

Equality Impact Screening Form

This Equality Impact Screening Form will help you decide whether a full Equality Impact Assessment (EIA) is required for the development or review of a service, policy, strategy, or plan (referred to collectively as a 'workstream' in this form. Before completing the screening form), please refer to the 'Equality Impact Screening and Assessment Guidance' document. It should be completed by the OBWC employee leading this area of work.

1. Name of workstream	Housing Enforcement & Civil Penalty Policy
2. Date of screening	03/02/2026
3. Name and role of screener	Ben Clark-Monks (Selective Licensing Team Leader)

4. What are the aims and objectives of the workstream?

The aim of the work stream is to define the legislative changes imposed by the Renters' Rights Act 2025 and introduces the policies that outline the process for the use of new enforcement powers and further defines the processes and procedures for existing enforcement powers. The objective of the workstream is to create greater transparency and consistency in relation to the use of enforcement powers.

5. Which stakeholders will be affected by the workstream? (i.e. residents, businesses, staff, contractors, visitors)

Landlords, Tenants, Property Owners, Staff

6. Is this a new or revised Workstream?

NEW	<input checked="" type="checkbox"/>	Go to Question 9
REVISED	<input type="checkbox"/>	Go to Question 7

7. Was an EIA carried out on the previous version?

YES	<input type="checkbox"/>	Go to Question 8
NO	<input type="checkbox"/>	Go to Question 9

8. Does the revised workstream include any elements not considered in the original EIA?

YES	<input type="checkbox"/>	Carry out a New EIA
NO	<input type="checkbox"/>	Revise the Existing EIA

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9. Could the new or revised workstream have a negative effect on people with any of the following protected characteristics?	YES	NO
Age		X
Disability		X
Gender Reassignment		X
Marriage or Civil Partnership		X
Pregnancy and Maternity		X
Race		X
Religion or Belief		X
Sex		X
Sexual Orientation		X

If you have answered YES to any of the above, **carry out an EIA.**

If you have answered NO, go to Question 10.

	YES	NO
10. Have there been, or are there likely to be, any concerns about the workstream from stakeholders?		X
11. Could the workstream affect how services are commissioned or procured?		X
12. Could the workstream affect our staff or employment practices?		X

If you have answered YES to any of the above, **carry out an EIA.**

If you have answered NO, go to Question 13.

13. Will the proposed changes contribute to the following Public Sector Equality Duties?	YES	NO
Eliminating unlawful discrimination, harassment, and victimisation		X
Advancing equality of opportunity		X
Fostering good relations		X

If you have answered YES to any of the above, **carry out an EIA.**

14. If you have answered NO to questions 9 – 13 then you may not need to complete an EIA. Please explain whether you feel an EIA needs to be completed with your rationale.

As the policies themselves only outline proposed courses of action and there would there is an existing process in place to ensure that any enforcement decisions are fair and reasonable prior to enforcement activity is undertaken. The policies themselves also have provision which outlines the decision making process.

Please sign and retain a copy of this completed form for your records.

Name	Ben Clark-Monks
Job Role	Selective Licensing Team Leader
Service Area	Environmental Health and Licensing
Date	03/02/2026

An electronic copy of this form should be forwarded to equalities@oadby-wigston.gov.uk with a copy of any relevant information for further consideration. If you have any queries, please contact equalities@oadby-wigston.gov.uk.

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Is an EIA required?	No
Rationale	I concur with the rationale provided by the Selective Licensing Team Leader that there is existing guidance regarding fair and reasonable enforcement, and the policies covered by this Screening Form only outline proposed courses of action.

Name	Mark Smith
Signature	
Date	17/02/2026