

Equality Impact Assessment (EqIA)

Deciding what needs to be assessed

In theory all policies, decisions, services, projects and programmes should be impact assessed. The most practical approach is to assess as the proposal is being developed or as processes, services and policies come up for review making the EQIA part of the development process. Do not be put off by the list below, it does not mean that long and detailed assessments are required every time you are engaged in one of the activities. However, it does mean that you should always consider the equalities implications of your proposals.

Policy

- New policy development
- Substantial revision of an existing policy or process
- Any change which may have a disproportionate impact on a particular group

Decision

- Key decision
- Decision for management board/cabinet
- Budget change decision

Service

- New service
- Service review, including the decommissioning of services
- Any service change which may have a disproportionate impact on a particular group

Projects and programmes

- All, at planning stage

Further information: [Equality Impact Assessments - a user's guide](#)

Section One

| Question | Response |
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| 1.1 | Name of policy/decision/service/project/programme being assessed | Anti-Social Behaviour Policy Housing Customer Services |
| 1.2 | Summary of aims and objectives of the policy/decision/service/project/programme | <p>The Anti-Social Behaviour policy sets the vision and the strategic priorities for the Housing service.</p> <p>The policy aims to help residents - be it tenants, the wider community, other agencies or staff - understand what Swindon Borough Council are able to do and when they should report to other agencies. It will help staff and tenants to identify types of behaviour that they will deal with, and identifies what actions we may or may not take.</p> <p>The vision sets a clear expectation for Housing Services in Swindon to ensure that everyone has the right to live in the way they want as long as it does not unlawfully spoil the quality of life of others, or breach the terms of their tenancy agreement.</p> <p>It will set out how Swindon Borough Council will clearly manage anti-social behaviour, through improved management and a clear policy.</p> <p>To accompany the Vision, we have a strategy which sets out the simple, but fundamental elements required to support our tenants take responsibility, with our support if needed, for looking after their home and respecting their neighbours, their community and our staff.</p> <p>The final copy of the strategy will be subject to the appropriate level of corporate and political scrutiny before being approved for publication.</p> |
| 1.3 | Who is affected by the policy/decision/service/project/programme? (e.g. employees/service users/supplier/contractor) | <p>It will affect all residents living within the Borough regardless of their background, as well as businesses and other organisations operating in the Borough.</p> <p>Within the Council, this policy relates to the work of the Community Safety Partnership (incorporating the anti-social behaviour team) and, to a lesser extent, legal services.</p> |
| 1.4 | What involvement and consultation has been done in relation to this proposal? (e.g. with relevant groups and stakeholders) | <p>A draft version of the policy, has been subject to public, staff, partner and stakeholder engagement.</p> <p>Consultation with Tenants Scrutiny Panel will be undertaken. There will also be consultation with the Community Safety Partnership (CSP).</p> |
| 1.5 | What are the arrangements for monitoring and reviewing the actual impact of the | Swindon Borough Council will regularly review the EqIA, in line with legislative changes or good practice, or if the policy impacts any group directly. |

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| policy/funding activity/event? | |
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Section Two - Protected Characteristics

| Protected Characteristic Group | Is there a potential for positive or negative impact? Is the impact neutral? | Please explain and give examples of any evidence/data used | Action to address negative impact (e.g. adjustment to the proposal) |
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| Disability | Neutral | <p>Different approaches and mechanisms may be required for engaging with and representing, people with a range of disabilities depending on their individual needs.</p> <p>Consider:</p> <ul style="list-style-type: none"> • Communication methods. • Accessibility – venue, location, transport. • Range of support needed to participate. • Hearing Loops and Interpreters. • Disability awareness training for employees. | <ul style="list-style-type: none"> • Offer a range of appointments, e.g. at home, at the office, at a library. • Consider different support needs, e.g. liaise with support workers, make referrals to support agencies. • Include interpretation services where needed. • Use text type telephones. • All staff to receive disability awareness training. |
| Gender Reassignment | Negative | <p>Trans people should be able to disclose their gender identity without fear of prejudice.</p> <ul style="list-style-type: none"> • Making it clear you have a Trans policy and process. • Awareness training for employees. | Swindon Borough Council does not have a trans policy – consider introducing a hate crime policy. |
| Marriage or Civil Partnership | Neutral | All couples or partners, regardless of gender, should be able to access services. | |
| Pregnancy and Maternity | Neutral | <p>Consider:</p> <ul style="list-style-type: none"> • Flexible hours of the service/project. • Is there access to private area for breastfeeding mothers? | <p>Be flexible with timings and appointments.</p> <ul style="list-style-type: none"> • Introduce private area for breastfeeding, if requested. |
| Race | Neutral | Consider: | Regular review of ASB activities undertaken in respect of the policy and |

