

Equality Impact Assessment (EQIA) Initial Screening

Title of EQIA	Shared Revenues Partnership – Revenues Service Screening
Date	24/09/20
Officer carrying out screening	Andrew Wilcock
Service Area	Shared Revenues Partnership – Revenues
Project Sponsor	John Chance

The characteristics protected by the Equality Act are: **Disability, Age, Sex (gender), Gender reassignment, Marriage/civil partnership, Pregnancy/maternity, Race, Sexual orientation and Religion/belief.**

The purpose of this Equality Impact Assessment is to achieve the following.

By law we must have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the 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.

Further information on each of the characteristics can be found at the end of the document.

1. Project/Proposal/ Service changes

What is proposed?	Billing and collection of Council Tax and Business Rates
Why are the changes being introduced?	None
What evidence is being used to support this equality impact analysis?	Government legislation, Council Tax/Business Rates records
How will this change be implemented?	N/A

2 Equality Impact Analysis

Who is affected?	Impact (positive/negative/no change)	Explanation of impact	Actions to mitigate any adverse impact or further promote positive impact
Age	Positive	There are discount/exemptions available that take into account personal circumstances for instance where people have had to leave their property empty due to moving to somewhere to receive care	
Disability	Positive	Council Tax includes a disabled band reduction scheme, those that qualify for this scheme are charged at the band below their property. There are also discount/exemptions available that take into account personal circumstances for instance those suffering from severe mental impairment. Where identified/requested bills are issued in large print	
Gender reassignment	There is no impact on the grounds of gender	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	

Who is affected?	Impact (positive/negative/no change)	Explanation of impact	Actions to mitigate any adverse impact or further promote positive impact
Pregnancy and maternity	There is no impact on the grounds of pregnancy and maternity	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	
Race	There is no impact on the grounds of race	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	
Religion or belief	There is no impact on the grounds of religion of belief	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	
Sex	There is no impact on the grounds of sex	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	

Who is affected?	Impact (positive/negative/no change)	Explanation of impact	Actions to mitigate any adverse impact or further promote positive impact
Sexual orientation	There is no impact on the grounds of sexual orientation	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	
Marriage and civil partnership	There is no impact on the grounds of marriage and civil partnership	None - Council Tax is billed to any individual who is over the age of 18 who have their sole or main residence in a property. Business Rates is billed to any individual or company in occupation of a business property.	

Q. The report helps us to 'eliminate unlawful discrimination, harassment & victimisation' in the following way(s):

A. Council Tax is charged to all those residents 18 and over (in line with the liability hierarchy) however there are a number of discounts, exemptions and reduction schemes to support people that meet the qualifying criteria.

Q. The report helps us to 'advance equality of opportunity...' in the following way(s):

A. Council Tax is prescribed by Central Government and all person that meet the qualifying criteria are liable. There are discounts/exemptions/reductions available where people meet certain criteria, which reduce the amount due. The service does offer bills in large print and electronic format where requested. The council's website contains a wealth of information which is accessible in accordance with the Public Sector Bodies Accessibility Regulations. There are also processes in place to support those identified a vulnerable such as ensuring entitlement to reliefs have been applied, holding off any recovery, referrals to the citizens advice, payment arrangements.

Q. The policy helps us to 'foster good relations...' in the following way(s):

A. Council Tax is charged to all those residents 18 and over (in line with the liability hierarchy) however there are a number of discounts, exemptions and reduction schemes to support people that meet the qualifying criteria. There are also processes in place to support those identified a vulnerable such as ensuring entitlement to reliefs have been applied, holding off any recovery, referrals to the citizens advice, payment arrangements.

Q. The new provisions will be reviewed in the following way(s):

A. The service provision in reviewed annually as part of setting the operations plan for the following year.

3 Sign Off

Assessment Author:	Andrew Wilcock	
Project Sponsor:	John Chance	

Please provide any supporting documents in the appendices below.

Appendix 1 – Definition of the nine Protected Characteristics listed under the Equality Act 2010

Age	Where this is referred to, it refers to a person belonging to a particular age (for example 32 year olds) or range of ages (for example 18 - 30 year olds).
Disability	A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.
Gender reassignment	This refers to a person who is proposing to undergo, is undergoing or has undergone a change from one gender to another. The Equality Act introduced a number of changes to the legal protection of transgender and transsexual people. The Act no longer requires a person to be under medical supervision to be protected - for example, a woman who decides to live permanently as a man (or visa-versa), but does not undergo any medical procedures is protected by law.
Marriage and civil partnership	Marriage is no longer restricted to a union between a man and a woman but now includes a marriage between same-sex couples. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act).
Pregnancy and maternity	Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.
Race	This refers to a group of people defined by their race, skin colour, and/or nationality (including citizenship) ethnic or national origins. The term ethnic minority community is used to define a group of people that is numerically smaller than the predominant white British community. This includes people from communities such as Irish, Turkish, Cypriot, Eastern European and Travelling people.
Religion and belief	The term "religion" refers to both the personal practices related to communal faith and to group rituals and communication stemming from shared conviction. Belief can include religious and philosophical beliefs, including lack of belief (e.g. atheism). Generally, a belief should affect your life choices or the way you live for it to be included in this definition.
Sex (Gender)	This refers to either a male (man) or female (woman).
Sexual orientation	Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

Further information on the protected characteristics can be found on the [Office of Public Sector Information Website](#)