

Predictive: assessing and analysing proposed changes to services, policies and budgets

Enfield Council

Predictive Equality Impact Assessment (EQIA) - Equality Analysis

**INTRODUCTION OF
ADDITIONAL AND
SELECTIVE
LICENSING SCHEMES
MARCH 2014**

13. Predictive equality impact assessment/equality analysis template

Please complete this cover sheet

Proposed change to service/policy/budget	Introduction of Additional and Selective Licensing Schemes
Officer completing the assessment	Sally Mcternan
Extension Number	4465
Service	Community Housing
Department	Health, Housing and Adult Social Care (HHASC)
Date impact assessment completed	March 2014

Section 1 – About the service, policy or budget, and proposed change

Q1. Please provide a brief description of the service/ policy/budget

Local authorities already have to license houses of multiple occupation (HMOs) that are over three storeys as part of the mandatory licensing scheme.

Section 56 of the 2004 Housing Act gives powers to Local Housing Authorities (LHAs) to designate areas, or the whole of the area, within their district, as subject to additional licensing in respect of some or all of the HMOs in its area that are not already subject to mandatory licensing.

Those private rented sector (PRS) properties which are not covered by the HMO licensing described above can then also be licensed through a selective scheme.

Q2. Please provide a brief description of the proposed change(s) to the service/ policy/budget

The Housing Team is proposing to implement both schemes across the borough as a whole. This policy will result in all private rented properties within the borough requiring a licence. It will be unlawful to rent a property within the borough without one.

The licence will require that there are minimum property standards maintained with the relevant evidence, such as gas safety certificates, supplied. There will also be a number of requirements around policies in place to ensure that tenancy agreements are in place with clauses relating to prevention of anti-social behaviour.

There will also be other requirements for the landlord:

- meet the 'fit & proper person' test
- Take action to support the selection of tenants
- Be clear and address the number of people living in the property
- Address the issues of anti-social behaviour associated with their rental property
- Use a statutory tenancy deposit scheme
- Provide 24 hour contact details to the Council
- Put in place formal arrangements for the disposal of rubbish and bulky waste

Q3. Does equalities monitoring of your service show that the beneficiaries in terms of the recipients of the service, policy or budget, and the proposed change, include people from the following groups?

R	<p>Yes, it includes all groups however; ethnicity monitoring does not currently take place for this new scheme. However, once it is in place we will introduce full equalities monitoring, using the council's corporate classifications.</p> <p>The council does not hold information on the demographics of private landlords.</p>
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	<p>However, with the introduction of the scheme, applicants will be required to register their details and separately record their demographic information.</p> <p>This information will be used to monitor the service and ensure that no adverse or detrimental impact occurs.</p>
D	As above
G	As above
A	As above
F	As above
S	As above
T	As above
M	As above
P	As above
Q4. If you answered 'no' to any of the groups listed in Q3, please state why?	
When the licensing scheme is introduced there will be monitoring of all private landlords.	
Q5. How will the proposed change eliminate discrimination, promote equality of opportunity, or promote good relations between groups in the community?	

The licensing scheme of private landlords will help to raise standards in the private rented sector, directly befitting both landlords and their tenants. Standards of accommodation and behaviour will be improved through a set of standards regarding health and safety, environmental health, waste disposal and ASB control conditions, such as neighbour nuisance and noise control. This will facilitate harmonious relations within the community.

The implementation of Additional and Selective licencing policies will also increase community cohesion across the borough as more settled and secure tenancies in better quality accommodation should reduce tenant turnover resulting in increased tenant connection and investment in the local area.

The implementation will help those that are most disadvantaged through ensuring that proper tenancy arrangements are in place it will ensure reductions in discrimination. The elimination of overcrowding within the PRS will help disadvantaged groups through improving their health outcomes. Overcrowding is also an issue in Enfield. Using the overcrowding measure of where there are more than 1.5 persons per bedroom, the 2011 Census found that 29% of all private renting households were experiencing overcrowding. The data indicates that only 8.5% of these were classified as 'multi person households,' for which additional licensing is already available.

The Shelter report 'Chance of a lifetime' notes that children in overcrowded housing are more likely to develop respiratory problems, more likely to have slow growth and delayed cognitive development and are 10 times more likely to contract meningitis. There is also a direct link between childhood tuberculosis and overcrowding.¹ This is a significant problem as families with children account for around a third of the increase in PRS households over the last decade.

