



Equality Impact Assessment Form

Before completing this form, please refer to the Equality Impact Assessment Guidance documents and training materials

- EQIA Intranet Infohub
- [EQIA Guidance](#)

The Equality Impact Assessment (EQIA) will identify how any proposed policies, practices, activities, service changes or procedures will impact or affect different groups or communities if implemented. It supports officers in assessing whether the impacts are positive, negative, or unlikely to impact each of the nine protected characteristic groups. The assessment will also demonstrate whether there are ways to proactively advance equity, equality, diversity and inclusion. An EQIA is required before you finalise your proposal, or it may not be legally compliant.

If you have any questions or need feedback on your analysis, please contact the EDI team: CSPT.EDI@cityoflondon.gov.uk

Section 1: To be completed by all

Details of the lead officer completing the Assessment	Joe Mannix Licensing Policy Officer Joe.Mannix@cityoflondon.gov.uk
Department Responsible:	Licensing
Who has been involved in creating the EQIA: (please summarise/list stakeholders you have engaged with and how)	Public consultation and responsible authorities invited to consult.
Date of Initial assessment:	21 August 2024
Dates of review (as applicable)	TBC

Please refer to the EQIA guidance when completing this form

1. PROPOSAL OVERVIEW

What does the proposal aim to achieve? Please outline your proposal below

- If no potential impacts are identified at this stage, proceed to **Section 3**
- If you believe there may be potential impacts, continue to **Section 2** to complete a full EQIA.

The Pavement Licensing Policy is undergoing review, with the aim of providing safe, secure, and dynamic locations that attract businesses and people to the City; whilst providing accessible, inclusive and comfortable spaces for pedestrians or those with disabilities, and ensuring that no noise nuisance effects people living or working in the area. Alfresco Dining is regulated through the issuance of Pavement Licences under the Business and Planning Act 2020.

A Pavement Licence allows a business, or person, to install an alfresco seating area for the consumption of food or drink directly adjacent to their business premises. Businesses eligible to apply for a Pavement Licence must be either a drinking establishment (such as a Pub, Wine bar, etc.) or a business that sells food or drink for consumption either on or off the premises (such as a coffee shop, restaurant, snack shop, etc).

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Section 2: To be completed for a full EQIA

2. EVIDENCE AND IMPACT ANALYSIS

Please highlight the potential impact on these groups, actions taken to mitigate impact and advance equality, diversity and inclusion (include data/evidence upon which the analysis is based)

Protected Groups:

- Age
- Disability
- Gender Reassignment
- Marriage & Civil Partnership
- Pregnancy & Maternity
- Race
- Religion & Belief
- Sex
- Sexual Orientation

Additional Groups

- Socio-economic background
- Care leavers
- Carers & Parents
- Veterans

Where relevant note relevant intersectional impacts: where combinations of different group identities may result in unique or compounded impacts.

There are two main groups that could be directly affected by the proposal, and one group that may be indirectly affected by the proposal.

Directly: 1. Disability and 2. Maternity.

Indirectly: 3. Religion or belief.

1. Disability

A Pavement Licence allows the placing of tables and chairs on highways, which results in the reduction of available pavement for wheelchair users.

Where these licences are issued to unsuitable places, the reduction of pavement could lead to the impeding of wheelchair users, those with reduced mobility requiring walking aids, and those requiring supervision during their movement.

The Corporation has regarding and implemented the recommendations of TfL's Pedestrian Comfort Guidance for London. This guidance recommends a minimum acceptable available pathway of 2.2m, which has been established in this policy. In standard practice this would allow 2 people and 900mm space between them and any building or furniture. This space also allows for wheelchairs, walking aids or assisted movement to move unimpeded.

Furthermore, measures around ensuring applicants consider the needs of disabled persons at the point of application will be placed into Policy.

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In practice, the primary concern by disabled respondents indicated at policy consultation was the enforcement of licensed permissions.

