

Dacorum BC Community Impact Assessment (CIA) Template

Policy / service / decision

- **Statement of Licensing Policy 2021-2026 [Licensing Act 2003: alcohol, entertainment and late night refreshment licences]**

Description of what is being impact assessed

What are the aims of the service, proposal, project? What outcomes do you want to achieve? What are the reasons for the proposal or change? Do you need to reference/consider any related projects?

Stakeholders; Who will be affected? Which protected characteristics is it most relevant to? Consider the public, service users, partners, staff, Members, etc

It is advisable to involve at least one colleague in the preparation of the assessment, dependent on likely level of impact

The policy is a legal requirement and provides guidance in relation to how the Council will go about its duties as the Licensing Authority for such matters.

Evidence

What data/information have you used to assess how this policy/service/decision might impact on protected groups?

(include relevant national/local data, research, monitoring information, service user feedback, complaints, audits, consultations, CIAs from other projects or other local authorities, etc.). You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.

The policy has to be consulted on and will go to various responsible authorities, as well as to any key stakeholders who can be identified, and being published on the Council's website for any responses from the public generally. The policy is strategic in nature and is largely guided by national legislation as to what it must contain.

Who have you consulted with to assess possible impact on protected groups? *If you have not consulted other people, please explain why? You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.*

Consultation is a legal requirement as part of the review of this policy. A large number of stakeholders will be directly consulted with, as well as the draft being made available on our website.

Analysis of impact on protected groups (and others)

The Public Sector Equality Duty requires Dacorum BC to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service/decision will achieve these aims. Using the table below, detail what considerations and potential impacts against each of these using the evidence that you have collated and your own understanding. Based on this information, make an assessment of the likely outcome, **before** you have implemented any mitigation.

- The PCs of Marriage and Civil Partnership and Pregnancy and Maternity should be added if their inclusion is relevant for impact assessment.
- Use “insert below” menu layout option to insert extra rows where relevant (e.g. extra rows for different impairments within Disability).

Summary of impact		Negative impact / outcome	Neutral impact / outcome	Positive impact / outcome
Protected group	What do you know? What do people tell you? Summary of data and feedback about service users and the wider community/ public. Who uses / will use the service? Who doesn't / can't and why? Feedback/complaints?			
Age	No concerns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability (physical, intellectual, mental) <i>Refer to CIA Guidance Notes and Mental Illness & Learning Disability Guide</i>	No concerns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Gender reassignment	No concerns			
Race and ethnicity	No concerns			
Religion or belief	No concerns			
Sex	No concerns			
Sexual orientation	No concerns			
Not protected characteristics but consider other factors, e.g. carers, veterans, homeless, low income, loneliness, rurality etc.	No concerns			

Negative impacts / outcomes action plan Where you have ascertained that there will potentially be negative impacts / outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.			
Action taken/to be taken <i>(copy & paste the negative impact / outcome then detail action)</i>	Date	Person responsible	Action complete
Consultation to take place	30/09/2020	Nathan March	<input type="checkbox"/>
Review of policy if any negative impacts/outcomes are identified through consultation	20/10/2020	Nathan March/Licensing Committee	<input type="checkbox"/>
	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>
	Select date		<input type="checkbox"/>

If negative impacts / outcomes remain, please provide an explanation below.

N/A

Completed by (all involved in CIA)

Nathan March, Licensing Team leader

Date

9th July 2020

Signed off by *(AD from different Directorate if being presented to CMT / Cabinet)*

Date

Entered onto CIA database - date

To be reviewed by (officer name)

Nathan March, Licensing Team Leader

Review date

September 2020 (following consultation)