

# Cabinet Agenda



**Date:** Tuesday, 5 February 2019

**Time:** 4.00 pm

**Venue:** The Council Chamber - City Hall, College Green, Bristol, BS1 5TR

## Distribution:

**Cabinet Members:** Mayor Marvin Rees, Nicola Beech, Craig Cheney, Asher Craig, Kye Dudd, Helen Godwin, Helen Holland, Anna Keen and Paul Smith

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**Date:** Monday, 28 January 2019



# Agenda

- 12. Temple Quarter Enterprise Zone Infrastructure Programme  
Budget Review** **(Pages 3 - 4)**
  
- 13. South Bristol Sports Centre** **(Pages 5 - 6)**
  
- 16. APR 16 Council Tax Long Term Empty Properties** **(Pages 7 - 22)**



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

## **South Bristol Sports Centre (SBSC) Reconstruction of the fire-damaged buildings**

Supporting statement for the tendering of the reconstruction works of the property following a major fire in May 2018.

### **Background:**

South Bristol Sports Centre is a multi-sports facility complex located on West Town Lane in Stockwood ward, Bristol. Bristol City Council has been the landowner of the whole site since 2000 when it was acquired from the Imperial Sports Ground. South Bristol Sports Centre (SBSC) were granted a 25-year lease from Bristol City Council in July 2007 to manage and run the premises, taking all responsibility for ongoing maintenance.

This has allowed for redevelopment of the site, improving the facilities and adding new ones, including synthetic surface sport pitches.

SBSC, a registered charity, are committed the principles of community inclusion in south Bristol, ensuring the site is used by a range of people for a wide variety of purposes, putting it at the heart of the local community.

Sadly a fire broke out on 12 May 2018, causing significant damage to the central building, including the gym, the sauna, and squash courts. There was also smoke and water damage to the main pavilion building, meaning it had to be closed. Since then SBSC has continued to operate the remaining facilities and has used temporary structures to provide services.

### **Repair**

In order to expedite the repair of the facility as quickly as possible a two phased approach to the project has been recommended and supported by SBSC.

Phase 1 is the drying, restoration and reinstatement works to the pavilion and reception area. Following the appointment of a contractor in January 2019, work is due to start on 4 February 2019 and are expected to complete at June 2019.

Phase 2 is much larger programme of works to rebuild the central building. The contract will require spending above £500k over the course of the project and therefore a cabinet decision is required.

The reinstatement costs for the work have now been established by the project design team and these figures will not change. The work will be ready to go to tender at the end of February and it is imperative that there is no delay in this process so the deadline for handover of the buildings back to the tenant can be met.

The trustees have suggested using this opportunity to explore alterations to the internal layout of the building to ensure it meets their current and future needs. With Bristol City Council as landowner supportive of this, conversations are continuing and will inform the final tender document, however a cabinet decision is sought on the understanding that any potential alterations are subject to being "cost neutral" or less to the Council's insurers, and would have to comply with planning permission requirements.

The total cost of the works (both phase 1 and 2) is estimated at £1.935M (ex VAT), subject to a formal tender process.

Bristol City Council is fully insured with Zurich Insurance Group Limited for the full costs of all works, including consultant's fees. Zurich has already agreed to fund the works in full and will forward payments on a monthly basis to ensure there are no cash flow implications for the Council.

### **Next Steps**

The trustees for SBSC have expressed concerns regarding the project including time delays and the loss of income from hospitality as well as sport facilities, they are experiencing, which poses a risk to continuing viability of their business. Trustees have met with representatives of the Mayor's Office to highlight these concerns and continue to meet with the Council's project team to ensure communication is open.

The current lease between Bristol City Council and SBSC allows for the tenant to determine if reinstatement works are not carried out within 18 months of a successful insurance claim. BCC therefore has a time-bound legal obligation to rebuild in the event of a fire. That contractual obligation will not be met unless the current reinstatement programme is adhered to.

In line with Bristol City Council requirements, a key decision is required by cabinet in order to tender and award the reconstruction contract, which is worth over £500k.

Subject to cabinet approval the contract will be tendered in line with usual procurement policy, and the decision to award will be approved by the Executive Director for Growth and Regeneration in consultation with the Deputy Mayor with responsibility for governance, finance and performance.

