

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)	Proposal on the future of the current Selective Licensing of the Private Rented Sector due to come to an end in October 2021.
Directorate / Service	Place, Environmental Health and Trading Standards
Lead Officer	David Tolley, Head of Environmental Health and Trading Standards
Signed Off By (inc date)	Dan Jones, Divisional Director Public Realm – 22/2/2021
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 data-bbox="1115 719 1196 799" style="background-color: green; width: 30px; height: 30px; display: inline-block; margin-right: 10px;"></div> Proceed with implementation 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. The proposal set out in the report has been developed after an extensive consultation with the cross section of relevant stakeholders. The outputs of the consultation and the Council's response have been detailed in Appendix 3, 4, 5 of the report respectively. The Mayor and Lead Members are asked to consider the report and its recommendations. The renewal of the selective licensing scheme will have a positive impact on living conditions of residents in the private rented sector by ensuring the landlords, estate agents, developers, etc. meets their legal obligations in providing safe and decent homes for which they charge


	<p>rent.</p> <p>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.</p> <p>The purpose of renewing this licensing scheme is to reduce anti-social behaviour more effectively protect private tenants, who may subject to unsatisfactory housing conditions and poor tenancy management.</p> <p>The bases of Licensing Scheme are to tackle ASB, improve Housing condition and the overall neighbourhood.</p> <p>Minor changes are proposed with regards to student blocks that are accredited wo ANUK.</p> <p>The Council carried out an extensive consultation with stakeholder and there is a general support for the renewal proposal. The report contains the summary of the consultation result and include the full details of the consultation as appendices described above.</p>
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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)
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1	Overview of Proposal		
a	Are the outcomes of the proposals clear?	Yes	
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	As described above
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	Yes	The report from Mayhew Harper Associates Ltd details this information
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	As above
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	As above
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	Yes, we have carried out a very successful and wide ranging consultation as detailed within the report. 2797 people visited the Council's dedicate consultation web page, 1595 downloaded information from the site, 379 individual completed the online Survey Questionnaires , 22 individual attended Council's virtual consultation sessions.
3	Assessing Impact and Analysis		
a	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?	Yes	This is detailed in Mayhew's report which included as Appendix1 to the Cabinet 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 learning and experience of delivering the current Scheme will help with delivery of the next Scheme to ensure better efficiency and consistency of the approach in dealing with any non-compliance.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	Yes	If this proposal is agreed, as set out in the report it will be delivered in through a phased approach,
b	Have alternative options been explored	Yes	This is detailed in the report.

5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	If agreed, we will complete the phased delivery matrix plan which will incorporate the review of the delivery mechanism, efficiency of the process and create an outcome based performance standards management. This will be presented to the stakeholders' forum we intend to set up to steer the delivery phase.
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	As above and quarterly performance reporting mechanism
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	Yes	

Equality Assessment Criteria

Decision	Action	Risk
As a result of performing the QA checklist, it is evident that due regard is not evidenced in the proposal and / or a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i> . It is recommended that the proposal be suspended until further work or analysis is performed – via a the Full Equality Analysis template	Suspend – Further Work Required	Red 

<p>As a result of performing the QA checklist, the policy, project or function 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>Proceed with implementation</p>	<p>Green:</p> 
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