

## Equality Impact Assessment / Equality Analysis

<b>Title of service or policy</b>	Boat Dwellers & River Travellers Task and Finish Group Review
<b>Name of directorate and service</b>	Democratic Services ( Policy Development & Scrutiny)
<b>Name and role of officers completing the EIA</b>	Donna Vercoe ( Lead Policy Development & Scrutiny Project Officer) Samantha Jones ( Corporate policy manager, Equalities, Policy & Partnerships ) Boat Dwellers & River Travellers TFG supporting officer
<b>Date of assessment</b>	May 2013

Equality Impact Assessment (or ‘Equality Analysis’) is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The primary concern is to identify any discriminatory or negative consequences for a particular group or sector of the community. Equality impact Assessments (EIAs) can be carried out in relation to service delivery as well as employment policies and strategies.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis on a policy, service or function. It is intended that this is used as a working document throughout the process, with a final version including the action plan section being published on the Council’s and NHS Bath and North East Somerset’s websites.

<b>1.</b>	<b>Identify the aims of the policy or service and how it is implemented.</b>	
	<b>Key questions</b>	<b>Answers / Notes</b>
<b>1.1</b>	<p>Briefly describe purpose of the service/policy including</p> <ul style="list-style-type: none"> <li>● How the service/policy is delivered and by whom</li> <li>● If responsibility for its implementation is shared with other departments or organisations</li> <li>● Intended outcomes</li> </ul>	<p>The Task and Finish Group will investigate the common needs and requirements of Boat Dwellers and River Travellers along the River Avon in Bath &amp; North East Somerset (<i>Hanham Lock to Dundas Wharf on the Kennet &amp; Avon Canal</i>) and provide the Housing and Major Projects Policy Development and Scrutiny Panel with enough information to make recommendations to Cabinet for both practical measures such as the development of a Memorandum of Understanding (MoU) between the Council and Boat Dwellers &amp; River Travellers, through their representative organisations, and for future policy development.</p> <p>The work will also set out to support the work carried out by the River Corridor Group and their vision for the future River Avon and also link to the Current Core Strategy<sup>1</sup>,</p>

---

<sup>1</sup> In the 2011 Core Strategy Draft as presented to the Planning Inspector, Policy CP10 Housing Mix para 6.80 page 124 applies though river homes are not specifically mentioned and it could also be argued that policy CP7 Green Infrastructure applies par 6.58 on p 119. The findings of the Group should be useful in the further development of policy in the Local Development Framework and Placemaking stages.

		<p>specifically the requirement to deliver more dwellings, which have so far been increased through large housing developments and not yet that of people living on the waterways in Bath &amp; North East Somerset.</p> <p>It is also important that this work is integrated with other B&amp;NES policies, such as tourism, education, social care, health, economic wellbeing and 'housing'. For example, in Birmingham and Oxford the canal and river system contribute substantially to housing students, and reducing houses of multiple occupation (HMO) problems.</p> <p><b>Intended Outcomes</b></p> <p>The Task and Finish group have set out to produce a report that contributes to a better understanding of the issues presented by and facing Boat Dwellers and River Travellers. It will set out information currently available, what further data and information is still needed. This will then feed into the draft MoU and future policy development.</p> <p>The final report will be produced for the relevant Policy Development &amp; Scrutiny Panel (Housing and Major Projects) with recommendations which will be made available to the relevant Council /Cabinet Member and/or other organisations to consider and make a response.</p>
1.2	<p>Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> <li>● Is it a new service/policy or review of an existing one?</li> <li>● Is it a national requirement?).</li> <li>● How much room for review is there?</li> </ul>	<p>To achieve the above objective the task and finish group will investigate the following areas:-</p> <p><b>(Mapping exercises)</b></p> <ol style="list-style-type: none"> <li><b>1. Establish the number of Boat Dwellers and River Travellers in the area to gather a snapshot of current data available</b></li> <li><b>2. Investigate what the Council is doing to engage with Boat Dwellers &amp; River Travellers</b></li> </ol> <p><i>Purpose:</i> To identify what more could be done and help to develop ideas to feed into the MOU, and future policy, ensuring that these are consistent and integrated i.e. such as developing a multi-disciplinary approach, similar to that adopted for work on the</p>

