



Appendix B - Equality Impact Assessment

STEP A) Description of what is to be assessed and its relevance to equality

What is being assessed? Please tick ✓

Review of a service ☐ Staff restructure ☐ Decommissioning a service ☐

Changing a policy ✓ Tendering for a new service ☐ A strategy or plan ☐

The review of the Council's Statement of Licensing Policy which takes place every 5 years and must be implemented by January 2026.

Who is accountable? E.g. Head of Service or Corporate Director

London Borough of Hillingdon – 'The Licensing Authority'

Date assessment completed and approved by accountable person

7th November 2025

Names and job titles of people carrying out the assessment

Daniel Ferrer, Licensing Team Manager

A.1) What are the main aims and intended benefits of what you are assessing?

Comprehensive review and consultation to implement the Council's new Statement of Licensing Policy. As a result, it is intended that this assessment will support effective and efficient delivery of licensing functions and the Council's objectives and allow for stakeholders views to be taken into account.

A.2) Who are the service users or staff affected by what you are assessing? What is their equality profile?

The main users of the service that will be affected will be the residents of Hillingdon.

The resident's equality profile can be found in the data and analysis from the 2021 Census and the Office for National Statistics. It highlighted the following:

Sex

Out of the 305,900 residents, 50.6% were recorded as female and 49.4% as male.

Age

Between the last two censuses (held in 2011 and 2021), the average (median) age of Hillingdon increased by one year, from 35 to 36 years of age.

Marriage & Civil Partnership

In Hillingdon, the percentage that said they were married (or in a civil partnership) rose from 47.5% in 2011 to 48.7% in 2021. The percentage of adults who had never married or registered a civil partnership in Hillingdon increased from 36.4% to 37.0%, while the percentage of adults who had divorced or dissolved a civil partnership decreased from 7.5% to 7.1%.

Religion

In 2021, 14.4% of Hillingdon residents described themselves as Muslim, up from 10.6% in 2011. The rise of 3.8 percentage points was the largest increase of all broad religious groups in Hillingdon. In 2021, 39.0% of people in Hillingdon described themselves as Christian (down from 49.2%), while 19.4% reported having "No religion" (up from 17.0% the decade before).

Ethnic Group

In 2021, 33.3% of Hillingdon residents identified their ethnic group within the "Asian, Asian British or Asian Welsh" category, up from 25.3% in 2011. The 8.0 percentage-point change was the largest increase among high-level ethnic groups in this area. In 2021, 48.2% of people in Hillingdon identified their ethnic group within the "White" category (compared with 60.6% in 2011), while 7.8% identified their ethnic group within the "Black, Black British, Black Welsh, Caribbean or African" category (compared with 7.3% the previous decade).

Disability

The percentage of people who were identified as being disabled and limited a lot in Hillingdon fell from 8.4% to 6.5%, while the percentage of people who were identified as being disabled and limited a little decreased from 9.6% to 8.2%.

A.3) Who are the stakeholders in this assessment and what is their interest in it?

Stakeholders	Interest
Applicants and licence holders	That their premises are compliant with the legislation and government guidance. In addition, that they are fully informed of the process and the implications of the reviewed Statement of Licensing Policy.
Residents	Ensuring that they are able to examine an application and submit a valid objection/representation under the legislation. Furthermore, that premises are complying with legislation and not having an adverse effect on the community.
Licensing Committee, Cabinet & Council	Ensuring that processes are followed in accordance with licensing legislation and that all information is presented to them in full so appropriate, reasonable and proportionate decisions can be made.
Chief Executive, Corporate Directors & Staff	Ensuring that processes are followed in accordance with licensing legislation and that all information is presented to them in full so appropriate, reasonable and proportionate decisions can be made.

A.4) Which protected characteristics or community issues are relevant to the assessment? ✓ in the box.

Only tick the boxes which relate to the data you have in A2.

Age	✓	Religion or belief	✓
Disability	✓	Sex	✓
Gender reassignment		Sexual Orientation	
Marriage or civil partnership	✓	Community Cohesion	
Pregnancy or maternity		Community Safety	

