

**APPENDIX 2 TO PAPER NO. 16-358****Initial Equality Impact Assessment – New Service**

Department	HCS
Service	Fixed penalty notice (FPN) pilot
People involved	Clare O'Connor, Joe O'Sullivan and Mike Singham

**1. What are the aims of the policy and what changes are being proposed?**

It is proposed to conduct a mini tender for a contractor to award FPN for offences such as littering in areas across the Borough where there is a high footfall.

The contractor will be required to wear a uniform at all times and targets will not be set for the number of FPN issued by officer.

**2. What is the rationale behind these changes?**

The aim of the pilot is to identify if it is a viable longer term option.

**3. What information do you have on the policy and the potential impact of your policy change in relation to the following?**

Protected characteristic	Data held
Race	Data not currently collected
Gender	Data not currently collected
Disability	Data not currently collected
Age	Data not currently collected
Religion or belief	Data not currently collected
Sexual Orientation	Data not currently collected

**4. Thinking about each group below please list the impact that the policy change will have.**

	<u>Positive</u> impacts of policy change	Possible <u>negative</u> impacts of policy change
Race	Should lead to reduced levels of littering in areas with high footfall	This is a pilot. Contractor's staff will be required to have received appropriate equalities training. Any complaints made against the contractor or in relation to the pilot will be reviewed to identify if the pilot has a negative impact on any individuals with a

		protected characteristic. Mitigating actions will be developed should the decision be made to roll the pilot out further.
Gender	Should lead to reduced levels of littering in areas with high footfall	This is a pilot. Contractor's staff will be required to have received appropriate equalities training. Any complaints made against the contractor or in relation to the pilot will be reviewed to identify if the pilot has a negative impact on any individuals with a protected characteristic. Mitigating actions will be developed should the decision be made to roll the pilot out further.
Disability	Should lead to reduced levels of littering in areas with high footfall	This is a pilot. Contractor's staff will be required to have received appropriate equalities training. Any complaints made against the contractor or in relation to the pilot will be reviewed to identify if the pilot has a negative impact on any individuals with a protected characteristic. Mitigating actions will be developed should the decision be made to roll the pilot out further.
Age	Should lead to reduced levels of littering in areas with high footfall	This is a pilot. Contractor's staff will be required to have received appropriate equalities training and will be required to only issue FPNs to persons aged 18 or over. Any complaints made against the contractor or in relation to the pilot will be reviewed to identify if the pilot has a negative impact on any individuals with a protected characteristic. Mitigating actions will be developed should the decision be made to roll the pilot out further.
Faith	Should lead to reduced levels of littering in areas with high footfall	This is a pilot. Contractor's staff will be required to have received appropriate equalities training. Any complaints made against the contractor or in relation to the pilot will be reviewed to identify if the pilot has a negative impact on any individuals with a protected characteristic. Mitigating actions will be developed should the decision be made to roll the pilot out further.

Sexual orientation	Should lead to reduced levels of littering in areas with high footfall	This is a pilot. Contractor's staff will be required to have received appropriate equalities training. Any complaints made against the contractor or in relation to the pilot will be reviewed to identify if the pilot has a negative impact on any individuals with a protected characteristic. Mitigating actions will be developed should the decision be made to roll the pilot out further.
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### 5. Is a full EIA required? No

- Does the policy support a frontline service? Yes
- **Is it clear what impact the policy change will have on all the equality groups?**  
No – this will be identified via the pilot.  
**Overall will the change have a negative impact on any of the equality groups?**  
It should not have a negative impact, but this will be tested via the pilot

### Comments - Please give the rationale here for not undertaking a full EIA

This is a pilot. Should a decision be made to roll the pilot out this EIA will be updated with the findings of the pilot.

### 6. Through the initial EIA have you identified any actions that needed to be implemented to improve access or monitoring of the policy? (please list)

n/a

Signed

Date:

Approved by:

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