Section 2 – Consultation and communication

Q6. Please list any recent consultation activity with disadvantaged groups carried out in relation to this proposal

R	<p>All consultation material has been available on the Council website, regularly being promoted on the front page. As the Council website is available in 79 languages, this ensures the different ethnic groups can access the relevant information. The website is also available in large font, contrast and audio as necessary to users' needs.</p> <p>There was an open invitation to the public meetings during the pre-consultation, engagement stage that the Council undertook.</p> <p>The consultation document was also available, on request, in a range of languages.</p> <p>As part of the consultation process, the Council procured a borough wide, representative household survey of 502 residents.</p> <p>The survey took into account the following demographic information; postcode,</p>
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¹ Shelter (September 2006) Chance of a lifetime

	<p>age, gender, work status, ethnicity, tenure (owner occupier, social rented (Council, rented from private landlord), landlord, property management.</p> <p>In the household survey, the profile information was used to weight the data to correct for any groups that are over or under represented; therefore the results are applicable to all residents in the borough. Any differences in opinion by sub group differences were noted. Namely those from the younger age group who may be worried about the impact on rents from the introduction of licensing. However, the council proposes to keep the licence fee to a minimum and will not generate any profit from the scheme.</p>
D	See above
G	See above
A	See above
F	See above
S	See above
T	See above
M	See above
P	See above
Q7. Please state how you have publicised the results of these consultation exercises, and what action you have taken in response	
R	<p>The results have been made available on the web and will be reported through various publicity associated with the future introduction of the scheme. The consultation and engagement activities did not reveal any major differences in opinion; however, we are aware of the need to provide information regarding the introduction of the scheme in various formats including the main ethnic minority languages. The service will be monitored from the start and any requests for accessible information will be provided.</p> <p>There will be a full and comprehensive media campaign attached to the introduction of the scheme, in order that applicants can benefit from 'early bird fee'</p>
D	See above
G	See above
A	See above
F	See above
S	See above
T	See above
M	See above

P	See above
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Section 3 – Assessment of impact

Q8. Please describe any other relevant research undertaken to determine any possible impact of the proposed change

The scheme is designed to improve the local environment, housing conditions and tenant behaviour through the licensing/tenancy conditions. It is anticipated that the scheme will also benefit landlords through an advice and information service aimed at improving lets. It will also benefit landlords through reputational improvements to their profession within the borough and reductions in ASB will help to increase their property investment.

Q9. Please list any other evidence you have that the proposed change may have an adverse impact on different disadvantaged groups in the community

R	On the contrary, no adverse impact anticipated with this scheme. However, monitoring will take place to ensure that this is the case. If adverse impact is found, remedial action will be devised and implemented.
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D	See above
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G	See above
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A	See above
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F	See above
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S	See above
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T	See above
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M	See above
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P	See above
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Q10. Could the proposal discriminate, directly or indirectly, and if so, is it justifiable under legislation? Please refer to the guidance notes under the heading, 7. Useful Definitions

The scheme will apply to all private sector landlords irrespective of their background or demographics.

Q11. Could the proposal have an adverse impact on relations between different groups? If so, please describe

The scheme is designed to improve standards and relationships and will therefore promote community cohesion and relations between people from different backgrounds.

Q12. How could this proposal affect access to your service by different groups in the community?

R	The increase in education around suitable behaviour of both landlords and tenants' rights, through the promotion and marketing scheme that will accompany the scheme's implementation, will result in increased contact with the council by tenants and disadvantaged groups, if housed in poor quality accommodation.
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	Standards are expected to rise and thereby provide an improved service and quality of life for tenants. Landlords will benefit from increased support from statutory agencies.
D	See above
G	See above
A	See above
F	See above
S	See above
T	See above
M	See above
P	See above
Q13. How could this proposal affect access <u>to information</u> about your service by different groups in the community?	
R	<p>This proposal will increase the levels of different groups within the community accessing the information on housing services. The promotion of the licensing schemes will result in increased enquiries and requests for information on housing issues within the borough.</p> <p>There will be a relevant FAQ sheet and media campaign that will accompany the implementation of the scheme, ensuring that there is awareness and information on licencing available.</p>
D	See above
G	See above
A	See above
F	See above
S	See above
T	See above
M	See above
P	See above

Section 4 – Tackling socio-economic inequality

Q14. Will the proposal in any way specifically impact on communities disadvantaged through the following socio-economic factors? Please explain below. If it does not, please state how you intend to remedy this (if applicable to your service), and include it in the action plan
Communities living in deprived wards/areas

Council research shows that there are high concentrations of PRS properties within the most deprived wards in the borough. Thus its implementation will have a greater positive impact in

these areas.

