

## 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>	EDS	
<b>Service</b>	Planning, Environment and Regulatory Service	
<b>Proposed policy</b>	Environmental Services Enforcement Policy	
<b>Date</b>	31 <sup>st</sup> August 2012	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Lorraine Chamberlin
	<b>Post Title</b>	Head of Environmental Protection
	<b>Contact Number</b>	0161 2535519
	<b>Signature</b>	
	<b>Date</b>	31 <sup>st</sup> August 2012
<b>Equality officer consulted</b>	<b>Name</b>	Natasha Franklin
	<b>Post Title</b>	Health and Safety Unit Manager
	<b>Contact Number</b>	253 5524
	<b>Signature</b>	
	<b>Date</b>	31 <sup>st</sup> August 2012

### 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>The policy sets out our general principles with regard to enforcement and prosecution. It aims to</p> <ol style="list-style-type: none"> <li>1) Inform stakeholders how we will carry out our regulatory duties</li> <li>2) Ensure consistency between officers</li> </ol>
<b>Who are the main stakeholders?</b>	<p>All Officers within Environmental Health, Trading Standards and Licensing and their agents carrying out enforcement work</p> <p>Everyone who lives in, visits, studies or works in 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.**

<b>Protected equality characteristic</b>	<b>Positive effect (Yes/No)</b>	<b>Negative effect (Yes/No)</b>	<b>Explanation</b>
Race	No	No	Not relevant as the policy does not have any effect on account of race
Disability	No	No	Not relevant as the policy does not have any effect on account of disability
Gender	No	No	Not relevant as the policy does not have any effect on account of gender
Gender reassignment	No	No	Not relevant as the policy does not have any effect on account of gender reassignment
Age	No	No	Not relevant as the policy does not have any effect on account of age
Sexual orientation	No	No	Not relevant as the policy does not have any effect on account of sexual orientation
Religion or belief	No	No	Not relevant as the policy does not have any effect on account of religion or belief
Caring responsibilities	No	No	Not relevant as the policy does not have any effect on account of any caring responsibilities
Pregnancy or maternity	No	No	Not relevant as the policy does not have any effect on account of pregnancy or maternity
Marriage or civil partnership	No	No	Not relevant as the policy does not have any effect on account of marriage or civil partnership

**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.**

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Reason for the relevance</b>
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	Policy aims to ensure consistent enforcement to protect all stakeholders from unfair treatment. It does not disproportionately affect any particular group
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)	No	Policy aims to ensure consistent enforcement to protect all stakeholders from unfair treatment. It does not disproportionately affect any particular group
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	No	Policy aims to ensure consistent enforcement to protect all stakeholders from unfair treatment. It does not disproportionately affect any particular group

**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.**

The Environmental Services Enforcement Policy aims to ensure consistent enforcement to protect all stakeholders from unfair treatment. It does not disproportionately affect any particular group and is relevant to all those on whom the law places a duty and on those whom the law protects

**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>

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

## 5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<b>What will the likely overall effect of your policy/service plan be on equality?</b>	
<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>	
<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>	
<b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b>	

## 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.**

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**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.**