Equality Impact Assessment Record

EIA Guidance

Please ensure that you have read the Council's EIA Guidance booklet, available on Boris, before starting work on your EIA, it should be read in conjunction with this form. If anything is unclear please contact your departmental equality representative listed below. This form is designed to summarise the findings of your EIA. Please also keep a record of your other discussions in producing the impact assessment.

Drafting your EIA

The boxes in this form are designed to expand please ensure that you add data, consultation results and other information to back up any assertions that you make. A draft of this record form must be sent to the Councils Equality Officer Abby Thomas and your departmental equality representative(s) (listed below) who will send you comments on it before it is finalised and signed off by your Chief Officer. This step is important to check the quality and consistency of EIAs across the Council.

Departmental Equality Representatives

ECC Jane Eaton SCL Graham Symonds and Ilona Cowe

CS Abby Thomas CXO Stephanie Boodhna

Publishing

The Council is legally required to publish this EIA record form on the Councils website. Please send a copy of the final version of the EIA record form to the Councils Equality Officer Abby Thomas to publish.

| Date of EIA | 14 Ma | arch 2011 | EIA Guidance |
|--|-------|--|------------------------|
| Directorate | Envir | onment, Culture & Communities | Page Ref. |
| 1. Activity to be assessed | | Sex Establishment Licensing Policy | |
| 2. What is the acti | vity? | ☑ Policy/strategy ☐ Function/procedure ☐ Project ☐ Review ☐ Service ☐ Organisational change | |
| 3. Is it a new or existing activity? | | New ☐ Existing | |
| 4. Who are the members of the EIA team? | | Laura Driscoll, Licensing Team Leader | |
| 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. | | Does the activity have the potential to cause adverse impact or discriminate against different groups in the Councils workforce or the community? No. The Policy will be put in place to assist with decision making in respect of any applications for licences for sexual entertainment venues, sex shops or sex cinemas. The policy will ensure that any panel hearing an application will take all relevant factors into consideration and determine each application on its merits. No responses were received to a public consultation on the policy from 13 December 2010 to 11 March 2011. Does the activity make a positive contribution to equalities? | See Pages 9 - 10 |
| | | No evident impact on contribution to equalities | |
| 6. Did Part 1: Initial Screening indicate that a full EIA was necessary? | | Yes – full EIA completed and recorded below. No – full EIA not completed record ends here, please ensure this record is signed by the Chief Officer in box 19 overleaf and then email to abby.thomas@bracknell-forest.gov.uk | |

| Part Two - Full EIA Record | | | | |
|---|---|---|--|--|
| 7. Why is a full EIA being completed on the activity? Double click on boxes to check all that apply. | The activity has the potential to hav against different groups in the common The activity makes a positive contri | See Pages 9 - 10 | | |
| 8. Who is the activity designed to benefit/target? | The purpose of the activity is to: The activity is designed for: Over | See Page 11 | | |
| 9. Summarise the information gathered for this EIA including research and consultation to establish what impact the activity has on different equality groups. | Overwrite with the data, information that was gathered as part of the El/activity has on different equality growther relevant include data such a satisfaction levels with the service/fresponses and any issues raised by consultations. | See Pages 12-13 | | |
| 10. A) With regard to the equalities themes, which groups does the activity impact upon? B) Might any of these groups be adversely impacted? If you have not got sufficient information to make a judgement, go to box 17 and list the actions that you will take to collect further information. | A) Groups Impacted Race and ethnicity Disability Gender Sexual Orientation Religion or belief Other - please specify Other - please specify Other - please specify Other - please specify | B) Groups impacted adversely Race and ethnicity Disability Gender Age Sexual Orientation Religion or belief Other - please specify | See Pages 14 -15 Double click on the boxes to check all that apply. | |
| 11. What evidence is there to suggest an impact/adverse | A) Evidence of Impact. Overwrite v research that was used in the EIA. a positive impact on equalities. | | | |

| impact? | B) Evidence of adverse impact. Overwrite with the data, information or research that was used in the EIA | |
|--|--|---------------------|
| 12. On what grounds can impact or adverse | | See Pages |
| impact be justified? | | 14 -15 |
| 13. Have any examples of good practice been identified as part of the EIA? | | |
| 14. What actions are you currently | | See Pages 14 -15 |
| undertaking to address issues for any of the | | 14 - 15 |
| groups impacted/adversely | | |
| impacted? | | |
| 15. What actions will you take to reduce or | List the actions that you have planned as a result of the EIA. | See page |
| remove any differential/adverse | | 16 |
| impact? | The action plan should include references to any additional monitoring or research that was identified in the information-gathering part of the | |
| Please also list any other actions you will | process. It should also include references to any information that is still required or was not retrievable at the point of assessment. | |
| take to maximise positive impacts. | | |
| 16. Into which action plan/s will these | | |
| actions be incorporated? | | |
| 17. Who is responsible for the action plan? | | |
| 18. Chief Officers signature. | Name Steve Loudoun | |
| | Signature | |
| 19. Which PMR will this EIA be reported in? | All completed EIA's must be reported in your departments PMR. Note here the service department and relevant quarter/date of PMR i.e. the quarter in which the EIA will be published. | |