

Equality Impact Assessment

Introduction

An Equality Impact Assessment (EqIA) is a method for assessing the effects or impacts of a council policy or function on removing barriers to equality.

The Equality Act 2010 includes a public sector equality duty which requires public authorities to try and eliminate discrimination; advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it and promote equality and good relations across a range of protected characteristics.

The protected characteristics are:

Age	Disability	Gender Reassignment
Marriage and civil partnership	Pregnancy and maternity	Race
Religion or belief (including lack of belief)	Sex	Sexual orientation

An EqIA should be completed with the full range of protected characteristics considered during the initial stages of developing new strategies, policies, functions or services, prior to starting a procurement exercise and before decisions are made.

Examples of when an EqIA should be completed are:

Any proposals to introduce or add to a service	Any proposals to adopt policy priorities, strategies and plans
Any proposals to remove, reduce or alter a service	Changes to staffing structure where groups of employees are likely to be negatively affected
Any new policies or changes to policies	Any proposals in relation to procured or commissioned services

Stage 1 - Equality Screening

Whenever a policy/service or function is reviewed, changed, developed or removed an initial equality impact assessment stage 1 will need to be undertaken. This is a screening template and will help establish whether a full assessment is needed. This should be done at an early stage of the process so that it is part of policy development.

Stage 2 – Equality Impact Assessment

This is the full EqIA and seeks to identify the equality considerations that have been taken into account including any mitigating actions proposed and ensures decisions are based on evidence. The EqIA will need to be agreed with the appropriate Head of Service or Director and should be included on the decision making report, along with commentary on the assessment in the main body of the report.

STAGE 1 – Equality Screening

1. Identify the policy, project, function or service change

a. Person responsible for this EqIA

Officer responsible: Michelle Bignell

Service Area: Public Protection

Title: Licensing and Public Protection Manager

Date of assessment: October 2025

Signature:

b. Is this a policy, function, strategy, service change or project?

Policy

If other, please specify:

c. Name of the policy, function, strategy, service change or project

Is this new or existing?

Already exists and is
being reviewed

Please specify reason for change or development of policy, function, strategy, service change or project

Policy review

d. What are the aims, objectives and intended outcomes and who is likely to benefit from it?

Aims:

To review the Statement of Licensing Policy in accordance with statutory requirements

Objectives:

Outcomes:

Benefits:

e. What are the expected impacts?

Are there any aspects, including how it is delivered or accessed, that could have an impact on the lives of people, including employees and customers.	Yes
Do you expect the impacts to be positive or negative?	Positive
Please provide an explanation for your answer:	
The Licensing Act 2003 Policy sets out how the Council will discharge its functions with a view to promoting the licensing objectives of preventing crime & disorder, preventing public nuisance, public safety and protecting children from harm. The Policy applies to all applicants and licence holders equally, regardless of any characteristics under the Equality Act 2010. Similarly, any decisions made, such as whether to grant or refuse a licence are made according to the objectives and criteria in the Policy and are taken irrespective of an applicant or licence holders characteristics. The Policy revision for 2025 also suggests improvements which will benefit those groups with protected characteristics and proposes measures such as expectations on applicants/licence holders to provide stronger protections for vulnerable persons and women/girls.	

If your answer to question e identified potential positive or negative impacts, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

f. Identify next steps as appropriate	
Stage Two required	Yes
Owner of Stage Two assessment	Michelle Bignell
Completion date for Stage Two assessment	30 October 2025

STAGE 2 – Full Equality Impact Assessment

2. Engagement and consultation

The best approach to find out if a policy etc, is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those equality groups.

a. Research and evidence

List below any data, consultations (previous, relevant, or future planned), or any relevant research, studies or analysis that you have considered to assess the policy, function, strategy, service change or project for its relevance to equality.

Full consultation carried as laid out in section 7 of the report.

