

EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

Name of 'proposal' and how has it been implemented (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	Licensing of the Private Rented Housing Sector
Directorate / Service	CLC / Safer communities
Lead Officer	David Tolley, Head of Consumer and Business Regulation
Signed Off By (inc date)	
Summary – to be completed at the end of completing the QA (using Appendix A) (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<div style="display: flex; align-items: center; margin-bottom: 10px;"> <div style="width: 20px; height: 20px; background-color: #00b050; margin-right: 10px;"></div> <div>Proceed with implementation</div> </div> <p>As a result of performing the QA checklist, the policy does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p> <p>As the report identifies, equalities considerations will be reviewed as the project progresses.</p>

Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
1	Overview of Proposal		
a	Are the outcomes of the proposals clear?	Yes	This report considers the outcome of the consultation process undertaken from 16 March 2015 till 12 July 2015, changes to legislation announced during the consultation and options

possible for the introduction of a housing licensing scheme for the private rented sector (PRS). A licensing scheme for PRS will enable the Council to impose a legal requirement, in the designated area, on all landlords to register, apply for a licence for each property they rent out, and comply with specific licence conditions thus giving the Council more power to tackle irresponsible letting of properties. Housing licensing schemes aim to improve standards of management in the PRS and reduce anti-social behaviour. CMT is asked to:

1. Agree that Cabinet should consider the evidence and the responses to the consultation and determine whether a selective licensing scheme should be introduced in part of the Borough.
2. Agree that Cabinet consider the extent of the scheme, considering the options available and the revised consideration that the scheme should be introduced within the following areas; Weavers, Whitechapel and Spitalfields and Bangla town (pre May 22nd 2014 ward boundaries)
3. Subject to 2. above, agree that the designation criteria for introducing Selective Licensing, as outlined in this report have been met.
4. Agree that Cabinet authorise the designation of a Selective Licensing area to cover the areas detailed in 2. above, to take affect at a date set by the Corporate Director of Communities Localities and Culture, once supporting technology is in place. That the designation will last for five years from that date.
5. Agree that Cabinet confirm that the authority to issue the required statutory notifications in relation to the Selective Licensing scheme designation is delegated to the Corporate Director of Communities Localities

			<p>and Culture.</p> <ol style="list-style-type: none"> 6. Agree that early applications can be accepted 3 months prior to the actual commencement of the designation. 7. Agree that the fee structure and conditions proposed are adopted as part of scheme. 8. Determine if any further exemptions considered, in addition to the statutory exemptions i.e. ANUK. <p>Upon CMT's recommendations, MAB will consider the report.</p>
b	<p>Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)? Is there information about the equality profile of those affected?</p>	<p>Yes</p>	<p>Appendix five (Benefits of a selective licensing scheme) identifies a number of benefits for the Council, landlords, communities and tenants. It is known that ASB is higher in PRS rather than social rented accommodation. A licensing scheme will provide positive impact on landlord, tenants and a wider community through supporting responsible PRS management and reducing ASB.</p> <p>Once a scheme is introduced, landlords will be asked to pay fees. The 2011 Census shows that PRS had grown by 135% since the previous census in 2001 in the Borough. It is expected that the number of PRS will continue increasing.</p> <p>The report asks to consider the scheme is introduced in the following areas: Weavers, Whitechapel and Spitalfields and Banglatown (pre 22 May 2014 ward boundaries). It is estimated that there are 5,923 PRS in the Weavers, Whitechapel and Spitalfields and Banglatown wards.</p> <ul style="list-style-type: none"> • Weavers: 1,741(31% in the area) • Whitechapel: 2,578 (44%) • Spitalfields and Banglatown: 1,604 (41%). <p>In the Borough, it is estimated that around 37,000 properties consisting of 54% single family households and 46% in</p>

			<p>House of Multiple Occupation (HMO).</p> <p>The breakdown of online consultation respondents were:</p> <ul style="list-style-type: none"> • Businesses/service providers: 4 • Landlords/Managing Agents/Agents (the majority were from individual landlords): 103 • Tenants/residents: 92. <p>The most respondents of the above were white males within the age group of 30-39.</p>
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	See above.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	The service conducted a consultation from 16 March till 12 July 2015. The service also commissioned research on PRS and ASB (Appendix Three).
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	See above.
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	<p>See 4.23-4.45 of the report.</p> <p>The consultation consisted of information about the scheme being placed online, accompanied with an online questionnaire, public meetings, letters sent out to ward Councillors, landlords, managing agents, adverts placed in local and neighbouring Boroughs newspapers and direct letters to landlord and tenant groups and neighbouring local authorities.</p> <p>The online questionnaire was aimed at three distinct groups; landlords/managing agents/agent – tenants/residents – businesses or service providers. The service received just fewer than 200 online submissions.</p>
3	Assessing Impact and Analysis		
a	Are there clear links between the sources of evidence	Yes	The service collected equalities data of the online

	(information, data etc) and the interpretation of impact amongst the nine protected characteristics?		consultation respondents. The responses from Landlords/ Managing Agents/ Agents and Tenants/Residents are analysed in the report.
b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	Yes	The impact of a housing licensing scheme will be monitored.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	The report identifies steps following the approval of a designation (see 'Date of designation' in the report).
b	Have alternative options been explored	Yes	See 'Options' in the report.
5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	Once the scheme is implemented, it will be monitored and reviewed.
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	The implementation of a housing licensing scheme will be monitored. ASB incidents will continue to be monitored.
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	