# Decision Pathway Report

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**PURPOSE:** Key decision

**MEETING:** Cabinet

**DATE:** 05 February 2019

<b>TITLE</b>	<b>Council Tax Long Term Empty Properties</b>		
<b>Ward(s)</b>	<i>Whole City</i>		
<b>Author:</b> Martin Smith	<b>Job title:</b> Head of Revenues		
<b>Cabinet lead:</b> Cllr Cheney	<b>Executive Director lead:</b> Denise Murray		
<b>Proposal origin:</b> <i>Councillor</i>			
<b>Decision maker:</b> Full Council			
<b>Decision forum:</b> <i>Full Council</i>			
<b>Purpose of Report:</b>			
<p>To seek Cabinet approval and recommendation to Full Council for decision in relation to the following proposals</p> <p>Long term empty property is defined as being unoccupied and substantially unfurnished for at least 2 years.</p> <p>On 26 July 2012 the Council approved 'Technical Reforms of Council Tax' to levy a discretionary "relevant maximum" 50% premium if properties are empty for more than 2 years.</p> <p>The Local Government Finance Act 1992 was amended last year to allow councils to increase the long-term empty dwelling premium over the next three financial years as outlined below:</p>			
	Dwelling empty for less than 5 years, but at least 2 years	Dwelling empty for less than 10 years, but at least 5 years	Dwelling empty for 10 years or more
1 April 2019	100%	100%	100%
1 April 2020	100%	200%	200%
1 April 2021	100%	200%	300%
<p>The council tax premium will not apply in certain circumstances, where properties are exempt e.g. where an owner has gone into a hospital or care home, has moved to another residence to receive or provide care, or who has died, these are well understood and publicised .</p> <p>This report seeks approval to increase/implement premiums at these relevant maximums.</p>			
<b>Evidence Base:</b>			
<ol style="list-style-type: none"> <li>1. There are currently 291 domestic properties that have been empty and unfurnished for a minimum of 2 years and are currently paying the relevant maximum of 50% premium. This report seeks to adopt the maximum increase in Council tax for these properties, from 1 April 2019.</li> </ol>			
<b>Cabinet Member / Officer Recommendations:</b>			
<p>That Cabinet approve and recommend to Full Council for decision on the 26<sup>th</sup> February</p> <ol style="list-style-type: none"> <li>1. An increase in the existing premium from 50% to the relevant maximum permitted by legislation on 1 April 2019 (100%).</li> <li>2. The introduction of premiums, at the relevant maximum percentage permitted by legislation, on 1 April 2020 (200%) for dwelling empty for less than 10 years, but at least 5 years and 1 April 2021 (300%) for dwelling empty for 10 years or more.</li> <li>3. That Cabinet Notes that the financial implications of this decision will be incorporated in the budget report to be considered by Full Council on 26 February</li> </ol>			
<b>Corporate Strategy alignment:</b>			
<ol style="list-style-type: none"> <li>1. To reduce the number of long term empty properties and help meet rising demand of for housing in the City</li> </ol>			
<b>City Benefits:</b>			

1. To reduce the number of long term empty properties and help meet rising demand of for housing in the City

**Consultation Details:**

1. **Member Consultation**

<b>Revenue Cost</b>	£Zero	<b>Source of Revenue Funding</b>	N/A
<b>Capital Cost</b>	£Zero	<b>Source of Capital Funding</b>	N/A
<b>One off cost</b> <input type="checkbox"/>	<b>Ongoing cost</b> <input type="checkbox"/>	<b>Saving Proposal</b> <input type="checkbox"/>	<b>Income generation proposal</b> <input checked="" type="checkbox"/>

**Required information to be completed by Financial/Legal/ICT/ HR partners:**

**Finance Advice:** Adoption of this policy from 1 April 2019 could generate gross additional council tax income of £222k during 2019/20, which would accrue to the Collection Fund. The Council's share of this is around 85%, or £189k, which would benefit the General Fund in financial year 2020/21. The balance would be passed to our preceptors, Avon Fire Authority and The Crime Commissioner for Avon and Somerset.