		<p>needs of gypsy &amp; traveller households within B&amp;NES Policy</p> <p><b>3. Investigate what other statutory and voluntary agencies are doing to engage with Boat Dwellers and River Travellers</b>  <i>Purpose:</i> To build a picture of what work has been commissioned, delivered under statutory regulations or otherwise undertaken externally.</p> <p><b>(Establish needs/ issues of boat dwellers)</b></p> <p><b>4. Establish the key issues faced by Boat Dwellers and River Travellers</b>  <i>Purpose:</i> Identify what information is already available and what is missing? I.e. who is the most vulnerable, how living on the waterways affects their lives<sup>2</sup> and inform future policy and the MOU.</p> <ol style="list-style-type: none"> <li>a. Definition required of Boat Dwellers and River Travellers,</li> <li>b. Who lives on boats? Professionals, students, families, travellers, etc.</li> <li>c. What are the real issues/ risks: <i>i.e. Health &amp; Social care needs, housing needs and aspirations, Dentistry, Employment, Education, and Democratic Services etc.</i></li> <li>d. What are the concerns raised by people living adjacent to the canal and river?</li> </ol> <p><b>Recommendations</b></p> <p><b>5. To improve the Council’s understanding of the scale and nature of boat-dwelling in Bath &amp; North East Somerset;</b></p> <ul style="list-style-type: none"> <li>• to improve our knowledge of the issues and problems faced by people living on the waterways;</li> <li>• to make recommendations for practical solutions to identified problems;</li> <li>• identify areas in need of further investigation;</li> <li>• to contribute to a practical and workable Memorandum of Understanding signed up to by key stakeholders (to be agreed, but as a minimum, the Council, Canal &amp; Rivers Trust, boat-dwellers representative organisations)</li> </ul>
--	--	--

---

<sup>2</sup> Vulnerable “ fall between Services and policies and systems”

1.3	Do the aims of this policy link to or conflict with any other policies of the Council?	The work will also set out to support the work carried out by the River Corridor Group and their vision for the future River Avon and also link to the Current Core Strategy <sup>3</sup> . ( which links the Gypsy & Traveller policy)
<b>2. Consideration of available data, research and information</b>		
<p>Monitoring data and other information should be used to help you analyse whether you are delivering a fair and equal service. Please consider the availability of the following as potential sources:</p> <ul style="list-style-type: none"> <li>● <b>Demographic</b> data and other statistics, including census findings</li> <li>● Recent <b>research</b> findings (local and national)</li> <li>● Results from <b>consultation or engagement</b> you have undertaken</li> <li>● Service user <b>monitoring data</b> (including ethnicity, gender, disability, religion/belief, sexual orientation and age)</li> <li>● Information from <b>relevant groups</b> or agencies, for example trade unions and voluntary/community organisations</li> <li>● Analysis of records of enquiries about your service, or <b>complaints</b> or <b>compliments</b> about them</li> <li>● Recommendations of <b>external inspections</b> or audit reports</li> </ul>		
	<b>Key questions</b>	<b>Data, research and information that you can refer to</b>
2.1	What is the equalities profile of the team delivering the service/policy?	The T&FG comprises 9 people; 4 women, 5 men

<sup>3</sup> In the 2011 Core Strategy Draft as presented to the Planning Inspector, Policy CP10 Housing Mix para 6.80 page 124 applies though river homes are not specifically mentioned and it could also be argued that policy CP7 Green Infrastructure applies par 6.58 on p 119. The findings of the Group should be useful in the further development of policy in the Local Development Framework and Placemaking stages.

