

Equality Impact Assessment Toolkit (March 2017)

Section 1: Your details

EIA lead Officer: Daniel Dawson

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Head of Section: Daniel Dawson

Chief Officer: Mark Camborne

Directorate: Safer Wirral Service (Children's Services)

Date: 13th February 2020

(The officers above have co-ordinated the review of the overarching policy on behalf of and in consultation with all affected service areas and directorates)

Section 2: What Council proposal is being assessed?

Review of Enforcement Policy 2020

Section 2a: Will this EIA be submitted to a Cabinet or Committee meeting?

Yes / ~~No~~

If 'yes' please state which meeting and what date

Previously Environment Overview and Scrutiny Committee (28th November 2019) and scheduled for Cabinet 23rd March 2020

Whilst this policy spans multiple directorates, it has been placed within delivery:

Delivery (Customer Services, Adult & Disability Services, Community Services, Merseyside Pension Fund, Environmental Services)

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2017/delivery>

Section 3: Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** please state: Private Sector

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 4:

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

Which group(s) of people could be affected	Potential positive or negative impact	Action required to mitigate any potential negative impact	Lead person	Timescale	Resource implications
Race: Business owners and residents within Wirral whose first language is not English	Potential for businesses and residents/landlords, who, because of a language barrier may not fully understand the variety of regulatory requirements placed upon them and enforced by the Council.	Advisory materials will be made available in different languages and formats on a request basis Some teams have developed additional language skills for select groups. This should be encouraged and continued. During formal investigations, access to approved interpreters made available, for example when interviewing a suspect under caution. The policy will be published on the Council's website in an accessible format and be made available in different languages, paper copies	Council wide, each service will monitor impacts	Ongoing	From existing resources

		and alternative formats such as large print, braille or audio. In addition, support will be available via One Stop Shops.			
Disability: Tenants and owner occupiers who may have additional needs in respect of maintaining their living conditions	A person's ability to comply will be considered at all stages	We will work proactively with tenants and occupiers and/or their representatives. This may include signposting to support services where applicable The impact of enforcement action is to be considered on a case by case basis and balanced against the principles of the Human Rights Act and The Equalities Act 2010	Council wide, each service will monitor impacts	Ongoing	From existing resources
Socio-economic: Tenants and owner occupiers who may be financially vulnerable and unable to support the impact of enforcement measures	Enforcement action guided by law may identify liable parties or individuals and require works to be undertaken to properties. Such parties may not have the financial capacity to comply or such enforcement places undue strain on their financial position.	The policy requires the use of risk based and targeted enforcement, therefore any additional non-required issues should not be subject to enforcement action. Specific legislation make provision for the use of "works in default" whereby the liable party is unable or will not comply with the enforcement action. Such cost of such works under specific legislation can be placed as a charge on the property and recovered when the property is eventually sold.	Council wide, each service will monitor impacts	Ongoing	From existing resources

Workforce	This policy will be available to internal staff and partners	The policy will be available in different formats on request in line with Council procedures	Council wide, each service will monitor impacts	Ongoing	From existing resources

Section 4a: Where and how will the above actions be monitored?

During reactive investigations as required or as requested

Section 4b: If you think there is no negative impact, what is your reasoning behind this?

Section 5: What research / data / information have you used in support of this process?

Draft Enforcement Policy 2020
Regulators Code 2014 – BRDO
Food Standards Agency – [Business guidance pages](#)

Section 6: Are you intending to carry out any consultation with regard to this Council proposal?

Yes / ~~No~~ – (please delete as appropriate)

If 'yes' please continue to section 7.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 7: How will consultation take place and by when?

A public consultation took place during November 2018 and December 2018 on the Councils Website. Internal consultation with affected services has been ongoing.

Before you complete your consultation, please email your preliminary EIA to engage@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing.

Section 8: Have you remembered to:

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to engage@wirral.gov.uk via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to engage@wirral.gov.uk via your Chief Officer for re-publishing?**