



Equality Impact Assessment Form

1. Persons responsible for this assessment:

Names: Mandy Fathers	
Date of assessment: 19.12.19	Telephone: 01285 623571 Email: mandy.fathers@publicagroup.uk

2. Name of the policy, service, strategy, procedure or function:

Council Tax Support Scheme 2020/21

3. Briefly describe it aims and objectives

To introduce a new local Council Tax Support Scheme for 2020/21

4. Are there any external considerations? (e.g. Legislation/government directives)

Legislation detailed within paragraph 4 of the report

5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	✓ <input type="checkbox"/>	Data & statistics held internally
Recent research findings including studies of deprivation	✓ <input type="checkbox"/>	Data held internally and by Citizens Advice Bodies
Results of recent consultations and surveys	✓ <input type="checkbox"/>	Full public consultation
Results of ethnic monitoring data and any equalities data	<input type="checkbox"/>	
Anecdotal information from groups and agencies within Oxfordshire	✓ <input type="checkbox"/>	Statistics and information held by Citizens Advice and discussions with Citizens Advice
Comparisons between similar functions / policies elsewhere	✓ <input type="checkbox"/>	Local neighbouring LA's and those Cotswold District partner



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Analysis of audit reports and reviews	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	

6. Please specify how intend to gather evidence to fill any gaps identified above:

n/a

7. Has any consultation been carried out?

Yes a full public consultation has been carried out between September 2019 and November 2019

If NO please outline any planned activities

N/A

8. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	<input type="checkbox"/>
LOW – Few members of the general public/staff will be affected by this proposal	<input type="checkbox"/>
MEDIUM – A large group of the general public/staff will be affected by this proposal	<input checked="" type="checkbox"/>
HIGH – The proposal will have an impact upon the whole community/all staff	<input type="checkbox"/>
Comments: Although a large group of residents will be affected; this affect will be a positive one for the majority as more residents will qualify for an increase in Council Tax Support through the proposed scheme to that of the current scheme.	

9. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

Negative – it could disadvantage and therefore potentially not meet the General Equality duty;

Positive – it could benefit and help meet the General Equality duty;

Neutral – neither positive nor negative impact / Not sure



	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts
Age – Young People			✓	The proposal is inclusive to people of different age groups, but it is not specific to age	
Age – Old People			✓	The proposal does not include people of retirement age	
Disability			✓	The proposal is inclusive to people with disabilities but is not specific to disability	
Sex – Male			✓	The proposal is inclusive to all gender groups, but it is not specific to gender	
Sex – Female			✓		
Race including Gypsy and Travellers			✓	The proposal is inclusive to people of all races, but it is not specific to race	
Religion or Belief			✓	The proposal is inclusive to people of all religions, but it is not specific to religion	
Sexual Orientation			✓	This proposal is inclusive to all types of sexual orientation, but it is not specific to sexual orientation	
Gender Reassignment			✓	The proposal is inclusive to all gender groups, but it is not specific to gender	
Pregnancy and maternity			✓	The proposal is inclusive to people who are pregnant and/or on maternity, but it is not specific to this group	
Geographical impacts on one area			✓	The proposal is inclusive to the whole of Cotswold district	
Other Groups		✓		This proposal is inclusive to all other groups that are not mentioned	
Rural considerations: ie Access to services; leisure facilities, transport; education; employment; broadband.			✓	The proposal is inclusive to the whole of Cotswold district	

10. Action plan (add additional lines if necessary)



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Action(s)	Lead Officer	Resource	Timescale

11. Is there is anything else that you wish to add?

n/a

Declaration

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the Council and that I/we take responsibility for the completion and quality of this assessment.

Completed By:	Mandy Fathers	Role:	Business Manager : Operational Support & Enabling	Date:	19.12.19
Line Managers signature:				Date:	