

# EQUALITY ANALYSIS FOR POLICY/PROCEDURE

This document should be used to conduct Equality Analysis (EA) in relation to **new** and **existing** Policy and Procedure Documents.

<b>Policy/Procedure Reference and Title:</b>	Corporate Communications Policy
<b>Summary of contents - This Policy/Procedure directs staff by:</b>	
The purpose of this policy is to ensure South Yorkshire Police benefits from the consistent and coherent use of the Force brand, and minimise the risk of misusing the brand. This Policy also looks to encourage public facing promotional activity which supports our aims and ensure correct management to balance support and minimises disturbance.	

Whilst all EA is reviewed at least biennially, this document is a live record and should be continually updated and reviewed. (Please include details of stakeholder consultation **below**). For further detailed advice on EA please contact the Diversity Unit, HR Strategy & Change.

## SECTION 1

<b>Does this document relate to the treatment of people?</b>	<b>No</b>
<b>Please describe why:</b>	
This document refers to administrative work and design, rather than the treatment of those abiding by it.	
<b>*Move to Section 1B.</b>	

## SECTION 1B

<b>Does the process referred to in this document relate to the treatment of people?</b>	<b>No</b>
The processes refer to administrative work and design, rather than the treatment of those abiding by them.	
<b>*Move Straight to Signature</b>	

**SECTION 2**

<b>Is there any adverse impact on any group based on a protected characteristic?</b>	<b>N/A</b>
<b>If yes, please describe how this impact is explained or justified?</b>	
<b>What action have you taken to mitigate or remove any adverse impact?</b>	

**SECTION 3**

<b>Is there any positive impact on any group based on a protected characteristic?</b>	<b>N/A</b>
<b>If yes, please record reasoning:</b>	

**SECTION 4**

This section details the start date of the EA and consultations that have been carried out in the development or review of this policy or procedure.

<b>Name of Person completing the Equality Analysis:</b>	Rebecca Beck	<b>Version 1 Start Date</b>	25.11.15
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**CONSULTATION**

List below who you have consulted with on this policy or procedure (incl. committees, groups, etc):

<b>Role &amp; Title</b>	<b>Date Consulted</b>	<b>Version</b>
Nottinghamshire Police Public Engagement Team	April 2014	1.0
West Yorkshire Police Corporate Communications	Ongoing	1.0
North Yorkshire Police Corporate Communications	Ongoing	1.0
Humberside Police Corporate Communications	Ongoing	1.0
Colleagues at annual Apcomm Conference	October 2015	1.0
Carrie Goodwin	3/12/2015	1.0
Katie Newbould, Research and Policy Officer	04/01/17	2.0

<b>Signature of person checking Equality Analysis*:</b> *This should be the Policy Owner	Carrie Goodwin, Head of Corporate Communications	<b>Date:</b>	04/01/17
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