

Screening/Scoping Pro Forma

Section	Environmental Health and Licensing		Officer responsible for the screening/scoping	Ted Mollart		
Name of Policy to be assessed	Pollution Control		Date of Assessment	22/10/2008	Is this a proposed new or existing policy/procedure/practice?	Existing
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?			To Investigate and deal with a variety of public and private nuisances including public health matters such as domestic, commercial and in industrial noise control, air pollution and filthy and Verminous properties.			
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.			To protect the quality of Guildford's air, water, land and to promote public health.			
3. Who is intended to benefit from this policy and in what way?			General Public Local Businesses Councillors and Committees Other sections of Guildford Borough Council			
4. What outcomes are wanted from this policy/procedures/practice?			As Above			
5. What factors/forces could contribute/detract from the outcomes?			Elected members wishes, professional judgement of officers, changes in legislation, lack of funding, compliance of businesses.			
6. Who are the main stakeholders in relation to the policy?		Authorised Officers, members and key stakeholders in the local authority enforced sector.	7. Who implements the policy, and who is responsible for the policy?		Implemented by all officers under this section. Responsibility lies with the Principal environmental Health Officer and the head of environmental health and licensing.	
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?			Y	N	Please explain	
What existing evidence (either presumed or otherwise) do you have for this?			Due to language barriers it could be necessary for all correspondence to be provided in alternative languages if needed as well as a translation service offered,			

9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	Y	N	Y
What existing evidence (either presumed or otherwise) do you have for this?	Vulnerable members of both sexes may require a visit from a member of the same sex or a joint visit in conjunction with the investigating officer which would need to be ascertained prior to visiting.		
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	Y	N	Y
What existing evidence (either presumed or otherwise) do you have for this?	In some cases Illiteracy can be a barrier. Current enforcement procedures sometimes cause a problem for those with disability but face to face verbal consultation and feedback is always used by officers during inspections.		
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the unit does not discriminate between individuals, only seeks to ensure compliance with legislation. Unit seeks to treat all customers fairly in respect of the discharge of the regulatory role.		
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the unit does not discriminate between individuals, only seeks to ensure compliance with legislation. Unit seeks to treat all customers fairly in respect of the discharge of the regulatory role.		
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	Y	N	Y
What existing evidence (either presumed or otherwise) do you have for this?	Officers of either gender could cause offence in relation to the religion when visiting. Some faith groups hold different values in relation to days of observance and style of working which very occasionally conflicts with specified guidance. A visit may conflict with a particular religious date and so arrangements would need to be made prior to visit.		

14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the unit does not discriminate between individuals, only seeks to ensure compliance with legislation. Unit seeks to treat all customers fairly in respect of the discharge of the regulatory role.		
15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the unit does not discriminate between individuals, only seeks to ensure compliance with legislation. Unit seeks to treat all customers fairly in respect of the discharge of the regulatory role.		
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?	Y	N	N
What existing evidence (either presumed or otherwise) do you have for this?	Never been subject to a challenge, the unit does not discriminate between individuals, only seeks to ensure compliance with legislation. Unit seeks to treat all customers fairly in respect of the discharge of the regulatory role.		
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?	Y	N	Y- There is a potential for adverse impact with current procedures.
18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?	Y	N	Please explain for each heading (questions 8-16) on a separate piece of paper. N- for all negative impacts

<p>Business improvement</p> <p>19. Is there any concern that there are unmet needs in relation to any of the above groups?</p>	<p>Y</p>	<p>N</p>	<p>Please explain</p> <p>N</p>
<p>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</p>	<p>Y</p>	<p>N</p>	<p>Please explain</p> <p>Strands 9 and 13 have the same possible reason for negative impact in regards to the visits.</p>
<p>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</p>	<p>Y</p>	<p>N</p>	<p>Please explain</p> <p>N</p>
<p>22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?</p>			<p>It may be necessary for a written procedure for officers to follow when visiting the public in order to not have any negative impact across the equality strands.</p> <p>There may also be a need for correspondence and consultation to have a translation service available, and advertised, for those that need it.</p>

23. Should the policy proceed to a full equality impact assessment?	Y	N	N	Yes	No
			24. If No, are there any changes required to the policy to improve it around the equality agenda? Y-Please see above Q22 <i>Monitoring those who are subject to enforcement action – may be a little too sensitive to expect to be able to do that until monitoring of users becomes more acceptable.</i>		

Signed
(completing officer)

Date October 2008

Signed
(Head of Section)

Date November 2008

Countersigned
(HR Representative)

Date November 2008