Assuming no change in the profile of long-term unfurnished empty properties, in 2020/21 the additional increase to 200% for those dwellings left vacant for over 5 years could increase General Fund income by up a further £330k. However there is a significant risk that changes in the status of vacant properties will reduce that income. This will be reviewed as part of the 2020/21 budget process, and so for current budget planning only the initial impact regarding the Collection Fund for 2019/20 and subsequently the General Fund for 2020/21 (£189k additional Council Tax income) should be reflected.

There are currently 21 empty properties owned by the City Council (15 HRA and 6 General Fund). Adoption of this policy would increase the Council's council tax liability for 2019/20 by £15.3k. This would be an in-year charge to the HRA of £10.2k and the General Fund of £5.1k. These will need to be contained within existing service budgets.

Occupation of vacant long term empties under current arrangements may generate additional New Homes Bonus. This will be reviewed as part of the 2020/21 budget process.

**Finance Business Partner: Tony Whitlock 17 January 2019**

**2. Legal Advice:**

The proposed increases set out in this report are in line with the relevant legislation.

The Public Sector Equality Duty requires the decision maker to consider the need to promote equality for persons with "protected characteristics" and to have due regard to the need to i) eliminate discrimination, harassment, and victimisation; ii) advance equality of opportunity; and iii) foster good relations between persons who share a relevant protected characteristic and those who do not share it.

The Equalities Impact Assessment is designed to assess whether there are any particular impacts of the decision on people with a protected characteristic. The decision maker must take into consideration the information in the assessment before taking the decision.

**Legal Team Leader:** Nancy Rollason, Head of Legal Service 1 February 2019

**3. Implications on IT: There are no IT implications arising from this report**

**IT Team Leader:** Ian Gale, Service Manager, service delivery and integration.

**4. HR Advice: No HR implications**

**HR Partner:** James Brereton (People & Culture Manager)

**Background Documents:** Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018  
<http://www.legislation.gov.uk/ukpga/2018/25/section/2/enacted>

Appendix A2		
<b>EDM Sign-off</b>	Denise Murray	16 January 2019
<b>Cabinet Member sign-off</b>	Cllr Cheney	14 January 2019
<b>CLB Sign-off</b>	Not required	
<b>For Key Decisions - Mayor's Office sign-off</b>	Mayor's Office	1 February 2019

<b>Appendix A/A1 and A2 – Further essential background / detail on the proposal</b>	<b>YES</b>
<b>Appendix B – Details of consultation carried out - internal and external</b>	<b>NO</b>
<b>Appendix C – Summary of any engagement with scrutiny</b>	<b>NO</b>
<b>Appendix D – Risk assessment</b>	<b>NO</b>
<b>Appendix E – Equalities screening / impact assessment of proposal</b>	<b>YES</b>
<b>Appendix F – Eco-impact screening/ impact assessment of proposal</b>	<b>NO</b>
<b>Appendix G – Financial Advice</b>	<b>NO</b>
<b>Appendix H – Legal Advice</b>	<b>NO</b>
<b>Appendix I – Exempt Information</b>	Choose an item.
<b>Appendix J – HR advice</b>	<b>NO</b>
<b>Appendix K – ICT</b>	<b>NO</b>

