

Equality Impact Assessment Form - DRAFT



Responsibility and Ownership

Name of policy, practice, service or function: Animal Welfare Licensing Policy

Responsible department: Joint Environmental Health Service

Service area: Environmental Health /Licensing

Lead Officer: Charmaine Terry

Date of assessment: 22/04/2026

Other members of assessment team

Name	Position	Area of expertise
Charmaine Terry	Environmental Health Team Manager (Licensing)	Licensing
Samantha Crossland	Licensing and Enforcement Officer	Licensing
Lindsey Delamore	Licensing and Enforcement Officer	Licensing

Assessment Background

Scope

1	What are the main aims/objectives or purpose of the policy, strategy, practice, service or function?	The Council is responsible for the licensing and regulation of animal activities in the district. It is considered good practice for the Council to prepare and publish an Animal Welfare Licensing Policy which sets out how the regime will be
---	---	--

		<p>administered. In setting out the policy the Council seeks to do the following:</p> <ul style="list-style-type: none"> • Protect and promote animal welfare standards, • Protect the environment, • Safeguard public health and safety, • Provide a clear and consistent regulatory framework; and • Provide a reliable, fair, transparent, and accessible service. <p>This licensing regime is largely governed by legislation, and this Policy is intended to set out how the Council will put that legislation into practice.</p>
2	Are there any external factors we need to consider such as new legislation or legislation changes?	<p>Guidance issued by DEFRA</p> <p>All relevant legislation and statutory guidance outlined in the Policy</p>
3	Who is responsible for implementing the policy, strategy, practice, service or function?	The Joint Environmental Health Service
4	Who is affected by the policy, strategy, practice, service or function? E.g. businesses, customers, voluntary sector?	Licence holders, business owners, regulatory partners, and members of the public
5	What outcomes are we looking to achieve, why and for whom?	<p>To encourage high standards of animal welfare and encourage responsible business practices.</p> <p>To encourage operators to provide the highest level of care for animals under their care and safeguard residents and business owners within Bolsover.</p>
6	What existing information do you have on the impact of the policy, strategy, practice, service or function? E.g. consultation or satisfaction results?	<p>No information relating to the people affected by this Policy is available. At this stage, no formal consultation or engagement activity has been carried out. A full public consultation is planned, which will provide more insight across all protected characteristics.</p> <p>Current information is based primarily on the professional knowledge and experience of animal licensing inspectors,</p>

		who work directly with operators and members of the public affected by animal licensing processes. This provides some operational understanding of how the proposal may impact different groups, but it is not comprehensive.
7	How is existing information about the policy, practice, service or function publicised?	On the Council's website and directly to operators directly affected.

Identifying Potential Equality Impacts

Consider any impacts on each of the protected characteristics set out below. Be mindful that some impacts may affect more than one characteristic e.g. disability/age. Indicate where the policy, practice, service or function could have a positive/negative impact for different groups and your reasons. Specify which data sources have informed your assessment. **The Council has an Equality Plan which provides a profile for the district which may be helpful.**

Race

8	Identify any impacts of the policy or procedure on people who may be affected because of their race/ethnicity		
	White	English / Welsh / Scottish / Northern Irish / British / Irish / Any other White background	Operators for whom English is not their first language may have difficulty in understanding the policy or complying with the requirements set in legislation and statutory guidance. The Council has interpretation and translation services where necessary.
	Asian/Asian British	Indian	As above.
		Pakistani	
		Bangladeshi	
		Chinese	
		Any other Asian background	

8	Identify any impacts of the policy or procedure on people who may be affected because of their race/ethnicity		
	Black	African	As above.
		Caribbean	
		Any other Black / African / Caribbean / Black British background	
	Any other ethnicity	Arab	As above.
		Any other ethnic group	

Sex/Gender

9	Identify any impacts of the policy, practice, service/function on people who may be affected because of their gender		
	Female	No significant impact.	
	Male	No significant impact.	
	Transgender	No significant impact.	

Age

10	Identify any impacts of the policy, practice, service/function on people who may be affected because of their age		
	0-18 years	Animal Licensing in general may have a more significant adverse impact on children and young people who are more likely to use some of the services provided without adult supervision. E.g. horse-riding tuition. Whilst the Council is limited in their influence over the requirements set out in legislation and guidance, appropriate statutory guidance has been included in the Policy to encourage responsible safeguarding practices, particularly where businesses are likely to offer	

10	Identify any impacts of the policy, practice, service/function on people who may be affected because of their age	
		services to children and young people. involving the tuition of young people. Additional guidance for businesses to have safeguarding measures in place are factored into the policy to mitigate the increased risk to young people.
	19-64 years	No significant impact.
	65 years and over	No significant impact.

