



# EQUALITY IMPACT ASSESSMENT TOOL

The council has a statutory duty to consider the impact of its decisions on age, disability, gender reassignment, pregnancy & maternity, race, religion or belief, sex (gender) and sexual orientation.

The Council also has a duty to foster good relations between different groups of people and to promote equality of opportunity.

Completing an EIA is the simplest way to demonstrate that the Council has considered the equality impacts of its decisions and it reduces the risk of legal challenge. EIAs should be carried out at the earliest stages of policy development or a service review, and then updated as the policy or review develops. EIAs must be undertaken when it is possible for the findings to inform the final decision. Keep all versions of your EIA. An EIA should be finalised once a final decision is taken.

**When you should undertake an EIA:**

- You are making changes that will affect front-line services
- You are reducing the budget of a service, which will affect front-line services
- You are changing the way services are funded and this may impact the quality of the service and who can access it
- You are making a decision that could have a different impact on different groups of people
- You are making staff redundant or changing their roles (particularly if it impacts on frontline services).
- EIAs also need to be undertaken on how a policy is implemented even if it has been developed by central government (for example cuts to grant funding).

**Who should undertake the EIA:**

- The person who is making the decision or advising the decision-maker

Guidance and tools for completing EIAs are available on the WIRE:

<http://rewire/supportunits/policyplanningandperformance/Pages/Equalities.aspx>

An EIA e-learning module is available for all Westminster staff:

[www.learningpool.com/westminster/course/view.php?id=159](http://www.learningpool.com/westminster/course/view.php?id=159)

When you have completed an EIA, please send the final copy to David O'Leary (Strategy Unit): <mailto:mdoleary@westminster.gov.uk>

SEB will monitor compliance with the requirement to complete EIAs.

**SECTION 1: DETAILS OF EQUALITY ANALYSIS**

<b>1.1</b>	<b>Title of EIA</b>
	Westminster City Council Gambling Policy 2022 and Local Area Profile
<b>1.2</b>	<p><b>What are you analysing?</b></p> <ul style="list-style-type: none"> <li>• What is the purpose of the policy/project/activity/strategy?</li> <li>• In what context will it operate?</li> <li>• Who is it intended to benefit?</li> <li>• What results are intended?</li> <li>• Why is it needed?</li> </ul>
	<p>We are required by the Gambling Act 2005 to publish a statement of the principles that we propose to apply when exercising our functions under the Act. This statement must be published every 3 years. The first period of 3 years started on 31 January 2007. The current Gambling Policy (2022-2025) expires on 30 January 2025.</p> <p>The consultation for the New Gambling Policy closed on 28 November 2021. The Gambling Policy will cover the whole of the City of Westminster, impacting all gambling premises' activity in the borough for three years.</p> <p>The council's aim is to promote the four licensing objectives:</p> <ul style="list-style-type: none"> <li>• Preventing gambling from being a source of crime and disorder, being associated with crime or disorder, or being used to support crime</li> <li>• ensuring gambling is conducted in a fair and open way</li> <li>• protecting children and other vulnerable persons from being harmed or exploited</li> </ul> <p>The policy seeks to balance the interests of gambling premises, residents and visitors to Westminster, to ensure that gambling can be enjoyed safely without putting vulnerable people at increased risk of harm. This is important because research shows strong links between gambling-related harm and certain demographic, economic and health-based characteristics, e.g. youth, homelessness and mental ill health. The new policy should also strengthen Westminster's ability to protect vulnerable people and promote fair, open practice of gambling premises through clearer expectations, better informed applications and more awareness of local needs and risks in those assessing applications.</p> <p>A new feature alongside the 2022 Gambling Policy, which will provide a basis for making applications and decisions, is the Local Area Profile (LAP). This analyses and maps potentially vulnerable areas of the City, via Gambling Vulnerability Zones. These inform gambling operators about where to apply for new premises and which risk factors to consider, as well as allowing WCC officers and scrutiny committees to assess applications with the most accurate, up-to-date local information.</p> <p>Westminster should therefore have fewer new gambling premises opening in areas of high vulnerability, e.g. where there is significant deprivation or unemployment, a large number of children and young people, or a high number of people accessing addiction services. Where licences are granted, operators will need to demonstrate awareness of the risks and commitment to mitigating these through risk assessments.</p>

<b>1.3</b>	<b>Details of the lead person completing the EIA</b>
	<p>(i) Full Name: Kerry Simpkin</p> <p>(ii) Position: Head of Licensing, Place and Investment Policy</p> <p>(iii) Unit: Innovation and Change</p> <p>(iv) Contact Details: <a href="mailto:ksimpkin@westminster.gov.uk">ksimpkin@westminster.gov.uk</a></p>
<b>1.5</b>	<b>Version number and date of update</b>
	V3 12/10/2022

