

Equality Impact Assessment Form**Appendix 4****[screentip-sectionA](#)****1. Document Control****Control Details:**

Title: If this is a budget EIA please ensure the title is the same as the title used within the budget booklet	Statement of Licensing Policy
Author:	Nick Burns
Director:	Colin Wilderspin
Department:	Communities, Environment & Resident Services
Service Area:	Licensing
Contact details:	Nick Burns nick.burns@nottinghamcity.gov.uk Tel: 07519604521
Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget) If yes, please include the reference number	N Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a statement of its Licensing Policy, reviewed 5 yearly. Such a policy must be published before the authority carries out any function in respect of individual applications and notices made under the terms of the Licensing Act 2003. The policy sets out the general approach to make licensing decisions whilst remaining consistent with provisions of the Licensing Act 2003 . The purpose of the request is to approve the Statement of Licensing Policy for the forthcoming period of 7 January 2024 to 6 January 2029.
Exempt from publication: Y/N (All EIA's are published on Nottingham Insight for public viewing unless specified. Exemption criteria is available on the EIA section on the Intranet)	N

2. Document Amendment Record:

Version	Author	Date	Approved
V.2	Nick Burns	12 October 2023	

3. Contributors/Reviewers (Anyone who has contributed to this document will need to be named):

Name	Position	Date
Nasreen Miah	Equality and Employability Consultant	12/10/2023

4. Glossary of Terms

Term	Description
ACT	Action Counters Terrorism
BID	Business Improvement Districts
TEN	Temporary Event Notice
CCTV	Close Circuit Television
CIA	Cumulative Impact Assessment
UK	United Kingdom

[screentip-sectionB](#)

5. Summary

(Please provide a brief description of proposal / policy / service being assessed)

Nottingham City Council currently has in place a Statement of Licensing Policy that will lapse on the 6 January 2024. It is a requirement under the Licensing Act 2003 for Licensing Authorities to have in place a Statement of Licensing Policy.

The policy statement acts as the main vehicle for setting out the Licensing authorities approach to regulation. It aims to control operators of licensed premises within the local area to help protect the community, i.e. children and relevant vulnerable groups, and to guide those Operators as to how the Council wishes them to run their premises.

The licensing objectives are set out in the Act and are:

- The prevention of crime and disorder
- Public safety

- The prevention of public nuisance
 - The protection of children from harm
- Which

A statutory consultation has taken place between the dates of 24 July 2023 to the 20 September to enable consultation responses to be generated and received to the draft Statement of Licensing Policy in public circulation. Details of the consultation can be found below.

The purpose of the Statement of Licensing Policy is to promote Nottingham as a safe and healthy environment in which responsible operators provide lawful and responsible facilities for the enjoyment of the City's residents and visitors.

[screentip-sectionC](#)

6. Information used to analyse the effects on equality:

(Please include information about how you have consulted/ have data from the impacted groups)

The proposed Statement of Licensing Policy will be presented to the Full Council for approval on 13th November 2023. Consultation has taken place with:

- The chief officer of police for the area;
- The fire and rescue authority for the area;
- All responsible authorities as defined by the Licensing Act 2003
- Each local authority's Director of Public Health in England;

- Persons/bodies representative of local premises licence holders;
- Persons/bodies representative of local club premises certificate holders;
- Persons/bodies representative of businesses and residents in its area.

We have consulted with over 1800 licensed premises directly, as well as all of the listed responsible authorities and various other interested parties, the consultation was also uploaded and accessible on Nottingham City Councils consultation page as well as being situated on our own Nottingham City Council licensing webpage. We received 2 responses that can be found attached on appendix B.

The results of the consultation will be brought back to Full Council in October 2023 for a decision to be made to adopt the draft Statement of Licensing Policy to ensure that the Licensing Authority continues to comply with the Licensing Act 2003.

7. Impacts and Actions:

screentip-sectionD	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	X	<input type="checkbox"/>
Men	X	<input type="checkbox"/>
Women	X	<input type="checkbox"/>
Trans	<input type="checkbox"/>	<input type="checkbox"/>
Disabled people or carers.	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	<input type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>
Older	<input type="checkbox"/>	<input type="checkbox"/>
Younger	<input type="checkbox"/>	<input type="checkbox"/>

<p>Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).</p> <p><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>
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<p style="text-align: right;"><u>screeentip-sectionE</u></p> <p>How different groups could be affected (Summary of impacts)</p>	<p style="text-align: right;"><u>screeentip-sectionF</u></p> <p>Details of actions to mitigate, remove or justify negative impact or increase positive impact (or why action isn't possible)</p>
<p>Provide details for impacts / benefits on people in different protected groups.</p> <p>Note: the level of detail should be proportionate to the potential impact of the proposal / policy / service. Continue on separate sheet if needed (click and type to delete this note)</p> <p>Having conducted a full consultation process over an 8 week period, no impacts or benefits have been highlighted during this process.</p> <p>The Licensing Act 2003 has four licensing objectives</p> <ul style="list-style-type: none"> • The prevention of crime and disorder • Public safety • The prevention of public nuisance • The protection of children from harm 	<p>There are no negative impacts on any group with protected characteristics.</p> <p>The proposed Statement of Licensing Policy will affect anyone regardless of protected characteristics or not that wishes to apply for a new premises licence in the Nottingham City Council area.</p>

<p>The benefits through the policy regardless of protected characteristics will ensure that we as the licensing authority aims to control operators of licensed premises within the local area to help protect the community, i.e. children and relevant vulnerable groups, and to guide those Operators as to how the Council wishes them to run their premises.</p>	
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8. Arrangements for future monitoring of equality impact of this proposal / policy / service:

Should a decision be made by Full Council to agree that the draft Statement of Licensing Policy should be implemented this will remain in place from the 7 January 2024 to 6 January 2029. However, the Policy can be reviewed at any time during this period should there be a need to do so. If guidance or legislation changes we as an authority could review our policy and make necessary amendments, Elected members and stakeholders could request a review if it is deemed necessary, Licensees may request a review if they feel the policy is unfair, outdated or negatively affecting their business or industry, Community organisations and groups could request a review if the policy is not adequately addressing concerns or if they have evidence that suggest change is required, and members of the public who are directly affected by the licensing policy or hold a legitimate interest in the matter may request a review.

9. Outcome(s) of equality impact assessment:

<input checked="" type="checkbox"/>	No major change needed	<input type="checkbox"/>	Adjust the policy/proposal
<input type="checkbox"/>	Adverse impact but continue	<input type="checkbox"/>	Stop and remove the policy/proposal

10. Approved by (manager signature) and Date sent to equality team for publishing:

<p>Approving Manager: The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel & email to allow citizen/stakeholder feedback on proposals.</p>	<p>Date sent for advice: 05/10/2023 Send document or Link to: equalities@nottinghamcity.gov.uk</p>
<p>Approving Manager Signature: Nick Burns, Licensing and Policy Manager</p> 	<p>Date of final approval: 17/10/2023</p>

<p>Before you send your EIA to the Equality and Employability Team for advice, have you:</p> <ol style="list-style-type: none">1. Read the guidance and good practice EIA's http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc2. Clearly summarised your proposal/ policy/ service to be assessed.3. Hyperlinked to the appropriate documents.4. Written in clear user-friendly language, free from all jargon (spelling out acronyms).5. Included appropriate data.6. Consulted the relevant groups or citizens or stated clearly, when this is going to happen.7. Clearly cross-referenced your impacts with SMART actions.

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.