

## Appendix 3 ~ Equality Impact Assessment Template

For help in completing this assessment see the guidance notes attached to these forms

Directorate: Policy & Resources	Service: Finance
Accountable Officer: Alison Bell	Telephone & e-mail: 01452 396014 <a href="mailto:Alison.bell@gloucester.gov.uk">Alison.bell@gloucester.gov.uk</a>
Date of assessment: 08.11.2019	Who was involved in completing this assessment? Alison Bell
Name of service/function/policy/strategy or process: Local Council Tax Support Scheme	
Is this new or existing? Existing but changes proposed, hence this EQIA	
Why has this change been proposed? Amendments to the scheme are proposed	

### **Part 1 – Screening**

**1.1 Please provide an Executive Summary of this service/function/policy/strategy or process, including the reasons behind the proposed change and who will deliver this service. Remember to demonstrate how you have shown due regard to both negative and positive aspects, for example:**

#### Negative

- Discrimination, harassment, victimisation and any other prohibited conduct (state how you will eliminate this)
- Prejudice and lack of understanding (how will you foster good relations between people to tackle prejudice and promote good understanding?)
- Which protected characteristics could be negatively affected by this change? Use the table in question 2 to explain these fully

#### Positive

- Who is to benefit from this change, and what positive opportunities does this offer to Gloucester (residents, GCC and partner agencies)
- Advance equality of opportunity: (remove or minimise disadvantage; meet people's needs; take account of disabilities; encourage participation in public life). (Does not apply to marriage and civil partnership or pregnancy and maternity)
- How might ABCD approaches be implemented?

Prior to April 2013, Council Tax Benefit was administered under a national scheme set by, and fully funded by, Central Government. From April 2013 each local authority has been responsible for setting its own Local Council Tax Reduction scheme – also known as Council Tax Support (CTS). The scheme is no longer funded from Central Government and year on year the funding has reduced. Data shows that only 37 out of 326 local authorities still provide the same level of support which was available under the national scheme. The most common change to the schemes nationally has been the introduction of a minimum payment – which requires all local residents to pay at least some council tax regardless of their income. In the 2017/18 financial year 264 councils expected a minimum payment to be made.

To date, Gloucester City Council has not significantly amended its Council Tax Support scheme, however, the long term financial sustainability of the current scheme is questionable.

It is proposed that Gloucester City Council should amend its scheme from the 2020/21 year, to incorporate administrative changes only and make the scheme simpler for our customers to understand and budget.

Those of pension age remain unaffected by any of the proposed changes as Council Tax Support for pensioners was never localised and remains part of a national scheme.

The current Council Tax scheme is means tested and support is awarded dependant upon an individuals' personal, financial and household circumstances.

**1.2 Which groups could be affected by this change, in either a negative or positive way?** Please include the evidence (i.e. consultation/research) as to how you reached this decision.  
**(Positive** – it could benefit, **Negative** – it could disadvantage, **Neutral** – neither positive nor negative impact or **Not sure?**)

'Protected Characteristic'	Type of impact (Positive, Negative or Neutral)	Reason	Evidence base for decision
Age	N/A		<b>Government scheme has provided protection to this group</b>
Disability	N/A		
Gender	N/A		
Marriage and Civil Partnerships	N/A		
Pregnancy and Maternity	N/A		
Race (including Gypsy & Traveller)	N/A		
Religion/Belief	N/A		
Sexual Orientation	N/A		
Transgender	N/A		
Community Cohesion	N/A		
Other Socio-economic Groups (e.g. Single Parents)	N/A		
<b>Any Human Rights implications?</b>	Neutral	There are no HR implications / no impact as a result of this report	

**1.3 Is any part of this policy/service to be carried out wholly or partly by contractors?**

If yes, please consider equalities impact through procurement.

Yes  No

**1.4 Is a Full People Impact Assessment required?** If you have identified any potential or actual negative impact you will need to complete a Full People Impact Assessment (Part 2 below)

Yes  No Date it is to be completed:

**I AM SATISFIED A FULL PEOPLE IMPACT ASSESSMENT IS NOT REQUIRED**

<b>Author of People Impact Assessment to complete:</b>	
Assessment completed by: Ali Bell Role: Intelligent Client Officer (Revs & Bens)	Date: 08/11/2019
<b>Service Manager/ Director to Complete</b>	
Countersigned by: Role:	Date:
<b>Date Reviewed at SMT or other meeting (please state)</b>	
	Date:
<b>Cabinet Member to complete:</b>	
Signature: Post:	Date:

Attach this EIA to the relevant SMT, Cabinet or Council report. Please keep a signed copy with your team for auditing purposes and forward an electronic copy to Emily Bolland, Community Wellbeing, so that it can be archived and published, where required.