## SECTION 2: EQUALITY ANALYSIS

<b>2.1</b>	<p>If you are planning changes to a current service, which customers from the protected groups are using the service currently?</p> <ul style="list-style-type: none"> <li>If you do not formally collect data about a particular group then use the results of local surveys or consultations, census data, national trends or anecdotal evidence. Do not leave any box blank.</li> </ul>
	There are no planned changes to a service.
<b>2.2</b>	<p><b>Are there any equality groups that are overrepresented in the monitoring information relative to their size of the population? <i>If so, this could indicate that the proposal may have a disproportionate impact on this group even if it is a universal service. Information about Westminster's population is on the Equalities page on the WIRE.</i></b></p>
	<p>Westminster's new Gambling Policy is not anticipated to have a significant impact on any specific group. Any equality groups disproportionately affected by gambling-related harm are directly addressed in the Local Area Profile, which is to be considered in tandem with the policy and raise awareness of the impact of protected characteristics, such as age or mental ill health.</p> <p>It is also important to highlight that this policy statement sits within the wider context of the Local Authority's duties under the Equality Act 2010, which are directly referenced in the policy. These require us to have due regard to:</p> <ul style="list-style-type: none"> <li>Eliminating unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act</li> <li>Advancing equality of opportunity between people who share a protected characteristic and people who do not share it</li> <li>Fostering good relations between people who share a protected characteristic and people who do not share it</li> </ul> <p>Having due regard involves the Council:</p> <ul style="list-style-type: none"> <li>Removing or minimising disadvantages suffered by people due to their protected characteristics</li> <li>Taking steps to meet the needs of people from protected groups where these are different from the needs of other people</li> <li>Encouraging people from protected groups to participate in public life or in other</li> </ul>

activities where their participation is disproportionately low.

We recognise that equality and diversity is not a parallel process or something to think about once a year, or every 3 years in a policy update. It is a fundamental part of improving services for everyone and making Westminster a place where anyone can be happy to live or work. It is central to delivering high quality customer services in the heart of London. Through the Policy and Local Area Profile, we have identified and actively addressed potential and actual inequalities, where evidence shows that these exists.

This diversity and the changing nature of Westminster's population makes Westminster a culturally and socially rich city, which benefits from the different experiences, perspectives and respect for others this diversity brings.

Westminster's six equality duties are:

- Minimise loneliness, maximise independence and improve mental and physical wellbeing of older people.
- Better understand the needs of our diverse communities to improve our approach to tackling discrimination.
- Communities lead healthy lifestyles through increased participation in sport and physical activity.
- Promote equality of opportunity across the city by tackling barriers to employment.
- Create an environment where all children have an equal opportunity to succeed in life.
- Improve the diversity of our workforce.

The new Gambling Policy and LAP work to 'better understand the needs of our diverse communities' through evidence-led, comprehensive research into potential harms, and raising expectations of gambling operators to comply with these needs. 'Equal opportunities for children' is another aspect of this, given that youth is a significant factor in gambling vulnerability. We address this in the LAP and the GVZs aim to ensure young people are not exploited or drawn into potentially harmful gambling behaviours at physical premises.

**2.3 Are there any equality groups that are underrepresented in the monitoring information relative to their size of the population? *If so, this could indicate that the service may not be accessible to all groups or there may be some form of direct or indirect discrimination occurring.***

It is not believed that any groups are underrepresented in the monitoring information, relative to the size of their population. During the research stage in preparing the LAP, all protected characteristics were considered. Where it was decided that the research justified including a particular group within a protected characteristic as a risk factor (e.g. men) all groups within the protected characteristic were considered and included in the weighting. Therefore, even where groups were not considered a risk factor, they were represented. Furthermore, some intersectional elements (e.g. the relationship between economic deprivation and ethnicity which is evident in some wards, based on the Westminster City Profile) were picked up through our use of Index of Multiple Deprivation and Lower Income Family Tracker data.

Please note the comments above regarding the updates to the SLP, Local Authorities' duties under the Equality Act 2010 and Westminster's Equality Duties.