Evening and Nighttime Economy (ENTE) working group has been formed to deliver the revised strategy for the Borough for the 2026 purple flag accreditation. Various stakeholders sit on the group including a VAWG representative, accessibility forums and LBTQ+ representative. An aspiration of this group is that a Charter is devised that businesses can sign up to demonstrating their commitment to a safe premises.

b. Consultation

Has any consultation be conducted?

Yes

As set out in 6.1 of report.

3. Assessment

a. Assessment of impacts

For each characteristic, please indicate the type of impact (positive – contributes to promoting equality or improving relations within an equality group, neutral – no impact, negative – could disadvantage them).

Please use the description of impact box to explain how you justify the impact and include any data and evidence that you have collected from surveys, performance data or complaints to support your proposed changes

Protected Characteristic	Specific Characteristic	Impact	Description of impact	Mitigating Action
AGE	Older people (60+)	Neutral		
	Younger People (16-25)	Positive	Promoting an awareness of VAWG and safeguarding/exploitation signs in all licensed premises.	Developing a Charter for all ENTE premises to sign up to. Partnership working with the Gloucestershire Safeguarding Children's Partnership (GSCP).
	Children (0-16)	Positive	Promoting an awareness of VAWG and safeguarding/exploitation signs in all licensed premises.	Developing a Charter for all ENTE premises to sign up to. Partnership working with the Gloucestershire Safeguarding Children's Partnership (GSCP).
DISABILITY A definition of disability under the Equality Act 2010 is available here . <i>See also carer responsibilities under other considerations.</i>	Physical disability	Neutral		
	Sensory Impairment (sight, hearing)	Neutral		
	Mental health	Neutral		
	Learning Disability	Neutral		
GENDER REASSIGNMENT		Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
MARRIAGE & CIVIL PARTNERSHIP	Women	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Men	Positive	Promoting inclusivity and ensuring a safe space in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Lesbians	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Gay Men	Positive	Promoting inclusivity and ensuring a safe space in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
PREGNANCY & MATERNITY	Women	Neutral		

RACE* Further information on the breakdown below each of these headings, is available here . For example Asian, includes Chinese, Pakistani and Indian etc	White	Neutral		
	Mixed or multiple ethnic groups	Neutral		
	Asian	Neutral		
	African	Neutral		
	Caribbean or Black	Neutral		
		Neutral		
RELIGION & BELIEF** A list of religions used in the census is available here	See note	Neutral		
SEX (GENDER)	Men	Positive		
	Women	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Trans Men	Positive	Promoting inclusivity and ensuring a safe space in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Trans Women	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
SEXUAL ORIENTATION	Heterosexual	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Lesbian	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Gay	Positive	Promoting inclusivity and ensuring a safe space in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
	Bisexual/Pansexual	Positive	Promoting inclusivity and an awareness of VAWG in all licensed premises.	Developing a Charter for all ENTE premises to sign up to.
Other considerations				
Socio-economic factors		Neutral		

(income, education, employment, community safety & social support)				
Rurality i.e. access to services; transport; education; employment; broadband		Neutral		
Other (e.g. caring responsibilities)		Neutral		

* To keep the form concise, race has not been included as an exhaustive list, please augment the list above where appropriate to reflect the complexity of other racial identities.

** There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions in the census is available [here](#)

4. Outcomes, Action and Public Reporting

a. Please list the actions identified through the evidence and the mitigating action to be taken.

Action	Target completion date	Lead Officer

b. Public reporting

All completed EqIA's are required to be publicly available on the Council's website once they have been signed off. EqIA's are also published with the papers for committee and full council decisions.

Please send completed EqIA's to [email address]

5. Monitoring outcomes, evaluation and review

The Equalities Impact Assessment is not an end in itself but the start of a continuous monitoring and review process. The relevant Service or Lead Officer responsible for the delivery of the policy, function or service change is also responsible for monitoring and reviewing the EqIA and any actions that may be taken to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from Corporate Policy and Governance will be available to provide support and guidance, please email xxxx if you have any questions.

6. Change log

Name	Date	Version	Change