

# Equality Impact Assessment Form

Please ensure that you refer to the **'Equality Impact Assessment Guidance'** while completing this form. If you would like further guidance please contact the Equalities Officer or Equalities Team

Details
Name of Initiative to be assessed: Discontinuation of the Help for Pensioners Scheme
Name of responsible officer: Mike Parry
Group/Directorate: Customer Services
Service Area: Revenues
Date: 12 May 2015

**(a) WHAT ARE YOU ASSESSING FOR IMPACT ?**

Service/ Function  <input type="checkbox"/>	Policy/ Procedure  <input checked="" type="checkbox"/>	Project  <input type="checkbox"/>	Strategy  <input type="checkbox"/>	Plan  <input type="checkbox"/>	Proposal  <input type="checkbox"/>	Information/ Position statement  <input type="checkbox"/>
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**(b) Please name and describe below**  
**Discontinuation of Help for Pensioners Scheme;**  
**A Welsh Government scheme to offer assistance with Council Tax payments to pensioners who meet the criteria set by the Authority**

**(c) IS THE DELIVERY OF THIS INITIATIVE AFFECTED BY LEGISLATION OR OTHER DRIVERS SUCH AS CODES OF PRACTICE?**  
**If so, please identify what and how?**

**(d) Does the initiative directly affect service users, employees or the wider community?**  
 Yes  Continue assessment  
 No  No need to continue screening or carry out an EqIA

**Screening/Relevance Test: Is an equality impact assessment required?**

*Screening is used to decide whether the initiative you are responsible for has a high or medium negative impact on any of the protected groups and will require a full EqIA. Please highlight the positive impact the decision will have on the protected characteristics.*

What will be the effect on :-

Protected Characteristic	Impact? <i>Include Positive and Negative</i>
Age	If the scheme were discontinued the negative impact would be low as the annual allowance is only up to a maximum of £50. (approximately 950 pensioners potentially affected)
Disability	N/A
	N/A

## Equality Impact Assessment Form

Gender Reassignment	
Marriage & Civil Partnership	N/A
Pregnancy and Maternity	N/A
Race	N/A
Religion or Belief	N/A
Sex	N/A
Sexual orientation	N/A
Carers	N/A
Welsh Language	N/A

**If after completing the EqIA screening/relevance test you determine that this service/function/policy/project is not relevant for an EqIA you must provide adequate explanation below (Please use additional pages if necessary).**

The impact is low and purely of a financial nature. It does not impact all pensioners, only those who met the criteria set by the Council. As the maximum allowance was only up to £50 and only a small proportion of pensioners qualified the overall negative impact on the Age protected characteristic is low.

**Are you happy that you have sufficient evidence to justify your decision?**

Yes ..... ✓ .....    No .....

Signed\_



Position \_\_\_\_\_ Revenue Services Manager

**N.B. If the initial screening process has identified actual or potential high or medium negative impact on a particular group or groups then you MUST carry out a full EqIA.**

### **Full Equality Impact Assessment**

*You should use the information gathered at the screening stage to assist you in identifying possible negative/adverse impact, including positive impact, and clearly identify which protected groups are affected.*

In terms of any disproportionate / negative / adverse impact that the proposal may have on a protected group, what steps (if any) could be taken to reduce that impact

## Equality Impact Assessment Form

for each group identified. Attach a separate action plan if necessary.

If ways of reducing the impact have been identified but are not possible, please explain why they are not possible.

Please highlight positive impacts and actions that have been identified as a result of the assessment process.

### Evidence Sources

(i) Give details of any data or research that has led to your reasoning above, in particular, the sources used for establishing the demographics of service users.

(ii) Give details of how you have engaged with service users on the proposals and steps to avoid any disproportionate impact on a protected group and how you have used any feedback to influence your decision.

Are you satisfied that the engagement process complies with the requirements of the Statutory Equality duties?

**Decision Log** – (detail how Elected Members and Senior Managers have been involved in the decision process (give dates of key meetings and decisions made))

### Review

**Date of Next Review:**


**If review is not required, explain why.**

**Proposal is to discontinue with the allowance, therefore no further review is required.**

**Approved by: M Parry**

**Signature:**

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<b>Job Title:</b> Revenue Services Manager
<b>Approval date:</b> 12 <sup>th</sup> May 2015

<b>Date of Update:</b>
<b>Update recording</b>