

# Equality Impact Analysis Screening Tool

## Section 1: Introduction

<b>Name of proposal</b> For the purpose of this document, 'proposal' refers to a policy, function, strategy or project
Additional HMO Licensing Scheme designation
<b>Service area and Directorate responsible</b>
Environmental Health and Trading Standards - Place
<b>Name of completing officer</b>
Julie Liu – Team Leader Health and Housing
<b>Head of Service</b>
David Tolley – Head of Environmental Health and Trading Standards

**The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to the need to:**

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between those with 'protected characteristics' and those without them
- Foster good relations between those with 'protected characteristics' and those without them

This Equality Impact Analysis provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above. For more information about the Council's commitment to equality, please visit the Council's [website](#).

## Section 2: Summary of proposal being screened

Describe the proposal including the relevance of proposal to the general equality duties and protected characteristics under the Equality Act 2010

This report considers the outcome of the consultation process undertaken for 14 weeks from 12th December 2022 on the possible continuance and extension of an additional HMO licensing scheme for the private rented sector. Mayor in Cabinet is asked to:

Note the results of the consultation undertaken in relation to the proposed Additional Licensing Scheme as summarised in the report.

Designate all wards in the Borough as subject to Additional Licensing under section 56(1) of the Housing Act 2004 in relation to smaller multiple-occupied premises occupied by three or more persons in two or more households where some or all the facilities are shared. Such designation to take effect from 1<sup>st</sup> April 2024 and to last for five years, however, excluding the current area subject to a Selective Licensing Scheme.

Agree the free structure for the Additional Licensing Scheme as set out in in the report, with the fees being determined during the budget setting process for 24/25. The application fee will be apportioned for administrative and enforcement costs

Agree the Additional Licensing Scheme licence conditions, fit and proper person protocol and private rental property standards as detailed for adoption at the commencement of the new designation. The revised private rental property standards, revised conditions and fit and proper person protocol will also apply as necessary, to the mandatory Houses in Multiple Occupation, current Additional Licensing and Selective Licensing schemes from the 1<sup>st</sup> January 2024

Agree to delegate to the Corporate Director issue the required statutory notifications in relation to the commencement of the Additional Licensing Scheme designation.

To agree that no further exemptions to the scheme should be considered in addition to the statutory exemptions.

## Section 3: Equality Impact Analysis screening

<p>Is there a risk that the policy, proposal or activity being screened disproportionately adversely impacts (directly or indirectly) on any of the groups of people listed below?</p> <p>Please consider the impact on overall communities, residents, service users and Council employees.</p> <p>This should include people of different:</p>	Yes	No	Comments
<ul style="list-style-type: none"> <li>▪ <b>Sex</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ <b>Age</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions

			across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ <b>Race</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ <b>Religion or Philosophical belief</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ <b>Sexual Orientation</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ <b>Gender re-assignment status</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ People who have a <b>Disability</b> (physical, learning difficulties, mental health and medical conditions)</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ <b>Marriage and Civil Partnerships</b> status</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<ul style="list-style-type: none"> <li>▪ People who are <b>Pregnant</b> and on <b>Maternity</b></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.
<p>You should also consider:</p> <ul style="list-style-type: none"> <li>▪ <b>Parents and Carers</b></li> <li>▪ <b>Socio-economic</b> status</li> <li>▪ People with different <b>Gender Identities</b> e.g. Gender fluid, Non-binary etc.</li> <li>▪ Other</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This proposal will improve the management and housing conditions across the PRS. This group will benefit from the proposal.

If you have answered **Yes** to one or more of the groups of people listed above, **a full Equality Impact Analysis is required**. The only exception to this is if you can 'justify' the discrimination (Section 4).

## Section 4: Justifying discrimination

Are all risks of inequalities identified capable of being justified because there is a:	
(i) <i>Genuine Reason</i> for implementation	<input type="checkbox"/>
(ii) The activity represents a <i>Proportionate Means</i> of achieving a <i>Legitimate Council Aim</i>	<input type="checkbox"/>
(iii) There is a <i>Genuine Occupational Requirement</i> for the council to implement this activity	<input type="checkbox"/>

## Section 5: Conclusion

Before answering the next question, please note that there are generally only two reasons a full Equality Impact Analysis is not required. These are:

- The policy, activity or proposal is likely to have **no or minimal impact** on the groups listed in section three of this document.
- Any discrimination or disadvantage identified is **capable of being justified** for one or more of the reasons detailed in the previous section of this document.

### Conclusion details

Based on your screening does a full Equality Impact Analysis need to be performed?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have answered **YES** to this question, please complete a full Equality Impact Analysis for the proposal

If you have answered **NO** to this question, please detail your reasons in the 'Comments' box below

#### Comments

- The policy, activity or proposal is likely to have **no or minimal impact** on the groups listed in section three of this document.