	A	B	C	D	E	F	G	H	Total
Projected PREM100	65	69	15	12	8	8	2	0	179
Projected PREM200	20	17	9	4	1	3	0	0	54
Projected PREM300	31	16	6	3	2	0	0	0	58
Current PREM50	116	102	30	19	11	11	2	0	291
<b>2018 Band per dwelling</b>	<b>£1,260.74</b>	<b>£1,470.85</b>	<b>£1,680.97</b>	<b>£1,891.10</b>	<b>£2,311.35</b>	<b>£2,731.58</b>	<b>£3,151.84</b>	<b>£3,782.20</b>	
<b>Full Charge 2018</b>	<b>£146,245.84</b>	<b>£150,026.70</b>	<b>£50,429.10</b>	<b>£35,930.90</b>	<b>£25,424.85</b>	<b>£30,047.38</b>	<b>£6,303.68</b>	<b>£0.00</b>	<b>£444,408.45</b>
Full Charge plus 100 premium 1 April 2019 (all Prem50's as at now)	£146,245.84	£150,026.70	£50,429.10	£35,930.90	£25,424.85	£30,047.38	£6,303.68	£0.00	£444,408.45
<i>Full Charge plus 100 premium 1 April 2020 less than 5 years,</i>	<i>£81,948.10</i>	<i>£101,488.65</i>	<i>£25,214.55</i>	<i>£22,693.20</i>	<i>£18,490.80</i>	<i>£21,852.64</i>	<i>£6,303.68</i>	<i>£0.00</i>	<i>£277,991.62</i>
<i>Full Charge plus 200 premium 1 April 2020 is at least 5 years,</i>	<i>£128,595.48</i>	<i>£97,076.10</i>	<i>£50,429.10</i>	<i>£26,475.40</i>	<i>£13,868.10</i>	<i>£16,389.48</i>	<i>£0.00</i>	<i>£0.00</i>	<i>£332,833.66</i>
<i>Full Charge plus 100 premium 1 April 2021 less than 5 years,</i>	<i>£81,948.10</i>	<i>£101,488.65</i>	<i>£25,214.55</i>	<i>£22,693.20</i>	<i>£18,490.80</i>	<i>£21,852.64</i>	<i>£6,303.68</i>	<i>£0.00</i>	<i>£277,991.62</i>
<i>Full Charge plus 200 premium 1 April 2021 is at least 5 years,</i>	<i>£50,429.60</i>	<i>£50,008.90</i>	<i>£30,257.46</i>	<i>£15,128.80</i>	<i>£4,622.70</i>	<i>£16,389.48</i>	<i>£0.00</i>	<i>£0.00</i>	<i>£166,836.94</i>
<i>Full Charge plus 300 premium 1 April 2021 is at least 10 years,</i>	<i>£117,248.82</i>	<i>£70,600.80</i>	<i>£30,257.46</i>	<i>£17,019.90</i>	<i>£13,868.10</i>	<i>£0.00</i>	<i>£0.00</i>	<i>£0.00</i>	<i>£248,995.08</i>
<b>50 premium 1 April 2018</b>	<b>£73,122.92</b>	<b>£75,013.35</b>	<b>£25,214.55</b>	<b>£17,965.45</b>	<b>£12,712.43</b>	<b>£15,023.69</b>	<b>£3,151.84</b>	<b>£0.00</b>	<b>£222,204.23</b>
<b>Full Charge 2018</b>	<b>£146,245.84</b>	<b>£150,026.70</b>	<b>£50,429.10</b>	<b>£35,930.90</b>	<b>£25,424.85</b>	<b>£30,047.38</b>	<b>£6,303.68</b>	<b>£0.00</b>	<b>£444,408.45</b>
<b>Full Charge plus 50 premium 1 April 2018</b>	<b>£219,368.76</b>	<b>£225,040.05</b>	<b>£75,643.65</b>	<b>£53,896.35</b>	<b>£38,137.28</b>	<b>£45,071.07</b>	<b>£9,455.52</b>	<b>£0.00</b>	<b>£666,612.68</b>



# Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018

CHAPTER 25

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Explanatory Notes have been produced to assist in the  
understanding of this Act and are available separately

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£4.90





# Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018

## CHAPTER 25

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- 1 Hereditaments occupied or owned by the same person

#### *Council tax in England*

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- 3 Extent, interpretation and short title





# Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018

## 2018 CHAPTER 25

An Act to make provision, where two or more hereditaments occupied or owned by the same person meet certain conditions as to contiguity, for those hereditaments to be treated for the purposes of non-domestic rating as one hereditament; and to increase the percentage by which a billing authority in England may increase the council tax payable in respect of a long-term empty dwelling. [1st November 2018]

**B**E IT ENACTED by the Queen's most Excellent Majesty, by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows:—

### *Non-domestic rating in England*

#### **1 Hereditaments occupied or owned by the same person**

- (1) In Part 3 of the Local Government Finance Act 1988 (non-domestic rating), in section 64 (hereditaments), after subsection (3) insert—

“(3ZA) In relation to England, where—

- (a) two or more hereditaments (whether in the same building or otherwise) are occupied by the same person,
- (b) the hereditaments meet the contiguity condition (see subsection (3ZC)), and
- (c) none of the hereditaments is used for a purpose which is wholly different from the purpose for which any of the other hereditaments is used,

the hereditaments shall be treated as one hereditament.

