

# 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>	Corporate Core	
<b>Service</b>	Elections and Land Charges	
<b>Proposed policy</b>	Boundary Review Final Recommendations	
<b>Date</b>	24 November 2021	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Marcus Connor
	<b>Post Title</b>	Corporate Policy Manager
	<b>Contact Number</b>	0161 253 6252
	<b>Signature</b>	
	<b>Date</b>	20 July 2021 updated 24 November 2021

## 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>To review the future size and ward patterns of Bury Council.</p> <p>This will ensure greater equality of representation for the electorate in the Borough.</p> <p>Will help to ensure that councillors are better able to meet the internal and external demands for their time.</p>
<b>Who are the main stakeholders?</b>	<p>Bury Councillors.</p> <p>Future candidates at Bury Council local elections.</p> <p>Current and future electorate.</p> <p>Community and voluntary organisations operating in the Borough.</p> <p>Members of Parliament (although this review does not impact on their electoral boundaries).</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	Will ensure equal representation across the Borough especially addressing wards with high number of electors per councillor, e.g. areas with high growth due to immigration.
Disability	Yes	No	The associated polling station review will help ensure that future polling stations are fully accessible.
Gender	No	No	
Gender reassignment	No	No	
Age	No	No	
Sexual orientation	No	No	
Religion or belief	Yes	No	The associated polling station review, will consider the appropriateness of buildings used as polling stations and whether these will deter voters from attending, e.g. if associated with a particular faith, or if the entry to a building used (such as a public house) is not acceptable.
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	Will ensure equality of representation across all areas of the Borough.
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (e.g. by removing or minimising disadvantages or meeting needs)	Yes	The associated polling station review will look at buildings which will not deter voters with any of the protected characteristics (e.g. disability or religion / belief) from entering.
Need to foster good relations between people who share a protected characteristic and those who do not (e.g. by tackling prejudice or promoting understanding)	No	

**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 (including a list of all EAs carried out on existing policies/procedures/strategies),  
**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>
Outcome of the review will reduce variance from Borough average in wards.		
Associated polling station review will reduce number of complaints about suitability of polling stations.		

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

None identified at this stage.

## 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>Increased equality of representation across the Borough. Electors will have more equitable chance to speak to / make their views known to their councillor. Voice of each elector will be more equally represented by their respective local councillor.</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>Not applicable.</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><b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b></p>	<p>Undertake polling district and polling station review to ensure increased accessibility for voters and maximise opportunity to vote in person if so wished. Also undertake full polling station risk assessment to ensure safety of all people entering polling stations.</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.**

Monitor future distribution of electors by ward. Monitor complaints received about individual polling stations.

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO YOUR DEPARTMENTAL EQUALITY REPRESENTATIVE FOR RECORDING.**

