

Equality Impact Relevance Check Form



The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required.

What is the proposal?	
Name of the proposal	Revisions to Discretionary Charging Schedule
Type of proposal (new or changed Strategy, policy, project, service or budget):	Changes to existing discretionary service fees
Brief description of the proposal:	To improve cost recovery for discretionary services
Name of lead officer:	John Hammond

You should consider whether the proposal has the potential to negatively impact on citizens or staff in the following ways:

- Access to or participation in a service,
- Levels of representation in our workforce, or
- Reducing quality of life (i.e. health, education, standard of living)

A negative impact is any change that could be considered detrimental. If a negative impact is imposed on any citizens or staff with protected characteristics, the Council has a legal duty to undertake a full Equality Impact Assessment.

Could your proposal negatively impact citizens with protected characteristics? (This includes service users and the wider community)	NO
Could your proposal negatively impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)	NO

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
The proposed changes to the charging schedule reflect changes in costs over a five year period as well as best practice from comparable Councils delivering similar services. Furthermore, and of critical significance is that this is a discretionary service which residents can choose to use but are under no compulsion to do so. It is considered, therefore, that the proposal will not have any negative impacts on people sharing Protected Characteristics. A full EIA is, therefore, not required.	
Service Director / Manager sign-off and date	John Hammond 10/02/2022
Equalities Officer sign-off and date	Dave Crisfield 30 th March 2022