Disability

11	Identify any impacts of the policy, practice, service/function on people who may be affected because of their disability/long-term ill health	
	Physical/mobility impairment	Animal Licensing requirements and processes in general are likely to be more difficult for those operators who have some disabilities. Operators may find it difficult to comply fully with the legislation and statutory guidance. Reasonable adjustments will be considered in so far as is practicable whilst still maintaining animal welfare standards.
	Sensory: hearing/visual or speech	As above.
	Mental health	As above.
	Learning disabilities	As above.
	Non-visible conditions, e.g. epilepsy/diabetes	As above.

Religion or Belief

12	Identify any impacts of the policy, practice, service or function on people who may be affected because of their religion or belief, including non-belief
No significant impact.	

Sexual Orientation

13	Identify any impacts of the policy, practice, service or function on people who may be affected because of their sexual orientation	
	Heterosexual	No significant impact.
	Lesbian	No significant impact.
	Gay	No significant impact.
	Bisexual	No significant impact.

Other categories

14	Identify any impacts of the policy, practice, service or function on people who may be affected because of other factors	
	Rural / urban	No significant impact.
	Carers	No significant impact.

14	Identify any impacts of the policy, practice, service or function on people who may be affected because of other factors	
	Travellers	No significant impact.
	Other	<p>Pregnancy and Maternity: Animal Licensing requirements and processes in general are likely to be more difficult for those operators who are pregnant or on maternity leave. Operators may find it difficult to comply fully with the legislation and statutory guidance. Reasonable adjustments will be considered in so far as is practicable whilst still maintaining animal welfare standards.</p> <p>General Impact: Animal Licensing in general may have an impact on some people with protected characteristics, who could be considered vulnerable under safeguarding principles. In certain situations, individuals may be left alone with operators without direct supervision, which could increase the risk of harm or reduce their ability to report concerns. Whilst the Council is limited in their influence over the requirements set out in legislation and statutory guidance, appropriate guidance has been included in the Policy to encourage responsible safeguarding practices, particularly where businesses are likely to offer services to people who could be considered vulnerable.</p>

Document the assessment evidence (where information is held)

Data or information	When and how was it collected?	Where is it from?	What does it tell you?	Gaps in information / Comments
Customer feedback and complaints	N/A			
Consultation and community involvement	A full public consultation is planned	Public, stakeholders and partner organisations.		
Performance information	N/A			
Take up and usage data	N/A			
Comparative information or data where no local	Policies from neighbouring authorities and those	Other local authorities	Other local authorities take similar approaches	

Data or information	When and how was it collected?	Where is it from?	What does it tell you?	Gaps in information / Comments
information available (benchmarking)	known to regulate large scale operators			
Census, regional or national statistics	N/A			
Access audits or other disability assessments	N/A			
Workforce profile	N/A			
Where service delivered under procurement arrangements	N/A			

Findings: Are any groups affected? If so, how?

Key points	Any groups affected?	Positive Impact/Negative Impact/No impact/Negative impact mitigated?
Licensable activities in general may have an adverse effect on people.	Age: 0 – 18 year olds Disability: All Race/ethnicity: All Pregnancy and maternity	The Council is limited in their influence over the requirements which are largely set out in legislation and statutory guidance. The following measures will be put in place: Additional guidance advising that businesses have safeguarding measures in place to protect children and young people is factored into the policy to mitigate the increased risk. Where possible the Council will make reasonable adjustments in so far as is possible whilst still maintaining the primary objective of the Policy, to

Key points	Any groups affected?	Positive Impact/Negative Impact/No impact/Negative impact mitigated?
		protect animal welfare.

Recommendations and Decisions

Action by: Assistant Director of Communities & Environmental Health

Amending the policy, strategy, practice, service or function	N/A
Find alternative means for achieving objectives	N/A
Develop equality objectives and targets for inclusion in the service plan	N/A
Initiate further research	The Council will monitor any impact on characteristics by reviewing the policy and conducting any necessary consultation every three years.
Undertaking actions identified in the EIA	N/A
Any other method (please state)	N/A

Equality Impact Assessment Improvement Plan Summary

Please list all actions, recommendations and/or decisions you plan to take as a result of the equality impact assessment:

Action Required	Responsible Officer	Target Date	Resources	Progress	Actual Outcome
Review the policy every three years	Assistant Director of Communities &				

Action Required	Responsible Officer	Target Date	Resources	Progress	Actual Outcome
	Environmental Health				

Approval Process

Job role	Date	Comments
Improvement Officer Comments		
Information, Engagement & Performance Manager Comments (EIA Reviewer)		
Senior Manager (EIA Sign-off) Job title: Assistant Director of Communities & Environmental Health		

EIA Template Reviewed: 30/03/23