- (3ZB) In relation to England, where –
- (a) two or more hereditaments (whether in the same building or otherwise) are –
    - (i) owned by the same person, and
    - (ii) unoccupied,
  - (b) the hereditaments –
    - (i) ceased to be occupied on the same day, and
    - (ii) have each remained unoccupied since that day,
  - (c) immediately before that day, the hereditaments were, or formed part of, a single hereditament by virtue of subsection (3ZA), and
  - (d) the hereditaments meet the contiguity condition (see subsection (3ZC)),

the hereditaments shall be treated as one hereditament.

- (3ZC) The hereditaments meet the contiguity condition if –
- (a) at least two of the hereditaments are contiguous, and
  - (b) where not all of the hereditaments are contiguous with each other –
    - (i) one or more of the other hereditaments is contiguous with one or more of the hereditaments falling within paragraph (a), and
    - (ii) each of the remaining hereditaments (if any) is contiguous with at least one hereditament that falls within sub-paragraph (i) or this sub-paragraph.

- (3ZD) For the purposes of subsection (3ZC) two hereditaments are contiguous if –

- (a) some or all of a wall, fence or other means of enclosure of one hereditament forms all or part of a wall, fence or other means of enclosure of the other hereditament, or
- (b) the hereditaments are on consecutive storeys of a building and some or all of the floor of one hereditament lies directly above all or part of the ceiling of the other hereditament,

and hereditaments occupied or owned by the same person are not prevented from being contiguous under paragraph (a) or (b) merely because there is a space between them that is not occupied or owned by that person.”

- (2) The amendments made by subsection (1) have effect for financial years beginning on or after 1 April 2010.

### *Council tax in England*

## **2 Higher amount for long-term empty dwellings**

- (1) Section 11B of LGFA 1992 (higher amount for long-term empty dwellings: England) is amended as follows.
- (2) In subsection (1)(b) (maximum percentage by which council tax may be increased) –
  - (a) after “that day” insert “(“the relevant day”)", and
  - (b) for “50” substitute “the relevant maximum”.

- (3) After subsection (1) insert –
- “(1A) For the financial year beginning on 1 April 2019 the “relevant maximum” is 100.
- (1B) For the financial year beginning on 1 April 2020 the “relevant maximum” is –
- (a) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is less than 5 years, 100;
  - (b) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is at least 5 years, 200.
- (1C) For financial years beginning on or after 1 April 2021 the “relevant maximum” is –
- (a) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is less than 5 years, 100;
  - (b) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is at least 5 years but less than 10 years, 200;
  - (c) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is at least 10 years, 300.”

(4) The amendments made by subsections (1) to (3) have effect for financial years beginning on or after 1 April 2019 (and it does not matter whether the period mentioned in section 11B(8) of LGFA 1992 begins before this section comes into force).

(5) In this section “LGFA 1992” means the Local Government Finance Act 1992.

*General provisions*

**3 Extent, interpretation and short title**

- (1) This Act extends to England and Wales.
- (2) In this Act “financial year” means a period of 12 months beginning with 1 April.
- (3) This Act may be cited as the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018.



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## Bristol City Council Equality Impact Assessment Form

(Please refer to the Equality Impact Assessment guidance when completing this form)



Name of proposal	Council Tax Long Term Empty Properties
Directorate and Service Area	Finance, Revenues
Name of Lead Officer	Martin Smith

### Step 1: What is the proposal?

Please explain your proposal in Plain English, avoiding acronyms and jargon. This section should explain how the proposal will impact service users, staff and/or the wider community.

#### 1.1 What is the proposal?

Long term empty property is defined as being unoccupied and substantially unfurnished for at least 2 years.

On 26 July 2012 the Council approved 'Technical Reforms of Council Tax' to levy a "relevant maximum" 50% premium if properties are empty for more than 2 years.

The council tax (empty dwelling) Act 2018 allows councils to increase the long term empty premium to a maximum of 100% from 1 April 2019, up to a maximum of 200% from 2020 and up to a maximum of 300% from 2021 for properties that have remained empty for more than 5 and 10 years.

The proposal is to increase the "relevant maximum" from the current 50% premium to the new maximum level of 100% for 2019, 200% from 2020 and 300% from 2021 for properties that have remained empty for more than 5 and 10 years.

