

Equality Impact Assessment (EIA)

Document control

Title of activity:	Statement of Licensing Policy
Type of activity:	Policy
Lead officer:	Trudi Penman
Approved by:	Patrick Keyes
Date completed:	27/10/15
Scheduled date for	2020

review:	
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Did you seek advice from the Corporate Policy & Diversity team?	Yes
Does the EIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

1. Equality Impact Assessment Checklist

The Equality Impact Assessment (EIA) is a tool to ensure that your activity meets the needs of individuals and groups that use your service. It also helps the Council to meet its legal obligation under the [Equality Act 2010 and the Public Sector Equality Duty](#).

Please complete the following checklist to determine whether or not you will need to complete an EIA. Please ensure you keep this section for your audit trail. If you have any questions, please contact the Corporate Policy and Diversity Team at diversity@havering.gov.uk

About your activity

1	Title of activity	Statement of Licensing Policy
2	Type of activity	Policy
3	Scope of activity	The aim of the Statement of Licensing Policy is to comply with the requirements of the Licensing Act 2003. It sets out how Havering as the Licensing Authority will approach licensing premises under the Licensing Act 2003. The updated policy identifies what the expectations from the Licensing Authority are of applicants and provides appendices of useful information. The policy covers the licensable activities as specified by the Act which are: Sale by retail of alcohol, the supply of alcohol by or on behalf of a club to, or to the order of, a member of the club, regulated entertainment, late night refreshment. Applicants for a licence under the Licensing Act have to follow a legal process.

4a	Is the activity new or changing?	<i>No</i>
4b	Is the activity likely to have an impact on individuals or groups?	<p><i>No groups or individuals most likely to be affected</i></p> <p>Residents of Havering, People who work in Havering Businesses in Havering Councillors. Responsible authorities as defined under the Licensing Act 2003.</p>
5	If you answered yes:	<i>Please complete the EIA on the next page.</i>
6	If you answered no:	<p>None of these groups are specifically affected. However the Licensing Act requires that a public consultation exercise is carried out. This was from 7th June 2015 to 31st August 2015. The consultation was primarily on line using a Survey monkey questionnaire to collect responses however respondents had the option to email licensing. Information about the consultation was sent out via the Licensing matters email, the business briefing e mail, the Romford Recorder, to Safe and Sound members, to responsible authorities, to Havering Councillors, to GP's surgeries within the Borough, other Council departments such as community safety and regeneration.</p>

Completed by:	Trudi Penman, Licensing and Health and Safety Divisional Manager, Public Protection, Communities and Resources.
Date:	28/10/15