

## APPENDIX 4: EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

<b>Name of 'proposal' and how has it been implemented</b> (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	<b>Introduction of Selective Licensing of the Private Rented Sector Housing</b>
<b>Directorate / Service</b>	<b>CLC, Consumer and Business Regulation</b>
<b>Lead Officer</b>	<b>David Tolley, Head of Consumer and Business Regulation</b>
<b>Signed Off By (inc date)</b>	<b>Andy Bamber, Service Head, Safer Communities</b>
<b>Summary – to be completed at the end of completing the QA (using Appendix A)</b> (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: green; margin-right: 5px;"></div> <p><b>Proceed with implementation</b></p> </div> <p>As a result of performing the QA checklist, this proposal 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>If this proposal is agreed and a consultation is undertaken, further equalities analysis will be submitted.</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)
<b>1</b>	<b>Overview of Proposal</b>		
a	Are the outcomes of the proposals clear?	Yes	This report asks Cabinet to:

- Consider and comment on whether the Council should consult on the adoption of the powers for selective licensing
- Consider and comment on the proposed designated areas for consultation, i.e. Whitechapel, Spitalfields and Banglatown, Weavers, Millwall, Blackwall and Cubitt Town, Bow East and Bow West.
- Comment on the proposal to employ a Housing Consultancy to assist with the preparation of consultation documents.

This report asks Cabinet to consider whether consultation should take place in designated wards of the Borough. However, the Council is not committed to adopting a licensing scheme after undertaking a consultation. After consultation, this matter will be brought back to Cabinet for comment on the adoption of a licensing scheme.

The Housing Act 2004 gives the Council the power to introduce Housing Licensing Schemes for private rented properties in the whole Borough or in designated areas in order to improve standards of management in the Private Rented Sector (PRS) and reduce Anti-Social Behaviour (ASB). Under 'Selective Licensing' stipulated by the Act, the Council can designate an area or the whole Borough for a selective licensing scheme, providing it can demonstrate that the area is experiencing a significant and persistent ASB that is attributable to privately rented properties occupiers and that the private sector landlords are failing to take action.

A licensing scheme will enable the Council to impose a legal requirement, in a designated area, on all landlords to register, apply for a licence for each property they rent out, and comply with specific licence conditions.

			<p>Prior to designating an area, the Council must consult with interested groups such as landlords, tenants, letting agents, landlord associations and other interested parties.</p> <p>The Council's Fairness Commission, established in November 2012, recommended that CLC gather the necessary evidence, explore data and consider options for taking forward a landlord licensing scheme, including consulting stakeholders, piloting a PRS housing licensing scheme in an area and identifying any unintended consequences.</p> <p>Due to the level of information that needs to be gathered, the service suggest employing a housing consultancy, as other authorities did. A consultancy would undertake the preparatory work to introduce a licensing scheme.</p>
b	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?	Yes	<p>If this proposal is agreed by Cabinet, all stakeholders, including landlords, tenants, letting agents, landlord associations and other interested parties, of the proposed designated areas will be invited to consultation. Also, a Housing Consultancy will be hired to assist with the preparation of consultation documents. The consultation may help collect further information on the landlords and tenants equalities data.</p> <p>The benefits of a Selective Licensing Scheme to the Council, landlords, communities and tenants are identified in Appendix 1.</p>
<b>2</b>	<b>Monitoring / Collecting Evidence / Data and Consultation</b>		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	<p>The estimated number of properties affected in the indicated pilot areas are identified in Appendix Two - Whitechapel: 2,578 (44% - the ratio of PRS in the area); Spitalfields and Banglatown: 1,604 (41%); Weavers: 1,741 (31%); Millwall: 5,370 (50%); Blackwall and Cubitt Town: 3,697 (43%); Bow</p>

			<p>East: 2,062 (31%); Bow West: 1,399 (28%).</p> <p>While the Council does not hold a register of PRS properties, the Private Sector Stock Condition Survey (2011) estimated that 41,870 properties (39% of the total) in the Borough were from the PRS.</p> <p>a housing consultancy may help collect further information on the landlords and tenants equalities data.</p>
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	<p>In addition to the Private Sector Stock Condition Survey (2011), the 2011 Census provides data on the tenure within each ward. The Council's ASB data show the data on the ASB complaints from residential property v street environment (Appendix two). Appendix Two also shows the estimated number of properties in the indicated pilot areas.</p>
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	<p>Available data around the PRS housing, ASB, noise and fly-tipping have been considered (Appendix two).</p> <p>If this proposal is agreed, all stakeholders will be invited to a consultation. Once resources are identified, a comprehensive research exercise,, to investigate the links between ASB and the PRS will be conducted by an external consultant.</p>
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	<p>If this proposal is agreed, all stakeholders will be invited to consultation.</p>
<b>3</b>	<b>Assessing Impact and Analysis</b>		
a	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?	Yes	<p>A consultation and a comprehensive research exercise may show a link between PRS and ASB.</p>
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	<p>A consultation and a comprehensive research exercise will inform this.</p>
<b>4</b>	<b>Mitigation and Improvement Action Plan</b>		

a	Is there an agreed action plan?	n/a	If this proposal is agreed, a plan will be developed.
b	Have alternative options been explored	Yes	'Do nothing' option was considered.
<b>5</b>	<b>Quality Assurance and Monitoring</b>		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	The result of a consultation process will be brought back to Cabinet .
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	A consultation and a comprehensive research exercise will consider the protected characteristics.
<b>6</b>	<b>Reporting Outcomes and Action Plan</b>		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	