

Equality Impact Assessment Summary Form

1. What is the name of the service/function/policy/procedure you have assessed?
Anti-Social Behaviour Service
2. Briefly describe the aim and objectives of the service, function, policy or procedure. What needs, or duties, is it designed to meet?
To ensure that the ASB process is open and accessible to all. That the ASB process is based on fair reason and does not discriminate
3. Is there any evidence to suggest that this could affect some groups of people differently? Is there an adverse impact? What are the reasons for this adverse impact?
Yes - customers with literacy problems unable to engage with diary logging process.
4. What evidence have you used to make your judgment?
Customer profile data across access, take-up and satisfaction results
5. Who have you consulted? What methods did you use?
Victims, perpetrators, witnesses and partner agencies -ASB forums and workshops,
6. Have you published the results of that consultation, if so, where?
No
7. Is there a public concern (in the media etc) that this function or policy is being operated in a discriminatory manner?
None known
8. If the service, function, policy or procedure does have an adverse impact, can that impact be justified?
No
9. If the impact cannot be justified, how do you intend to deal with it?
Dictaphones are offered for any customers who struggle with writing
10. Will the service, function, policy or procedure have a positive, negative or neutral effect on the promotion of equal opportunities and the elimination of discrimination? Will it encourage or hinder community relations?

The service has a neutral effect as all of the analysis shows no negative effects except on the literacy front and that is being managed.

11. How will you monitor the service, function, policy or procedure in the future?

Through the SMART action plan and regular analysis by the ASB Team Leader.

Signature of the lead officer undertaking the assessment:

Full name: Sarah Brewerton

Position: ASB Team Leader

Dated: March 2011