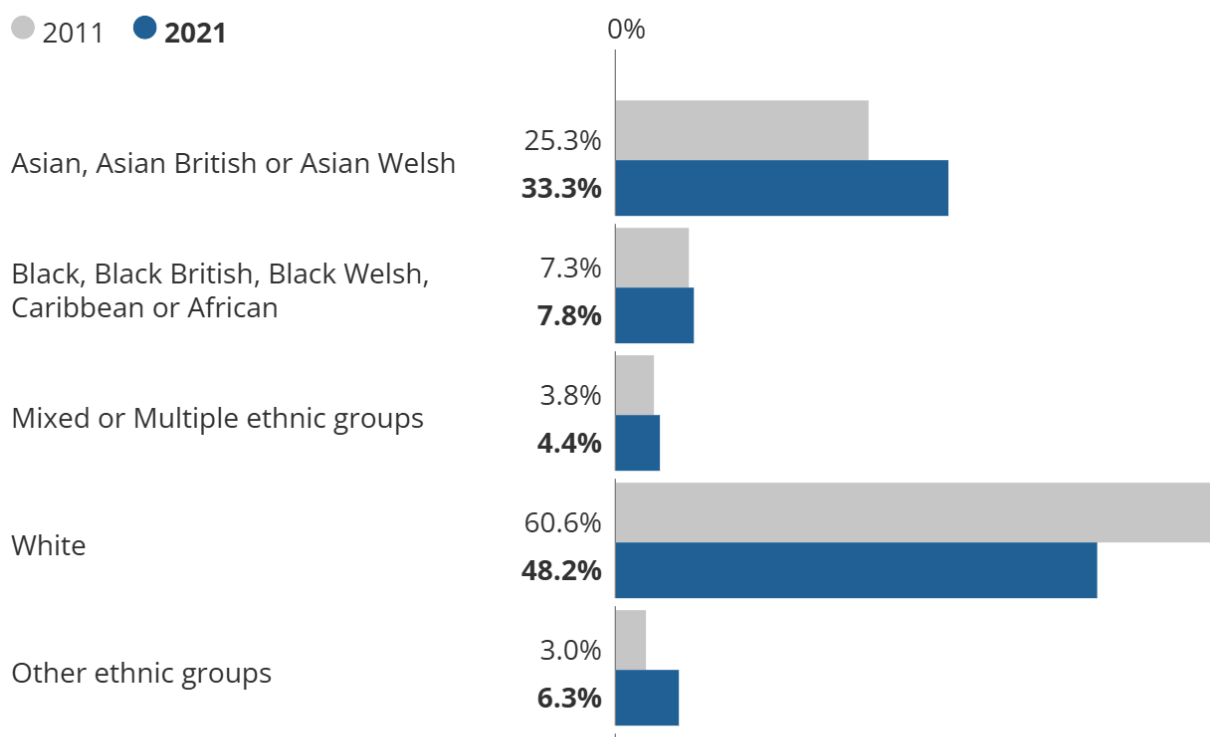
Race/Ethnicity	✓	Other – please state	
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STEP B) Consideration of information; data, research, consultation, engagement

B.1) Consideration of information and data - what have you got and what is it telling you?

In relation to the ethnic background of residents in Hillingdon, the 2021 Census provides the following breakdown of groups:

Percentage of usual residents by ethnic group, **Hillingdon**



Source: Office for National Statistics – 2011 Census and Census 2021

In addition, the 2021 Census Area Profile provides data regarding household language in the Borough:

Household language		Households	
		Hillingdon Local Authority	
		count	%
All households		109,228	100.0
All adults in household have English in England, or English or Welsh in Wales as a main language		80,103	73.3
At least one but not all adults in household have English in England, or English or Welsh in Wales as a main language		11,547	10.6
No adults in household, but at least one person aged 3 to 15 years, has English in England or English or Welsh in Wales as a main language		4,657	4.3
No people in household have English in England, or English or Welsh in Wales as a main language		12,921	11.8
Source: ONS - 2021 Census (TS025)			

Consultation

B.2) Did you carry out any consultation or engagement as part of this assessment?

Please tick ☒ NO ☐ YES ☒

If no, explain why:

B.3) Provide any other information to consider as part of the assessment

The updated Statement of Licensing Policy is not anticipated to have a significant impact as there is a strong degree of consistency between the old and draft document, it is merely reflecting updates to guidance and improvements to service users.

On the whole, the amendments proposed have been drafted to clarify, formalise and, in some cases, simplify the processes in relation to applications under the Licensing Act 2003. The main principles and concepts governing the Statement of Licensing Policy and the statutory fees remain consistent with the previous policy Statement and recognise the wider community impacts that the Licensing Authority, residents, business community and other stakeholders must be aware of when participating in the licensing process. The updated Statement of Licensing Policy recognises the need for a balance between the rights of businesses and the community.

The Licensing Authority has a public sector equality duty to the following protected characteristics:

- Age
- Disability
- Sex, gender reassignment, sexual orientation
- Pregnancy and maternity
- Race, religion or belief
- Marriage and Civil Partnership

Under the Equality Act 2010 (S.149) a public authority must, in the exercise of its functions, have due regard to the need to:-

- (a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the 2010 Act
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

C) Assessment

What did you find in B1? Who is affected? Is there, or likely to be, an impact on certain groups?

C.1) Describe any **NEGATIVE** impacts (actual or potential):

Equality Group	Impact on this group and actions you need to take
Race/Ethnicity	Low Impact. Some residents may require guidance with understanding the details set out in the Policy concerning licensing applications and the submission of representations. The Licensing Team will offer advice on the telephone and will accommodate appointments during office hours. In addition, consideration will be given to officers carrying out site visits to meet residents, so they are able to gain a better understanding of any proposed applications and an effective way of submitting representations. To support residents with limited English proficiency, translated summaries of the Licensing Policy and

	guidance on how to make representations will be made available upon request. Officers will also consider using interpretation services where appropriate.
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C.2) Describe any **POSITIVE** impacts

Equality Group	Impact on this group and actions you need to take
Race/Ethnicity	<p>Residents will feel valued and felt heard when expressing their views on behalf of their community. Furthermore, better relationships will be formed between Council Officers, members of the public and businesses.</p> <p>The Licensing Policy supports community cohesion and safety by ensuring that licensed premises operate responsibly and do not negatively impact local communities.</p>

In relation to the other Equality Groups – Age, Disability, Sex, Marriage and Civil Partnership and Religion, these have also been carefully assessed and it is deemed there will be a low impact. While no specific impacts have been identified for gender reassignment, sexual orientation, pregnancy or maternity, the Licensing Policy applies equally to all residents and does not discriminate on these grounds

D) Conclusions

Taking into account the data, the responses from the consultation and the purpose and principles of the Licensing Act 2003, it is deemed that the draft Policy will not have any adverse effects on the protected characteristics.

The Licensing Authority will continue to monitor the implementation of the updated policy to ensure it remains inclusive and responsive to the needs of all residents, particularly those with protected characteristics.



Signed and dated: 07.11.2025

Name and position: Daniel Ferrer, Licensing Team Manager