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| | | <ul style="list-style-type: none"> • The size of the BME communities that your service/project affects. • Language(s) spoken/understood. • Culture, such as hygiene, clothing, physical activities, mixed gender activities. • What access support can you offer? | <p>perpetrator/victim to ensure that this group is not being disadvantaged.</p> <p>Work with Community Safety Partnership on individual cases.</p> |
| Religion or Belief | Neutral | <p>Consider:</p> <ul style="list-style-type: none"> • The diversity within the communities that your service/project affect. • Prayer times, meal times, food (some religions do not eat meat), cultural habit or belief, religious holidays such as Ramadan. • Awareness training for employees. | <p>Be flexible with appointments, e.g., home visits offered to suit the tenant.</p> |
| Sexual Orientation | Neutral | <p>Consider:</p> <ul style="list-style-type: none"> • LGB people should feel safe to disclose their sexual orientation without fear of prejudice. • Make it clear you recognised civil marriage and partnerships. • Awareness training for employees. | <p>Provide ongoing awareness training for employees.</p> <p>Swindon Borough Council Equality policy.</p> |
| Sex (gender) | Neutral | <p>Consider:</p> <ul style="list-style-type: none"> • The impact on men and women. • Child care/care of other dependants. • Mixed/single gender groups/activities. • Timing of services/projects. | <p>Be flexible with appointments.</p> |
| Age | Neutral | <p>Consider:</p> <ul style="list-style-type: none"> • The way younger and older people access services may be different. • Use of technology. • Child care/care of another dependant. | <p>Accept correspondence in different formats, e.g. email, written, WhatsApp messages, telephone call.</p> <p>Offer a range of appointments, home visits.</p> |

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| | | <ul style="list-style-type: none"> • Timings/flexibility, such as work patterns. • Transport arrangements. • Venue location. | |
| Children in Care and Care Leavers | Neutral | <p>Consider:</p> <ul style="list-style-type: none"> • The way younger and older people access services may be different. • Use of technology. • Child care/care of another dependant. • Timings/flexibility, such as work patterns. • Transport arrangements. • Venue location. | <p>Accept correspondence in different formats, e.g. email, written, WhatsApp messages, telephone call.</p> <p>Offer a range of appointments, home visits.</p> <p>Cover transport costs for court.</p> |

Section Three- Evaluation

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| 3.1 | Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people? | No. The policy provides a transparent framework that SBC will follow to ensure decisions on antisocial behaviour and procedures that follow are carried out in line with the policy. |
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| Final Decision: | Tick the relevant box | Include any explanation / justification required |
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| 1. No barriers identified, therefore activity will proceed. | ✓ | The policy provides a transparent framework that SBC will follow to ensure decisions on antisocial behaviour and procedures that follow are carried out in line with the policy. |
| 2. Stop at some point because the data shows bias towards one or more groups | | |
| 3. Adapt or change the event in a way which you think will eliminate the bias | | |
| 4. Barriers and impact have been identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore, proceed with caution with this knowing that it may favour some people less than others, providing justification for this decision. | | |

Section Four – Record Keeping

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| Will this EqIA be published* (*EqIA's should be published alongside relevant event paperwork including cabinet papers: | Yes/Not required |
| Date Completed | |
| Review date (if applicable) | |

Change Log

| Name | Date | Version | Change Made |
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| Responsibilities | | | |
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| Name of person leading this EqIA | Stuart Hook | Date Completed | 09/05/2024 |
| Names and roles of people involved in the consideration of impact | Stuart Hook | Sally Nelson | Andrew McDonald |
| Name of Director signing EqIA | Chris Stratford | Date Signed | 24-05-2024 |