### Step 2: What information do we have?

Decisions must be evidence-based, and involve people with protected characteristics that could be affected. Please use this section to demonstrate understanding of who could be affected by the proposal.

**2.1 What data or evidence is there which tells us who is, or could be affected?**

- There are currently 276, (as at 11 January 2019), long term empty properties. This figure had remained very static, at 291, over the last two years although it has begun to drop slowly recently.
- 34% of the long term empty properties are owned or leased by Businesses. The remaining 66% are owned or leased by private citizens
- Long term empty properties are not concentrated in any one ward and are split across the city. Every ward within the city boundary has at least one property that is classed as long term empty.

**2.2 Who is missing? Are there any gaps in the data?**

- We do not have equalities data about the individuals or most of the businesses who own empty homes, so we are not able to identify whether any groups of people with protected characteristics are under/over represented.

**2.3 How have we involved, or will we involve, communities and groups that could be affected?**

- Some long term empty properties may be owned by citizens from particular equality groups but there is no evidence to assess whether some groups are more likely to own properties than other groups

**Step 3: Who might the proposal impact?**

Analysis of impacts on people with protected characteristics must be rigorous. Please demonstrate your analysis of any impacts in this section, referring to all of the equalities groups as defined in the Equality Act 2010.

**3.1 Does the proposal have any potentially adverse impacts on people with protected characteristics?**

Although many empty properties are owned by businesses including private landlords there may be instances where vulnerable citizens are owners of empty properties who may need additional advice or support – including:

- People with a learning disability who may have inherited property
- Disabled people including physical / sensory impairment anxiety/depression or a mental health condition etc. that may reduce their capacity to manage their affairs or circumstances.

### 3.2 Can these impacts be mitigated or justified? If so, how?

- By allowing 2 years of a property being empty before the premium applies will reduce the potential for negative impacts, for citizens with protected characteristics, as this will in most cases allow a suitable time period within which to make arrangements to dispose, lease or occupy a property should an unexpected need arise.
- We will offer translation services, such as language line, document translation into community languages (including British sign language) as appropriate.
- Ensure that publicity and communication of recommended changes takes place as early as possible after the Council's decision
- Ensure advice is well publicised and readily available on the Council's website.
- If there are exemptions e.g. where an owner has gone into a hospital or care home, has moved to another residence to receive or provide care, or who has died – these are well understood and publicised.
- Referrals to third sector advice agencies where appropriate to mitigate the financial impact on vulnerable citizens.

### 3.3 Does the proposal create any benefits for people with protected characteristics?

- Residents are likely to regard empty properties as having a negative effect on communities, because of anti-social behaviour e.g. squatting and vandalism. The proposal is expected to encourage earlier occupancy and this is likely to have a positive impact on all citizens including those with protected characteristics.
- To reduce the number of long term empty properties and help meet rising demand for housing in the city.

### 3.4 Can they be maximised? If so, how?

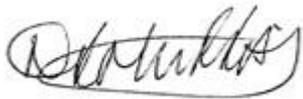
- Advice and information in accessible formats and community languages
- Early notice of proposed increase

## Step 4: So what?

The Equality Impact Assessment must be able to influence the proposal and decision. This section asks how your understanding of impacts on people with protected characteristics has influenced your proposal, and how the findings of your Equality Impact Assessment can be measured going forward.

### 4.1 How has the equality impact assessment informed or changed the

proposal?
<ul style="list-style-type: none"> <li>• Made recommendations for a full communications plan, including translation services, such as language line, document translation into community languages (including British sign language) as appropriate.</li> <li>• Led to better consideration of mitigations for vulnerable customers.</li> </ul>
4.2 What actions have been identified going forward?
<ul style="list-style-type: none"> <li>• Contact with third sector advice agencies</li> <li>• Dedicated web page with automated channel direct to back office Council Tax specialist</li> </ul>
4.3 How will the impact of your proposal and actions be measured moving forward?
<ul style="list-style-type: none"> <li>• Reduction in number of long term empty properties, to help meet rising demand for housing in the City</li> </ul>

Service Director Sign-Off: 	Equalities Officer Sign Off:  Duncan Fleming
Date: 31/01/2019	Date: 17/1/2019