Advisory group members and Councillors facilitated discussions around 6 key themes, Employment/Worklessness, Crime, Health and Wellbeing, Educational Attainment/ Learning Opportunities, Town Centre Regeneration, and Community Pride and Belonging.</p> <p>The opportunity to participate in the roundtable discussions was widely publicised via the Council's website, a press release, email from the Township Forum database and contact with key stakeholders including Councillors, Advisory Group members and attendees of the Forums. Invitations were also sent to key groups such as LGTB, BME and carers groups</p> <p>The information gathered during the discussions formed the basis of the Update to Prestwich Township Area Plan 2012 -2015 with actions for 2013. The plan was adopted by the forum as a working document at the Township Forum Meeting on 5<sup>th</sup> March 2012. The update was adopted on XXXX</p>		
---	--	--

**4b.** Are there any information gaps, and if so how do you plan to tackle them?

<p>The Area Plans are fluid rolling documents that will change over time as new priorities and issues emerge.</p> <p>As new information is highlighted, it can be fed into the plans with the agreement of the Township Forum.</p>
--

## 5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<p><b>What will the likely overall effect of your policy/service plan be on equality?</b></p>	<p>Positive- the whole purpose of the plan is to help contribute to narrowing inequalities/ gaps in provision of all services affecting communities at a local level.</p>
<p><b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b></p>	<p>Ensure engagement of all relevant minority groups as necessary in delivery of all aspects of the Plan</p>
<p><b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b></p>	<p>Establishment of working groups to examine various issues in the plan. Eg regeneration Group.</p> <p>Find ways of communicating and consulting with communities and groups to find new and innovative ways of working to reach all communities</p>
<p><b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b></p>	<p>Monitor plans on regular basis</p> <p>Report regularly to local Township forum</p> <p>Report good news stories</p> <p>Report annually to full council.</p> <p>Explore ways of communicating and consulting with communities and groups to find new and innovative ways of working and reaching all communities</p>

## 6. MONITORING AND REVIEW

**If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.**

- Annual report prepared by each Forum (on local issues/progress) to be shared with Council.
- Feedback on progress will be shared with the Cabinet member for Communities
- The actions and outcomes within the Township Plans will be monitored and managed in line with Bury Council's Performance Management Framework. Regular reports will be provided for Township Forums to enable them to effectively manage progress towards outcomes.

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX ([equality@bury.gov.uk](mailto:equality@bury.gov.uk)) FOR PUBLICATION.**