2.2	What equalities training have staff received?	All elected members on the T&F group have attended equality briefings. All officers have attended equality updatr training. The external consultant has attended commercial equality & diversity training within the last three years.
2.3	What is the equalities profile of service users?	<ul style="list-style-type: none"> <li>• This EqIA covers all residents and visitors to the area.</li> <li>• The equalities profile of residents and visitors reflects a diverse population and is representative of all nine equalities strands.</li> <li>• A summary of our populations equality data from the Joint Strategic Needs Assessment 2012 is found here: : <a href="http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/research-library/35364">http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/research-library/35364</a></li> </ul>
2.4	What other data do you have in terms of service users or staff? (e.g results of customer satisfaction surveys, consultation findings). Are there any gaps?	<p>Results of case studies (anonymised) Email/ phone call data received from Boat Dwellers Group meeting for boaters &amp; river dwellers</p> <p>This is only a snapshot of data with the hope that a full review could be undertaken to capture a larger variety of boat dwellers and harder to reach families/ individuals who currently live on boats.</p>
2.5	What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?	<p>The TFG undertook a focus group with Boat Dwellers</p> <p>Received phone calls/ emails from Boat Dwellers as a result of sending out a press release and leaflets advertising the work that the TFG were undertaking.</p> <p>A number of case studies were undertaken which invited members of the local boating community to share their issues concerns and positive things about living along the river Avon and the Kennet and Avon canal, which has helped to inform and shape the future recommendation's for this review</p> <p>Meeting with the Canal and River Trust to get a better understanding of their roles and responsibilities along the waterways</p> <p>Notes from visits undertaken along the river</p> <p>All of the above issues raised by boat dwellers and river travellers regarding access have</p>

		been analysed and hope to shape the recommendations for this review.
<b>2.6</b>	If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?	As mentioned in 2.4 the TFG would like to see a full in-depth review carried out as a result of this snapshot finding of boat dwellers. This could then help inform the future direction of Boat Dweller and River Traveller policy for B&NES. The in-depth review would need to undertake a variety of different engagement techniques and methods to ensure that they have captured the views/ issues/ needs / requirements of our local boat dwellers and river travellers within the B&NES area (and all areas of equalities have been considered). Similar work undertaken by the TFG would need to be developed but on a larger scale and time frame. Any future work would need to consider the issues highlighted by boat dwellers through the TFG work, such as issues regarding access to services, and issues surrounding Health for boat Dwellers as key factors to determine the method that is used for future work and to ensure that equalities issues are considered fairly and consistently through the course of the review work.

### 3. Assessment of impact: 'Equality analysis'

	Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:	
	<ul style="list-style-type: none"> <li>• Meets any particular needs of equalities groups or helps promote equality in some way.</li> <li>• Could have a negative or adverse impact for any of the equalities groups</li> </ul>	
	<b>Examples of what the service has done to promote equality</b>	<b>Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this</b>
All people	<p>The T&amp;FG has identified that boat dwellers and river travellers are a very diverse community and are likely to include people from all protected characteristic groups.</p> <p>The project is designed to determine the needs of boat dwellers specifically; the low number of</p>	<p>Rents for boats and moorings charges are considered as legitimate costs under Housing Benefit regulations. Whilst rent charges for boats tend to be low, single boaters under 35 living on board a vessel needing to claim would be subject to national legislation around the number of bedrooms they can include in the claim. Therefore,</p>

	<p>responses so far means we are not able to publish meaningful equality data; a full review would be able to address this in more detail.</p> <p>The T&amp;FG aims to promote good relations between boat dwellers and local 'settled' residents</p>	<p>if they are living on a 2-bedroom boat, their claim would be considered at the rate of one bedroom only. This could leave the claimant with a shortfall in the rent. This regulation is not open to local interpretation.</p>
--	---	--

#### 4. Bath and North East Somerset Council & NHS B&NES Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
A full review could be undertaken to capture a larger variety of boat dwellers and harder to reach families/ individuals who currently live on boats.	Formulate recommendations as part of Task and Finish Group Review which will be taken to Cabinet for a decision.	Update on findings to relevant PDS Panels 2014	Democratic Services	Following PDSP July 2013
Contribute to a practical and workable Memorandum of Understanding signed up to by key stakeholders (to be agreed, but as a minimum, the Council, Canal & Rivers Trust, boat-dwellers representative organisations)	Formulate recommendations as part of Task and Finish Group Review which will be taken to Cabinet for a decision.	Update on findings to relevant PDS Panels 2014	Democratic Services	March 2014



## **5. Sign off and publishing**

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team ([equality@bathnes.gov.uk](mailto:equality@bathnes.gov.uk)), who will publish it on the Council's and/or NHS B&NES' website. Keep a copy for your own records.

**Signed off by:** Samantha Jones (Corporate policy manager, Equalities, Policy & Partnerships) (nominated senior officer)

**Date:** June 2013