

# Cambridge City Council Equality Impact Assessment



Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from David Kidston, Strategy and Partnerships Manager on 01223 457043 or email [david.kidston@cambridge.gov.uk](mailto:david.kidston@cambridge.gov.uk) or from any member of the Joint Equalities Group.

## 1. Title of strategy, policy, plan, project, contract or major change to your service:

The Business Regulation Plan 2013-2014

## 2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

The Food Standards Agency and Health & Safety Executive require local authorities to state how they will meet their legal obligation to enforce the respective statutory instruments and to ensure that sufficient resources are made available for the task. Furthermore, the Business Regulation Plan also defines the enforcement and partnership activities that the Commercial Team will be carrying out or developing during 2013-2014.

## 3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

- Residents
- Visitors
- Staff

A specific client group or groups (please state):

## 4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- New
- Revised
- Existing

## 5. Responsible directorate and service

Directorate: Environment

Service: Refuse & Environment

## 6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

No

Yes (please give details):

Much of the proposed work looks to develop partnerships with other Council services and outside agencies, and their success will only occur if there is this co-operation. Internal prospective partners include the Licensing Service and Property Services. External partners may include the Health and Safety Executive and the Mill Road Community, as well as individual businesses.

## 7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

**(a) Age** (any group of people of a particular age, including younger and older people)

This Business Regulation Plan is aimed at protecting everyone, irrespective of age, who may be affected by work or a workplace activity in a Council enforced business in the City. The Commercial Team is responsible for the enforcement of Health and Safety Legislation, including the Management of Health and Safety at Work Regulations 1999 which requires the employer to assess any specific risks posed to their young workers

**(b) Disability** (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

This Business Regulation Plan is aimed at protecting everyone, irrespective of ability, who may be affected by work or a workplace activity in a Council enforced business in the City. The service already uses whatever communication means practicably available to ensure communication and understanding is made, and this will continue.

**(c) Gender**

This Business Regulation Plan is not gender sensitive and all stakeholders will be treated to ensure equality of outcome.

**(d) Pregnancy and maternity**

This Business Regulation Plan is not expected to have any impact on pregnancy or maternity issues and each person will be treated to expect the same equality of outcome. The Commercial Team is responsible for the enforcement of Health and Safety Legislation, including the Management of Health and Safety at Work Regulations 1999 which requires the employer to assess the risks posed to their pregnant workers

**(e) Transgender** (including gender re-assignment)

This Business Regulation Plan is not expected to have any impact on transgender issues and each person will be treated to expect the same equality of outcome

**(f) Marriage and Civil Partnership**

This Business Regulation Plan is not expected to have any impact on marriage or civil partnership issues and each person will be treated to expect the same equality of outcome

**(g) Race or Ethnicity**

This Business Regulation Plan will be applied equally to all races and members of ethnic groups, although when necessary the application by officers of the service will show consideration to the customs of the respective groups

### **(h) Religion or Belief**

This Business Regulation Plan will be applied equally to all religions and people with defined beliefs, although when necessary the application by officers of the service will show consideration to the customs of the respective groups

### **(i) Sexual Orientation**

This Business Regulation Plan is not expected to have any impact on matters of sexual orientation and each person will be treated to expect the same equality of outcome

### **(j) Other factor that may lead to inequality (please state):**

No

### **8. If you have any additional comments please add them here**

No

### **9. Conclusions and Next Steps**

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to David Kidston, Strategy and Partnerships Manager, who will arrange for it to be published on the City Council's website. Email [david.kidston@cambridge.gov.uk](mailto:david.kidston@cambridge.gov.uk)

### **10. Sign off**

Name and job title of assessment lead officer: Frank Harrison; Team Manager (Commercial)

Names and job titles of other assessment team members and people consulted:  
Jas Lally

Date of completion: 13<sup>th</sup> February 2013

Date of next review of the assessment: 31<sup>st</sup> January 2014

## Action Plan

**Equality Impact Assessment title:**

**Date of completion:**

<b>Equality Group</b>	<b>Age</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Disability</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Gender</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Pregnancy and Maternity</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Transgender</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Marriage and Civil Partnership</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Race or Ethnicity</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Religion or Belief</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Equality Group</b>	<b>Sexual Orientation</b>
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

<b>Other factors that may lead to inequality</b>	
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	