People not in employment, education or training

N/A – Private tenants will still be able to access statutory help available through the welfare benefits system.

People with low academic qualifications

As above.

People living in social housing

Not applicable as the scheme relates to private rented sector housing.

Lone parents

Families with children account for a third of the increase in PRS households in the past decade. This equates to 13,486 households within Enfield. Many of these families will be lone parent households. The implementation of the licencing schemes will have positive impacts for these groups by raising their living accommodation standards and tenancy conditions.

People on low incomes

People on low incomes are more likely to reside in the PRS, rather than being owner occupiers due to the prohibitive cost of owner occupation. Thus the implementation of licencing should have positive impacts for this group.

People in poor health

N/A – However there are some anticipated indirect improvements to health through improved accommodation conditions such as a reduction in overcrowding and minimum standards of health and safety through statutory tests for gas and electric. These changes will have positive impacts on people’s health outcomes.

Any other socio-economic factor

N/A

Section 5 – Impact on staff

Q15. How have you consulted, or otherwise engaged with, all relevant staff about this proposal (including any staff on sickness or maternity leave)?

Not applicable. As new service, recruitment will be based on current HR standards and council terms and conditions of employment, which cover sickness and maternity leave arrangements.

Q.16 If your proposal involves a staff restructuring, how have you discussed this with relevant trade unions?

The service structure will be developed in accordance with standard practices for new service provision and include equal opportunities policies. The relevant TUs will be consulted as part of the process.

Q17. Does job matching of existing staff against the new proposed staff structure, following any assimilation process, indicate that any particular

groups of staff are adversely affected more than others?	
R	There will be a transparent process of recruitment and selection based on the councils existing EO policies.
D	See above
G	See above
A	See above
F	See above
S	See above
T	See above
M	See above
P	See above
Q.18 Are there any proposed changes to working hours, work locations or duties likely to have a negative impact on particular groups of staff?	
R	N/A. As a new service. If any irregular working hours are required these will be agreed with the relevant TU as part of the structuring process.
D	See above
G	See above
A	See above
F	See above
S	See above
T	See above
M	See above
P	See above

Section 6 - Miscellaneous

Q19. Is your proposal likely to have an impact on services provided by another Council department or service? If so, have you discussed the possible impact with them?
The scheme has been discussed with planning, environmental health and housing as the scheme will likely result in an increase in enquiries to all of these departments. The council will base the new service in the best location possible in accordance with LEANER principles.
Q20. Do you plan to publicise the results of this assessment? Please describe how you plan to do this
This assessment analysis will be published on the Council's website.
Q21. How and when will you monitor and review the effects of this proposal?

Monitoring and review of the schemes' effects will be in-built into the scheme design.

14. Action plan template for proposed changes to service, policy or budget

Proposed change to, or new, service, policy or budget... **Introduction of Additional and Selective Licensing Schemes**

Team:... **Community Housing**

Department:... **Health, Housing and Adult Social Care (HHASC)**

Service manager:... **Sally Mcternan Assistant Director of Housing**

Issue	Action required	Lead officer	Timescale	Costs	Comments
DETAILED ANALYSIS OF SURVEY RESULTS TO ASSESS IMPACT	In the household survey, the profile information was used to weight the data to correct for any groups that are over or under represented. Sub group differences will also be reported. The survey will ensure that all groups within the borough are suitably represented in the findings through the weighting of the results.	Ilhan Basharan	By April 2014	Within existing resources	Annual review of EIA and three yearly thereafter
INFORMATION ABOUT THE SCHEME	Produce FAQ sheet and media campaign that will accompany the implementation of the scheme	Sally Mcternan	Before implementation	Within existing resources	

PUBLISH ASSESSMENT	Publish on Council's website	Joanne Stacey	April 2014	N/A	EQIA will be quality assured by Performance and Information Team
MONITORING AND REVIEW	Build into the monitoring plan for the scheme.	Sally Mcternan	March 2015	Within existing resources	The scheme implementation will be reviewed on a regular basis to ensure the service remains fit for purpose.
Approval of new structure and service	CMB/Member approval	Sally Mcternan	April 2014	Based on financial modelling for new service	

Please insert additional rows if needed

APPROVAL BY THE RELEVANT ASSISTANT DIRECTOR - NAME...Sally Mcternan.....SIGNATURE.....