<p><b>2.4</b></p>	<p><b>What other evidence can you use to assess impact?</b> For example:</p> <ul style="list-style-type: none"> <li>• Results of consultation or engagement activity</li> <li>• Analysis of enquiries or complaints</li> <li>• Benchmarking monitoring information with other local authorities</li> <li>• National research</li> </ul> <p><i>If you do not have enough evidence you may need to take steps to fill in your information gaps – for example meeting with stakeholders, conducting surveys etc (the amount of evidence you need should be proportionate to what it is you are assessing. For example, changes to the eligibility for social care required a substantial consultation, as well as assessment of the numbers of people affected. However, a change to the frequency of bin collections will require less evidence to effectively assess impact).</i></p>
	<p>To assess the impact of the Gambling Policy and ensure all voices are heard in its development, we have carried out a public consultation on the new policy. Some stakeholders, such as Citizen’s Advice Bureau, Soho Society and the BIDs, were positive about our new measures, though there was objection from some sectors these were not based on the impact on equalities. There were some comments that our research into socio-economic factors was based on out of date evidence, however the Council has used up to date data and this objection is based on a misunderstanding of how a 2016 report was used.</p> <p>The success of the Gambling Policy will also be monitored throughout its lifetime. This will be done through a variety of methods including, but not restricted to, the number of successful legal challenges against decisions made on policy grounds and monitoring whether the issues (exploitation, noise complaints, crime rates and premises licensing compliance) increase, remain stable or decrease. Complaints about a gambling premises will be considered through standard council procedures.</p> <p>To ensure we measure Westminster’s Gambling Policy in a fair way, we will benchmark our policy against that of similar Local Authorities.</p>
<p><b>2.5</b></p>	<p><b>Will people from all equality groups be able to access the council service in question?</b> Think about the customer journey and whether any barriers may exist for different groups along the way (from finding out about the service, at the access points, when receiving the service etc). <i>Separate guidance on identifying barriers is available on the WIRE.</i></p>
	<p>The Gambling Policy applies to and aims to support all Westminster residents and, although the council is not directly providing the gambling services, the policy aims to ensure the interests of both business and residents are balanced and that Westminster continues to offer safe, well-managed gambling premises to patrons. The policy aims to be transparent and user-friendly for businesses, prospective businesses, residents and council officers. The inclusion of an interactive version of the Local Area Profile maps also means that more members of the public can engage in decision-making.</p>
<p><b>2.6</b></p>	<p><b>What negative impacts or disadvantage could stem from the changes you are proposing on people from the different groups? Could any part of the policy discriminate unlawfully (this includes direct &amp; indirect discrimination, victimisation and harassment)?</b> <i>If there is any discrimination the action must stop immediately and advice sought.</i></p>
	<p>The Gambling Policy is designed to ensure the interests of both business and residents are balanced, so that Westminster continues to offer safe, well-managed, responsible gambling premises and protects those potentially at risk.</p> <p>As such, it is not anticipated that the policy will negatively impact or disadvantage any</p>

	specific group, especially given the additional analysis and awareness developed through the LAP.
<b>2.7</b>	<p><b>Is there anything you can do to promote equality of opportunity? This means the need to:</b></p> <ul style="list-style-type: none"> <li>• Remove or minimise disadvantages suffered by equality groups</li> <li>• Take steps to meet the needs of equality groups</li> <li>• Encourage equality groups to participate in public life or any other activity where participation is disproportionately low</li> <li>• Consider if there is a need to treat disabled people differently, including more favourable treatment where necessary</li> </ul> <p><b>Is there anything you can do to foster good relations between people who share a protected characteristic and those who do not? This means:</b></p> <ul style="list-style-type: none"> <li>• Tackle prejudice</li> <li>• Promote understanding</li> </ul>
	<p>The Gambling Policy aims to promote equality of opportunity and inclusion in line with Local Authorities' responsibilities under the Equalities Act and the Licensing Authority's Equalities Duties.</p> <p>As such, the policy includes specific measures to promote inclusion and safeguarding (see detail above).</p>
<b>2.8</b>	<p><b>Are there changes proposed in related policy areas or services? How are you taking into account the combined impact of these changes? <i>Small changes in a policy area may cause some disadvantage, but the cumulative effect of changes in related areas could have a significant impact. A separate EIA will need to be undertaken where a number of changes are planned in a service area or where multiple changes are planned in different service areas that could impact on an equality group (for example changes in adult services, children's service, and transport/public realm changes could lead to a significant impact on disabled people, which may not be identified by looking at the changes individually)</i></b></p>
	<p>Additions to this new Gambling Policy include:</p> <p>Introduction of a new Gambling Policy which includes:</p> <ul style="list-style-type: none"> <li>Risk Assessment Policy C1</li> <li>Licensing Objectives Policy (D1 – D3)</li> <li>Hours Policy (E1)</li> <li>Spatial Policies: Location Policy (F1) and Gambling Vulnerability Zones Policy (F2)</li> <li>Premises use policies: Casinos Policies (G1), Bingo Policies (G2), Betting Tracks and Premises Policies G3), Adult Gaming Centres Policies (G4), Licensed Family Entertainment Centres Policies (G5).</li> <li>Unlicensed Family Entertainment Centres Policy (H1-H4)</li> <li>Clubs Permits and Entitlements Policies (Part I)</li> <li>Prize Gaming Permits and Entitlements Policies (Part J)</li> <li>Alcohol Licensed Premises Notifications, Permits and Entitlements (Part K)</li> <li>Temporary and Occasional Use Notices (Part L)</li> <li>Small Society Lotteries (Part M)</li> <li>Post Serious Incident Assessment, Review of Gambling Premises Licences, Cancellations of Permits and Removal of Automatic Entitlements (Part N)</li> </ul> <p>There are no proposed changes to services.</p>

