

Equality Impact Assessment Record

Date of EIA	26 January 2010	EIA Guidance Page Ref.
Directorate	Environment Culture and Communities	
Part One - Initial Screening Record		
1. Activity to be assessed	Fees and charges for Licensing	
2. What is the activity?	<input checked="" type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input type="checkbox"/> Service <input type="checkbox"/> Organisational change	
3. Is it a new or existing activity?	New <input checked="" type="checkbox"/> Existing	
4. Who are the members of the EIA team?	Robert Sexton	
5. Initial screening assessment. If the answer to either of these questions is 'yes' then it is necessary to go ahead with a full Equality Impact Assessment.	<p>1. Does the activity have the potential to cause adverse impact or discriminate against different groups in the Councils workforce or the community?</p> <p style="background-color: #e0e0e0;">No. A change in the existing fees would not impact upon specific groups and any effects would be consistent across the community.</p> <p>2. Does the activity make a positive contribution to equalities?</p> <p style="background-color: #e0e0e0;">No. The policy in its present form is neutral.</p>	
6. Did Part 1: Initial Screening indicate that a full EIA was necessary?	<input type="checkbox"/> Yes – full EIA completed and recorded below. <input checked="" type="checkbox"/> No – full EIA not completed record ends here	