Equality Analysis

Birmingham City Council Analysis Report

<table>
<thead>
<tr>
<th>EA Name</th>
<th>Code Of Practice For The Environmental Information Regulations 2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directorate</td>
<td>Economy</td>
</tr>
<tr>
<td>Service Area</td>
<td>Birmingham Audit</td>
</tr>
<tr>
<td>Type</td>
<td>Reviewed Policy</td>
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</tbody>
</table>

EA Summary
The aim is to define a Code of Practice for the Council in order to meet its statutory obligations under the Environmental Information Regulations (EIR) 2005

Reference Number
EA000468

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Date Approved
2015-01-13 00:00:00 +0000

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Introduction

The report records the information that has been submitted for this equality analysis in the following format.

Overall Purpose

This section identifies the purpose of the Policy and which types of individual it affects. It also identifies which equality strands are affected by either a positive or negative differential impact.

Relevant Protected Characteristics

For each of the identified relevant protected characteristics there are three sections which will have been completed.

- Impact
- Consultation
- Additional Work

If the assessment has raised any issues to be addressed there will also be an action planning section.

The following pages record the answers to the assessment questions with optional comments included by the assessor to clarify or explain any of the answers given or relevant issues.
1 **Activity Type**

The activity has been identified as a Reviewed Policy.

2 **Overall Purpose**

2.1 **What the Activity is for**

| What is the purpose of this Policy and expected outcomes? | The aim is to define a Code of Practice for the Council in order to meet its statutory obligations under the Environmental Information Regulations (EIR) 2005. |
Comment
Aims: The aim is to define a Code of Practice for the Council in order to meet its statutory obligations under the Environmental Information Regulations (EIR) 2005.

Objectives: The objectives of the Code of Practice are to:
- define what is meant by environmental information
- outline how an information request may be received and to define the process for validating it
- provide guidance on exceptions to the act and how these can be applied to a request
- provide guidance on the fees regulations.

Outcomes: Information that is accessible under EIR will be made available to the public. The purpose of an EIR disclosure is to put that information in the public domain.

Benefits: The results of implementing the Code of Practice for the Environmental Information Regulations 2005 are intended to be to the benefit of all citizens of Birmingham as the policy gives confidence to citizens that information is handled in a compliant manner and informs and engages the wider community

For each strategy, please decide whether it is going to be significantly aided by the Function.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Yes/No</th>
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<tbody>
<tr>
<td>Public Service Excellence</td>
<td>Yes</td>
</tr>
<tr>
<td>A Fair City</td>
<td>Yes</td>
</tr>
<tr>
<td>A Prosperous City</td>
<td>No</td>
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<tr>
<td>A Democratic City</td>
<td>Yes</td>
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</tbody>
</table>

2.2 Individuals affected by the policy

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will the policy have an impact on service users/stakeholders?</td>
<td>Yes</td>
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This Code of Practice regulates the management of requests for information in accordance with legislation and recognised industry best practice. EIR legislation is about supporting transparency within public authorities and the rights of individuals to access information held by them.

The Code of Practice sets out how the Council will respond to requests for information that it receives under the EIR and meet legislative requirements. The right to access information is open to everybody anywhere in the world.

The City Council should ensure that appropriate assistance is given to enable the customer to make a request for information under EIR. Depending on the circumstances, appropriate assistance might include advising the customer that another person or agency, such as a Citizens Advice Bureau may be able to assist them with the application or make the application on their behalf. Council staff should be flexible in offering advice and assistance most appropriate to the circumstances of the applicant.

The right of access is available to everybody regardless of who and where they are. Section 16 of the EIR provides guidance for public authorities on good practice to follow in discharging their responsibilities in relation to request for information under EIR.

| Will the policy have an impact on employees? | Yes |
| Will the policy have an impact on wider community? | Yes |

2.3 Analysis on Initial Assessment

Chairperson: Summary statement:

Having undertaken an initial impact assessment of the Environmental Information Regulations Code of practice, we have concluded that as there is no potential adverse impact associated with any aspects of the code, we should not proceed to a full impact assessment.

Should any equality issue arise during implementation of the code it will be considered.

Sign-off Date: 24th October 2014
3 Concluding Statement on Full Assessment

Suresh Sharma from the Equalities, Community Safety and Cohesion Team, confirmed on 18th November 2014 that the EA did not need to go to a full assessment.

4 Review Date

24/10/17

5 Action Plan

There are no relevant issues, so no action plans are currently required.