

Dacorum BC Community Impact Assessment (CIA) Template

Policy / service / decision

PSH Civil Penalty Policy

Description of what is being impact assessed

What are the aims of the service, proposal, and 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

A robust Civil Penalty Policy to supplement an Enforcement Policy to aid officers to implement fair and propionate financial penalties in relation to housing act and other relevant legislative offences.

This dedicated policy replaces the matrix, notes and contents of the current enforcement policy in relation to civil penalties.

The policy has been developed with specific regard to statutory guidance.

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 processes that will be followed in the implementation of the policy are governed by legislation and statutory responsibility.

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.*

Council staff, elected members and senior management. Additionally the PSH Team is a member of the Herts, Beds and Bucks Housing Group and consults with other members on issues relating to the private sector.

This policy is in relation to statutory functions and therefore residents have not been consulted.

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	<i>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?</i>			
Age	All age groups from 18+ benefit from the team’s proactive approach towards regulating private sector housing in the borough. One aim of civil penalties is to deter landlords from offender and/or reoffending which will have a positive impact on tenants within the borough.	□	□	☒

<p>Disability (physical, intellectual, mental)</p> <p><i>Refer to CIA Guidance Notes and Mental Illness & Learning Disability Guide</i></p>	<p>The team’s approach towards regulating private sector housing in the borough ensures that disabilities are taken into account and advice given to private landlords/managing agents.</p> <p>The team provides appropriate advice to landlords whose tenants need disabled adaptations, but the landlord is under no obligation to proceed with grant applications or adaptation installations.</p>	□	□	☒
<p>Gender reassignment</p>	<p>Little information is available around the number of private sector tenants who are in the process of or have completed gender reassignment. The policy has no direct effect on this group as it deals with the building conditions. However, if such tenants were to suffer harassment or discrimination, the team could take action to deal with the impact or to signpost them or their landlord appropriately.</p>	□	□	☒
<p>Race and ethnicity</p>	<p>The policy has no direct effect on this group as it deals with the building conditions. However, if such tenants were to suffer harassment or discrimination, the team could take action to deal with the impact or to signpost them or their landlord appropriately.</p>	□	□	☒
<p>Religion or belief</p>	<p>The policy has no direct effect on this group as it deals with the building conditions. However, if such tenants were to suffer harassment or discrimination, the team could take action to deal with the impact or to signpost them or their landlord appropriately.</p>	□	□	☒
<p>Sex</p>	<p>The policy has no direct effect as it deals with the building conditions. However, if such tenants were to suffer harassment or discrimination, the team could take action to deal with the impact or to signpost them or their landlord appropriately.</p>	□	□	☒
<p>Sexual orientation</p>	<p>The policy has no direct effect on this group as it deals with the building conditions. However, if such tenants were to suffer harassment or</p>	□	□	☒

	discrimination, the team could take action to deal with the impact or to signpost them or their landlord appropriately.			
Not protected characteristics but consider other factors, e.g. carers, veterans, homeless, low income, loneliness, rurality etc.	The policy has considered its approach when landlords report and evidence any mitigating factors with a regard to the sentencing guidelines.	☐	☐	☒


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
			☐
			☐
			☐

			<input type="checkbox"/>
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If negative impacts / outcomes remain, please provide an explanation below.

Completed by (all involved in CIA)	Rebecca Clarke, PSH Team Leader
Date	23/01/2023
Signed off by <i>(AD from different Directorate if being presented to CMT / Cabinet)</i>	 Mark Brookes

Date	12/06/23
Entered onto CIA database - date	
To be reviewed by (officer name)	
Review date	