

Equality Impact Assessment Form

When completing this form you will need to provide evidence that you have considered how the ‘protected characteristics’ may be impacted upon by this decision. In line with the General Equality Duty the Council must, in the exercise of its functions, have due regard for the need to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This form should be completed in conjunction with the guidance document available on the Intranet or by contacting the Corporate Support Team ext. 2607.

1. Persons responsible for this assessment:

Names: Claire Hughes	
Date of assessment: 7 th January 2014	Telephone: 01594 812515 Email: claire.hughes@fdean.gov.uk

2. Name of the policy, service, strategy, procedure or function:

Enforcement Policy
Is this a new or existing one? New /Existing (please delete as appropriate)

3. Briefly describe it aims and objectives

The policy sets out the Council’s enforcement tools and the considerations adopted when determining whether enforcement action should be taken and if so what that action should be.
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4. Are there any external considerations? (e.g. Legislation/government directives)

<ul style="list-style-type: none"> • Legislation (various as the policy covers all regulatory services of the Council) • Home Office Circular on simple cautions • Ministry of Justice guidance on simple cautions • Enforcement Concordat • Code for Crown Prosecutors
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5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	<input type="checkbox"/>	
Recent research findings including studies of deprivation	<input type="checkbox"/>	
Results of recent consultations and surveys	<input type="checkbox"/>	
Results of ethnic monitoring data and any equalities data	<input type="checkbox"/>	
Anecdotal information from groups and agencies within Gloucestershire	<input type="checkbox"/>	
Comparisons between similar functions / policies elsewhere	<input checked="" type="checkbox"/>	Comparisons made with other local authority enforcement policies
Analysis of audit reports and reviews	<input type="checkbox"/>	
Other:	<input checked="" type="checkbox"/>	National guidance

6. Please specify how intend to gather evidence to fill any gaps identified above:

N/A

7. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	<input type="checkbox"/>
LOW – Few members of the general public/staff will be affected by this proposal	<input checked="" type="checkbox"/>
MEDIUM – A large group of the general public/staff will be affected by this proposal	<input type="checkbox"/>
HIGH – The proposal will have an impact upon the whole community/all staff	<input type="checkbox"/>
Comments: e.g. Who will this specifically impact? Individuals who are subject to enforcement action	

8. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts
Age – Young People			X		
Age – Old People		X		Policy provides that enforcement action may not be appropriate in cases where the offender is an older person	
Disability		X		Policy provides that enforcement action may not be appropriate in cases where the offender has a disability	
Sex – Male			X		
Sex – Female			X		
Race including Gypsy and Travellers			X		
Religion or Belief			X		
Sexual Orientation			X		
Gender Reassignment			X		
Pregnancy and maternity			X		
Geographical impacts on one area			X		
Other Groups		X		Policy provides that enforcement action may not be appropriate in cases where the offender lacks mental capacity	

9. Action plan (add additional lines if necessary)

Action(s)	Lead Officer	Resource	Timescale

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Declaration

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed By:	Claire Hughes	Role:	Legal Team Manager	Date:	07/01/2014
Line Managers signature:	Sue Pangbourne			Date:	07/01/2014
Reviewed by Corporate Equality Officer Group:				Date:	

Please forward an electronic copy to the Corporate Support Team – corporatesupport@fdean.gov.uk.