

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

Department	Neighbourhoods and Communities	
Service	Localities	
Proposed policy	Bury West Township Forum Township Plan – Action Planning 2013/14	
Date	2013	
Officer responsible for the 'policy' and for completing the equality analysis	Name	Christine Maksymowski
	Post Title	Township Co-ordinator
	Contact Number	0161 253 7941
	Signature	
	Date	26 June 2013
Equality officer consulted	Name	Catherine King
	Post Title	People Strategy Adviser - Equalities
	Contact Number	
	Signature	
	Date	

2. AIMS

What is the purpose of the policy/service and what is it intended to achieve?	<p>The Bury West Township Forum has developed and agreed a three year Township Plan. This plan identifies local issues and priorities where, working together with local councillors, community representatives, groups, partner agencies and residents, they can make a difference.</p> <p>The Township Plan provides an essential focus to the work of the Township Forum. After consultation with the people mentioned above, it captures five local priority outcomes as follows:</p> <ul style="list-style-type: none"> • Improved Employment Opportunities • Improved Community Safety • Improved Health and Wellbeing • Improved Educational Attainment/Learning Opportunities • Improved Road Safety and Public Transport • Improved Community Pride and Belonging <p>These priorities guide the work of Bury West Township Forum. Out plan is a three year plan which includes an annual action plan (for each year of the plan). The Annual</p>
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	<p>Action Plan incorporates key projects and actions which will be delivered over the year to contribute towards delivery of local priority outcomes.</p> <p>The Township Plan for 2012/15 was developed last year through active engagement and discussions with Township Forum members – including both Councillors and Advisory Group members. Workshops were also held to provide an opportunity for wider community representatives, partner organisations and residents to get involved. Updates have been shared at public meetings of the Township Forum – providing further opportunities for residents to get involved.</p> <p>The Township Forum is now developing its action plan to deliver the Plan’s priorities for the coming year (2013/14). This action plan will identify projects and initiatives that can support delivery of the Township Plan.</p> <p>This Equality Analysis has been completed in parallel with the development of the 2013/14 Annual Action Plan</p>
<p>Who are the main stakeholders?</p>	<ul style="list-style-type: none"> • Chair of Township Forum • Councillors • Advisory Group members • Partners including voluntary, community and faith sector, including Bolton Road and St Stephen’s Churches, Bury North Police, NHS, Children Centres and local Schools • Public • Community Groups including Brandlesholme Residents Association • Council • Team Bury

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 Bury West 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> <p>All individuals, organisations, schools and groups on the Bury West database have been contacted and invited to attend the Township Forum Meeting and to contribute to the action planning</p>
Disability	Yes	No	<p>All individuals, organisations, schools and groups on the Bury West database have been contacted and invited to attend the Township Forum Meeting and to contribute to the action planning</p> <p>No specific projects in Bury West at the moment but we ensure that all venues are checked for suitability and a portable loop system has been</p>

			purchased to take to community venues.
Gender	No	No	
Gender reassignment	No	No	
Age	Yes	No	<p>All individuals, organisations, schools and groups on the Bury West database have been contacted and invited to attend the Township Forum Meeting and to contribute to the action planning</p> <p>The Township Forum is supporting a variety of project for all ages including, working to address childhood obesity, school readiness, Backing Young Bury supporting young people to gain employment, Be Safe Be Cool in schools outlining the dangers of drugs, alcohol and anti social behaviour, Safe4Summer running events in Whitehead Park, Job Clubs to help people to find work and an intergenerational event in Burrs Country Park to break down the age barriers</p>
Sexual orientation	Yes	No	<p>All individuals, organisations, schools and groups on the Bury West database have been contacted and invited to attend the Township Forum Meeting and to contribute to the action planning</p> <p>Emails with the dates of the Bury West Township Forum meetings have been sent to the LGBT network inviting members to attend and contribute to the action planning process.</p> <p>The draft plan with be shared with the LGBT network for comment.</p>
Religion or belief	No	No	
Caring responsibilities	No	No	

Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

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	Yes	<p>The 2013/14 Action Plan identifies a number of actions that seek to improve access to employment across the different equality groups in Bury West to support priority one in the plan to 'improve employment opportunities' these include support and promotion of the Backing Young Bury Scheme and the creation of Job Clubs at the Bury West Childrens Centres.</p> <p>The Action Plan also identifies actions to promote community safety including the newly formed Bury North Partnership meeting to address anti social behaviour and neighbourhood disputes including hate crime.</p>
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	<p>The 2013/14 Action Plan identified a number of projects that seek to improve equality of opportunity in relation to employment, physical activity and health inequalities. Examples include Backing Young Bury Scheme, access to Sportivate Funding and health awareness projects</p> <p>The plans aims to help narrow inequality gaps in respect of education, housing, living conditions, health and crime</p>
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	<p>The Round Table discussions to develop the 2013/14 Action Plan has brought people together from across the Township to work together to support the delivery of the outcomes and includes TRA's, Police, NHS, Young Persons Representative, Children Centres and Community Groups. Working together over the coming year will help us to foster good relations across our Township area.</p>

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

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

Details of the equality information or engagement	Internet link if published	Date last updated
<p>Round table discussions took place at the Bury West Township Forum Meeting on 4th June 2013 to formulate the Bury West Township Area Plan (TAP)</p> <p>Advisory group members and Councillors were asked to facilitate discussions around 6 key themes, Employment/Worklessness, Crime, Health and Wellbeing, Educational Attainment/ Learning Opportunities, Housing/ Environment/ Living Conditions/ Public Transport and Community Cohesion Community Pride and Belonging.</p> <p>The opportunity to participate in the round table discussions was widely publicised via the Council's website, Facebook, Twitter, posters, press releases, email from the Township Forum database and contact with key stakeholders including Councillors, Advisory Group members and attendees of the</p>	<p>The Bury West Township Area Plan will be uploaded to the web page</p>	

<p>Forums.</p> <p>To inform the Bury West Township Plan, Advisory group members and Councillors were invited to share their views and thoughts on the emerging plan. They were given the opportunity to participate in round table discussion meetings or respond directly to the Township Co-ordinator with their ideas and thoughts; they chose the latter option.</p> <p>The Township Co-ordinator contacted Councillors, Advisory Group and members of the public to gather the information to formulate the draft Bury West TAP Plan</p> <p>The plan was adopted by the Forum as a working document at the Township Forum Meeting on ????? Members of the public were invited to this meeting and given the opportunity to share their views; at this meeting we had ????? members present.</p> <p>People attending future meetings will also be able to offer their thoughts and views on the emerging plan as it is developed.</p>		

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

<p>The Bury West Area Plan is a fluid rolling document 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>What will the likely overall effect of your policy/service plan be on equality?</p>	<p>Positive- the purpose of the Bury West plan is to help contribute to narrowing inequalities/ gaps in provision of all services affecting communities at a local level in Bury West</p>
<p>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</p>	<p>None</p>
<p>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</p>	<p>Establishment of working groups to examine various issues in the plan.</p> <p>Find ways of communicating and consulting with communities and groups to find new and innovative ways of working to reach all communities. Give real actions that we will deliver in Bury West.</p>
<p>What steps do you intend to take now in respect of the implementation of your policy/service plan?</p>	<p>Monitor plans on regular basis through sharing updated action plans at each meeting of the Bury West Forum</p> <p>Bi-annual performance reports produced each year and shared with the Bury West 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. The plan is monitored using the traffic light system and regular reports will be provided for the Bury West Township Forum 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) FOR PUBLICATION.