2.9	<b>Considering your answers above, what are the issues, barriers, impacts you have identified and what can you do to reduce any negative impacts? Also include any issues you will need to take into account as your policy develops.</b>	
	<b>Column A – Issues or barriers, things to take into account</b>	<b>Column B – what changes can be made to remove or reduce barriers or negative impacts</b> (Remember to think about the Council as a whole, another service area may already be providing services which can help to deal with any negative impact).
	The gathering of evidence on equalities and licensing	The Council participates in national and regional networks to share information and best practice. The Council will also monitor compliance and complaints, collect data locally and analyse and interpret this as necessary to improve understanding of the links between equalities and licensing.
	Dissemination of information	A public consultation has been undertaken and there will be an associated comms plan alongside the launch of the revision as well as a statutory notice period.
2.10	<b>Now you have considered the potential or actual effect on equality, what action are you taking now? Document the reasons for your decision.</b>	
	1. No major change (no impacts identified)	Your analysis demonstrates that the policy is robust and the evidence shows no potential for discrimination and you have taken all appropriate steps to advance equality & foster good relations between groups.
	2. Adjust the policy	You will take steps to remove barriers or to better advance equality.
	3. Continue the policy (impacts identified)	You will adopt your proposal, despite any adverse effect provided you are satisfied that it does not unlawfully discriminate and it is justified.
	4. Stop and remove the policy	There are adverse effects that are not justified and cannot be mitigated. The policy is unlawfully discriminating.
	1. No major change (no impacts identified) – given that the new Gambling Policy aims to balance the interests of both business and residents, ensuring a safe, well-managed and responsible licensed gambling industry. This will be implemented in line with our responsibilities under the Equality Act 2010 and the Council’s Equalities Duties.	

## SECTION 3: ACTION PLAN

**3.1** Complete the action plan if you need to reduce or remove the negative impacts you have identified, take steps to foster good relations or fill data gaps.

*Please include the action required by your team/unit, groups affected, the intended outcome of your action, resources needed, a lead person responsible for undertaking the action (inc. their department and contact details), the completion date for the action, and the relevant RAG rating: R(ed) – action not initiated, A(mber) – action initiated and in progress, G(reen) – action complete.*

**NB. Add any additional rows, if required.**

<i>This section is for actions related any of the 9 protected characteristic: Age, Disability, Gender, Gender reassignment; Pregnancy &amp; maternity Race, Sexual Orientation, , Religion/Belief</i>	Action Required	Equality Groups Targeted	Intended outcome	Resources Needed	Name of Lead, Unit & Contact Details	Completion Date (DD/MM/YY)	RAG
	<b>Gathering of evidence and analysis</b>	<b>BAME All genders All sexual orientations Disability</b>	<b>Ensure all are able to access licensed venues and reduce impact of gambling premises on those vulnerable communities</b>	<b>PPL monitoring Strategy &amp; Intelligence</b>	<b>Damian Highwood</b>	<b>On-going</b>	<b>Green</b>
	<b>Dissemination of Information</b>	<b>BAME All genders All sexual orientations Disability</b>	<b>Reduce impact of gambling-related harms on those communities most vulnerable to significant impact and ensure all groups know how to engage with the Policy, applications and their outcomes</b>	<b>Comms and Community Engagement teams</b>	<b>Ed Blackwell</b>	<b>On-going</b>	<b>Green</b>
	<b>Interpretation of findings</b>	<b>BAME All genders All sexual orientations</b>	<b>Reduce impact of gambling-related harms on those communities most</b>	<b>Licensing Policy</b>	<b>Kerry Simpkin, Head of Licensing Policy</b>	<b>On-going</b>	<b>Green</b>

		<b>Disability</b>	<b>vulnerable to significant impact and ensure all groups are engaged/ informed about applications and their outcomes</b>					
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**THIS SECTION TO BE COMPLETED BY THE RELEVANT SERVICE MANAGER**

**SIGNATURE:** .....



.....  
**FULL NAME:** .....Kerry Simpkin .....

**UNIT:** .....Policy and Projects.....

**EMAIL & TELEPHONE EXT:** ... ..ksimpkin@westminster.gov.uk 07583 108491.....

**DATE (DD/MM/YYYY):** .....12/10/2022.....

**THIS**

**WHAT NEXT?**

Please email your completed EIA to David O'Leary: [doleary@westminster.gov.uk](mailto:doleary@westminster.gov.uk)