

Dacorum BC Community Impact Assessment (CIA) Template

Policy / service / decision	Council Tax Support (CTS) scheme
<p>Description of what is being impact assessed</p> <p><i>What are the aims of the service, proposal, project? What outcomes do you want to achieve? What are the reasons for the proposal or change? Do you need to reference/consider any related projects?</i></p> <p><i>Stakeholders; Who will be affected? Which protected characteristics is it most relevant to? Consider the public, service users, partners, staff, Members, etc</i></p> <p><i>It is advisable to involve at least one colleague in the preparation of the assessment, dependent on likely level of impact</i></p>	
<p>CTS provides financial support to low income households by reducing their council tax bill. The proposed changes will increase the maximum support available to certain working age residents</p>	
<p>Evidence</p>	
<p>What data/information have you used to assess how this policy/service/decision might impact on protected groups? <i>(include relevant national/local data, research, monitoring information, service user feedback, complaints, audits, consultations, CIAs from other projects or other local authorities, etc.). You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.</i></p>	
<p>The benefits service already holds detailed data about current applicants for CTS, and has been able to use this to model the impact of the proposed changes</p>	
<p>Who have you consulted with to assess possible impact on protected groups? <i>If you have not consulted other people, please explain why? You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.</i></p>	
<p>No consultation has taken place at present. There are two reasons for this:</p> <ol style="list-style-type: none"> 1) The proposed changes should have no negative impact on any protected groups 2) The law requires consultation on proposed changes, and this CIA will be updated with any additional information provided by that consultation process. 	

Analysis of impact on protected groups (and others)

The Public Sector Equality Duty requires Dacorum BC to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service/decision will achieve these aims. Using the table below, detail what considerations and potential impacts against each of these using the evidence that you have collated and your own understanding. Based on this information, make an assessment of the likely outcome, **before** you have implemented any mitigation.

- The PCs of *Marriage and Civil Partnership* and *Pregnancy and Maternity* should be added if their inclusion is relevant for impact assessment.
- Use “insert below” menu layout option to insert extra rows where relevant (e.g. extra rows for different impairments within Disability).

Summary of impact		Negative impact / outcome	Neutral impact / outcome	Positive impact / outcome
Protected group	<i>What do you know? What do people tell you? Summary of data and feedback about service users and the wider community/ public. Who uses / will use the service? Who doesn't / can't and why? Feedback/complaints?</i>			
Age	The proposed changes will affect working age residents only. CTS rules for those of pension age are set on a national level	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability (physical, intellectual, mental) <i>Refer to CIA Guidance Notes and Mental Illness & Learning Disability Guide</i>	Residents within this protected group already have their CTS calculated in the way that the proposed changes will extend to all working age residents.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	No impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Race and ethnicity	No impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	No impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	No impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	No impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Not protected characteristics but consider other factors, e.g. carers, veterans, homeless, low income, loneliness, rurality etc.	The proposed changes will provide additional financial support to low income council tax payers. Some of the residents who will benefit may be carers.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Negative impacts / outcomes action plan

Where you have ascertained that there will potentially be negative impacts / outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken

(copy & paste the negative impact / outcome then detail action)

Date**Person responsible****Action complete**

Select date

**If negative impacts / outcomes remain, please provide an explanation below.****Completed by (all involved in CIA)****Chris Baker (Head of Revenues & Benefits), Stuart Potton (Revenues & Benefits Support Manager)****Date****22/8/23****Signed off by****Chris Baker****Date****22/8/23**

Entered onto CIA database - date	
To be reviewed by (officer name)	
Review date	