

Equality and Rurality Impact Assessment Form

When completing this form you will need to provide evidence that you have considered how the 'protected characteristics' may be impacted upon by this decision. In line with the General Equality Duty the Council must, in the exercise of its functions, have due regard for the need to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This form should be completed in conjunction with the guidance document available on the Intranet

Once completed a copy should be emailed to cheryl.sloan@publicagroup.uk to be signed off by an equalities officer before being published.

1. Persons responsible for this assessment:

Names: Philip Measures	
Date of assessment: 19 th May 2025	Telephone: Email: philip.measures@publicagroup.uk

2. Name of the policy, service, strategy, procedure or function:

HMO Licence Fee and Period HMO Amenities Standards Policy The Civil Penalties Enforcement Policy
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3. Briefly describe it aims and objectives

This report reviews policies concerning private sector housing. The update is required to take account of legislative changes and to take into account new guidance and Tribunal decisions.

4. Are there any external considerations? (e.g. Legislation/government directives)

The Housing Act 2004 The Housing and Planning Act 2016 LACORS guidance
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The Renters Rights Bill. This legislation currently passing through both houses, introduces new standards and expectations on Councils in the delivery of their Private Sector Housing duties.

5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	✓	Private Sector Housing Stock Conditions Survey.
Recent research findings including studies of deprivation	☐	
Results of recent consultations and surveys	☐	
Results of ethnic monitoring data and any equalities data	☐	
Anecdotal information from groups and agencies within Gloucestershire	☐	
Comparisons between similar functions / policies elsewhere	☐	
Analysis of audit reports and reviews	☐	
Other:	✓	Ist Tier Property Tribunal decisions, meaning the current Private Sector Housing policies are out of date.

6. Please specify how intend to gather evidence to fill any gaps identified above:

At West Oxfordshire, a business case is proposed to carry out a new PSH Stock Conditions Survey because the existing one is over 10 years old.

7. Has any consultation been carried out?

No

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If NO please outline any planned activities

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8. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	✓
LOW – Few members of the general public/staff will be affected by this proposal	☐
MEDIUM – A large group of the general public/staff will be affected by this proposal	☐
HIGH – The proposal will have an impact upon the whole community/all staff	☐
The policy renews an existing, so the impact should be positive. Landlords who are non-complaint, may face additional sanctions as a result of this policy being in place.	

9. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

Negative – it could disadvantage and therefore potentially not meet the General Equality duty;

Positive – it could benefit and help meet the General Equality duty;

Neutral – neither positive nor negative impact / Not sure

	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts
Age – Young People			✓	The policy is concerned with the regulation of conditions in private sector housing, for the benefit of all residents. It does not introduce anything new that would have either a positive	

Annex C

				or negative impact on individuals with protected characteristics.	
Age – Old People			✓		
Disability			✓		
Sex – Male			✓		
Sex – Female			✓		
Race including Gypsy and Travellers			✓		
Religion or Belief			✓		
Sexual Orientation			✓		
Gender Reassignment			✓		
Pregnancy and maternity			✓		
Geographical impacts on one area			✓		
Other Groups			✓		
Rural considerations: ie Access to services; leisure facilities, transport; education; employment; broadband.			✓		

10. Action plan (add additional lines if necessary)

Action(s)	Lead Officer	Resource	Timescale
n/a			

11. Is there is anything else that you wish to add?

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Declaration

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed By:		Date:	
Line Manager:	Phil Measures	Date:	19/05/25
Reviewed by Corporate Equality Officer:	[redacted]	Date:	24/06/25