



# Equality Impact Assessment Toolkit (March 2017)

## **Section 1: Your details**

**EIA lead Officer:** Peter McCann

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**Head of Section:** Lisa Jamieson

**Chief Officer:** Shaer Halewood

**Directorate:** Finance and Investments

**Date:** 1<sup>st</sup> October 2019

## **Section 2: What Council proposal is being assessed?**

Amendment to the Council Tax Reduction Scheme for Wirral

### **Section 2a: Will this EIA be submitted to a Cabinet or Committee meeting?**

**Yes**

**If 'yes' please state which meeting and what date**

Cabinet 24<sup>th</sup> November 2019

**Please select hyperlink to where your EIA is/will be published on the Council's website (please select appropriate link & delete those not relevant)**

**Delivery** (Customer Services, Adult & Disability Services, Community Services, Merseyside Pension Fund, Environmental Services)

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2017/delivery>

**Section 3:** Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state e.g.: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

**Section 4:**

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

<b>Which group(s) of people could be affected</b>	<b>Potential positive or negative impact</b>	<b>Action required to mitigate any potential negative impact</b>	<b>Lead person</b>	<b>Timescale</b>	<b>Resource implications</b>
Households with lower incomes who claim Council Tax Reduction from Wirral Council.	Positive impact. It will reduce the minimum amount that they will need to pay when claiming Council Tax Benefit from 22% to 12%.	There is no negative impact	Peter McCann	April 2020 if approved by Members	None

**Section 4a: Where and how will the above actions be monitored?**

The additional Council Tax Reduction awarded will be monitored by staff within the Revenues & Customer Services Division. However, as the amount of Council Tax Reduction increases each year it will not be possible to specifically identify the amount of additional help related to this new initiative.

**Section 4b: If you think there is no negative impact, what is your reasoning behind this?**

People who claim Council Tax Reduction in Wirral are either in a protected group (Pensioners , people claiming certain disability benefits) or a non protected group (working age people who do not claim disability benefits)

The protected groups will remain unchanged by the proposal. They have no minimum amount to pay in the calculation.

The only people it will impact on are the non protected groups and these can only gain (the starting point is reduced from a 22% minimum payment to 12%)

**Section 5: What research / data / information have you used in support of this process?**

Date obtained from the Council Tax System

Test results from the new calculation

**Section 6: Are you intending to carry out any consultation with regard to this Council proposal?**

**Yes**

**If 'yes' please continue to section 7.**

**If 'no' please state your reason(s) why:**

(please stop here and email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing)

## **Section 7: How will consultation take place and by when?**

The consultation has taken place during the summer, carried out by our Communication colleagues who conducted the consultation on our behalf.

Before you complete your consultation, please email your preliminary EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) for publishing.

## **Section 8: Have you remembered to:**

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to [engage@wirral.gov.uk](mailto:engage@wirral.gov.uk) via your Chief Officer for re-publishing?**