

## Appendix E – Bristol City Council Equality Impact Relevance Check



This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.

<b>What is the proposal?</b>	
Name of proposal	Review of the Council Tax Reduction scheme for 2019/20
Please outline the proposal	<p>The Council Tax Reduction (CTR) scheme is a discount scheme that supports over 36,000 households in Bristol who are on a low income with the cost of their council tax. Pensioners are protected from any changes under a nationally prescribed scheme.</p> <p>No significant changes are proposed as a result of this review. One administrative change has been proposed. This is the use of notifications received from the Department for Work and Pensions (DWP) as an application for CTR. This will safeguard take-up of the discount to those who are entitled to receive it.</p>
What savings will this proposal achieve?	None
Name of Lead Officer	Matthew Kendall, Benefits Technical Manager
<b>Could your proposal impact citizens with protected characteristics?</b> (This includes service users and the wider community)	
Please outline where there may be significant opportunities or positive impacts, and for whom.	
<p>There would be positive impacts for all citizens, including disabled people, who are making a new claim for Universal Credit (UC) with the DWP. This is because they will no longer be required to make a separate application for CTR. The start date for their discount will be determined from the date of their UC award. This would reduce the likelihood of applications being missed and recovery action taken against households who are on a low income and would otherwise be entitled to the discount.</p> <p>In taking the decision to maintain the current scheme, this investment of funds will keep a significant benefit in place for many households who have protected characteristics, particularly females, those from BME communities and disabled people.</p> <p>Whilst the split between claims for single people of working age without children is roughly equal (6,500 men and 5,000 women), women make up over 95% of single parent households in the working age CTR caseload (this is higher than the national average of 86% in 2016).</p> <p>Single parents make up 8,500 of the households currently receiving CTR and the majority of those receiving CTR based on an award for Income Support. Overall single female households make up 54% of the CTR caseload and a further 5,000 females will be receiving CTR a member of a couple.</p> <p>Therefore, women on low incomes would be disproportionately affected by any negative changes to the working age CTR scheme.</p> <p>25% of households within the CTR caseload are estimated to contain someone from BME communities, a group which is overrepresented by 56% within the caseload when compared to the population of Bristol as a whole where the proportion is 16%. Approximately 13% of council tax payers receive CTR under the working age scheme.</p> <p>2011 Census data shows that 13% of the Bristol population aged between 16 and 64 have a disability. The CTR working age scheme of 24, households has 8,000 household for which DLA or PIP are in payment and 8,500 households where a disability premium exists in the assessment.</p> <p>Using the higher figure of 8,500 as the more accurate, just over 34% of our working age caseload has a disability.</p>	

This shows that disability is overrepresented by at least 100% within the CTR scheme caseload and therefore disproportionately impacted by the any proposal to not fully fund.
Please outline where there may be significant negative impacts, and for whom.
No significant negative impacts are anticipated as a result of the proposal. The treatment of DWP notifications as an application for CTR is an enhancement and a separate application can still be made if needed. Any additional risks as a result UC administration would be as a result of DWP delays rather than as a result of the proposal to widen our definition of what constitutes an application to the scheme.
<b>Could your proposal impact staff with protected characteristics?</b> (i.e. reduction in posts, changes to working hours or locations, changes in pay)
Please outline where there may be significant opportunities or positive impacts, and for whom.
No significant positive impacts are anticipated as a result of the proposal
Please outline where there may be negative impacts, and for whom.
No significant negative impacts are anticipated as a result of the proposal

<b>Is a full Equality Impact Assessment required?</b>	
Does the proposal have the potential to impact on people with protected characteristics in the following ways: <ul style="list-style-type: none"> <li>• Access to or participation in a service;</li> <li>• Levels of representation in our workforce, or;</li> <li>• Reducing quality of life (i.e. health, education, standard of living)?</li> </ul>	
Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.	No. No significant impact is anticipated as a result of the review of the CTR scheme, as detailed above.
Service Director sign-off and date:	Equalities Officer sign-off and date:  Duncan Fleming 28/11/18