2. Maternity

A Pavement Licences allows the placing of tables and chairs on highways, which results in the reduction of available pavement for Parents using prams to transport their infants and young children.

Where these licences are issued to unsuitable places, there would be a direct impact on parents/infants through the reduction of space on the pavement, potentially leading to reduction of safety and comfort of those using prams.

The Corporation has regarding and implemented the recommendations of TfL's Pedestrian Comfort Guidance for London. This guidance recommends a minimum acceptable available pathway of 2.2m, which has been established in this policy. In standard practice this would allow 2 people and 900mm space between them and any building or furniture. This space also allows for prams to manoeuvre unimpeded.

3. Religion or Belief

Due to the nature of pavement licensing, and it's ability to provide external space to licensed premises; it necessarily follows that there may be an indirect impact on the religiously conservative, as an activity that is often conducted inside a brick and mortar premises will be more visible. It is important to recognise the indirect impact that this may have.

All applications have a 14 day consultation period which should go some way to identifying areas where pavements licences would be unsuitable for the proposed activity. Should representation against the issuance of a licence be received, then a determination will be made based on the issues that are raised.

Notices must be fixed in place at the site, and the consultation is published on our website and sent out to those subscribing to the licensing bulletin.

We also consult with a wide range of responsible authority stakeholders, to ensure a well-rounded view is received to determine the application.

Please refer to the EQIA guidance when completing this form

3. STAKEHOLDER ENGAGEMENT, MITIGATIONS AND CHANGE

Outline any consultation/engagement activity and additional information gathered not outlined above (if relevant)

Include information on stakeholders involved, and methods used for engagement / consultation.

Describe any further work required on proposals as a consequence of engagement/consultation (if relevant)

A public and stakeholder consultation was held for 4 weeks, and hosted on the commonplace platform. An analysis of the public consultation was conducted, and as a result of this a number of point of clarification were implemented in the policy.

It was noted that the primary concern, from respondents that identified as disabled, was the enforcement of the 2.2m clear pavement areas. This issue has been flagged to for an enforcement plan to be created as part of the Licensing Service's work plan.

Overall, there is a positive impact on protected characteristic groups, and measures have been built into the policy to ensure that the Square Mile remains a positive environment for everyone that lives, works and visits the City.

The policy incorporates a number of best practice measures, and respondents to the consultation were overwhelmingly in favour of the majority of measures within the policy.

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4.MONITORING AND REVIEW

Will you monitor and review the impact of the proposal once it has been put into effect, if so how? What are the timescales for reviewing the EQIA once proposals are implemented?

This may take the form of an action plan - template available here

The proposal will be reviewed if new guidance on pavement licensing is issued by government or in any case, within three years of the policy being adopted. It may also be reviewed when information is received that there is an impact on our PSED.

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Section 3: To be completed by ALL

5. ERECORDING YOUR DECISION AND SIGN-OFF

Detail the decision of how your proposal will progress.

Describe any changes or mitigations needed for adverse impacts.

Include negative impacts that require justification.

The proposal will continue and be proposed for adoption. The proposal promotes positive impact to our communities by increasing community cohesion; by ensuring pavement licences are not granted near to sensitive areas.

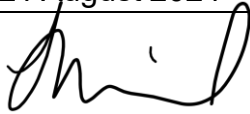
Furthermore, our policy has adopted the Transport for London's minimum pavement widths; following in depth studies by TfL into the required technical widths for access, inclusivity and best practice in London.

The policy also ensures that applications go through a consultation with a thorough consideration process to ensure that licences are appropriate for the locality they are issued to.

Please refer to the EQIA guidance when completing this form

Sign off

1. Officer completing the EQIA

Name	Joe Mannix
Job Title	Licensing Policy Officer
Date	21 August 2024
Signature	

2. Line Manager

Name	
Job Title	
Date	
Signature	

3. Senior Manager or Chief Officer

Name	
Job Title	
Date	
Signature	

Once this form has been signed off, please send a copy of the form to the EDI Team: CSPT.EDI@cityoflondon.gov.uk