

# Equality Analysis



Please refer to the guidance for carrying out Equality Analysis (available on the intranet).  
Text in blue is intended to provide guidance – you can delete this from your final version.

What are the proposals being assessed?	Local Authority Covid Additional Restrictions Fend Policy
Which Department/ Division has the responsibility for this?	Corporate Services / Resources

Stage 1: Overview	
Name and job title of lead officer	David Keppler, Head of Revenues and Benefits
1. What are the aims, objectives and desired outcomes of your proposal? (Also explain proposals e.g. reduction/removal of service, deletion of posts, changing criteria etc)	<p>Policy to enable award of business rates reliefs in the form of a reduction to the rates bill. Funding of £4,787,440 million provided by Government. Local policy agreed by Cabinet.</p> <p>The aim of the Government grant is to help support businesses that have not received any help with their business rates bills for 2021/22.</p>
2. How does this contribute to the council's corporate priorities?	This addresses some concerns with the impact of businesses in the community that have been excluded from any reduction in rates bills – such as hospitality supply chain, language schools.
3. Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc.	<p>Local authorities are asked to identify businesses that did not receive relief under the extended retail, hospitality and leisure and nursery relief schemes. The support is only for businesses that pay business rates.</p> <p>The Council will have an application window and then once closed the actual level of support can be calculated.</p>
4. Is the responsibility shared with another department, authority or organisation? If so, who are the partners and who has overall responsibility?	None – the Council has responsibility for delivering this

## Stage 2: Collecting evidence/ data

### 5. What evidence have you considered as part of this assessment?

Provide details of the information you have reviewed to determine the impact your proposal would have on the protected characteristics (equality groups).

This is a very recent addition to economic packages announced by Central Government to address the financial impact on business as a result of the pandemic.

We have used the guidance issued by Central Government as the underlying principles of the scheme although we have the discretion to modify to address any known local issues.

Applications will be assessed against the Council's criteria and policy by the Head of Revenues and Benefits.

The relief may have a positive impact on businesses or organisations in the borough.

The level of funding available will likely result in a relatively small percentage reduction in rates bills. Therefore many businesses that have been affected by the pandemic will still be required to pay business rates for 2021/22. .

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### Stage 3: Assessing impact and analysis

6. From the evidence you have considered, what areas of concern have you identified regarding the potential negative and positive impact on one or more protected characteristics (equality groups)?

Protected characteristic (equality group)	Tick which applies		Tick which applies		Reason Briefly explain what positive or negative impact has been identified
	Positive impact		Potential negative impact		
	Yes	No	Yes	No	
Age		N		N	All local specialist businesses will be able to apply if they meet the criteria.
Disability		N		N	All local specialist businesses will be able to apply if they meet the criteria.
Gender Reassignment		N		N	
Marriage and Civil Partnership		N		N	
Pregnancy and Maternity		N			
Race		N		N	All local specialist businesses will be able to apply if they meet the criteria.
Religion/ belief		N		N	
Sex (Gender)		N		N	All local specialist businesses will be able to apply if they meet the criteria.
Sexual orientation		N		N	
Socio-economic status		N		N	All local specialist businesses will be able to apply if they meet the criteria.

**7. If you have identified a negative impact, how do you plan to mitigate it?**

The decision making panel will not have knowledge of the protected characteristics prior to the application and award stage.

**Stage 4: Conclusion of the Equality Analysis**

**8. Which of the following statements best describe the outcome of the EA (Tick one box only)**

Please refer to the guidance for carrying out Equality Impact Assessments is available on the intranet for further information about these outcomes and what they mean for your proposal

**Outcome 1** – The EA has not identified any potential for discrimination or negative impact and all opportunities to promote equality are being addressed. No changes are required.

**Outcome 2** – The EA has identified adjustments to remove negative impact or to better promote equality. Actions you propose to take to do this should be included in the Action Plan.

**Outcome 3** – The EA has identified some potential for negative impact or some missed opportunities to promote equality and it may not be possible to mitigate this fully. If you propose to continue with proposals you must include the justification for this in Section 10 below, and include actions you propose to take to remove negative impact or to better promote equality in the Action Plan. You must ensure that your proposed action is in line with the PSED to have ‘due regard’ and you are advised to seek Legal Advice.

**Outcome 4** – The EA shows actual or potential unlawful discrimination. Stop and rethink your proposals.

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**Stage 5: Improvement Action Pan**

**9. Equality Analysis Improvement Action Plan template – Making adjustments for negative impact**

This action plan should be completed after the analysis and should outline action(s) to be taken to mitigate the potential negative impact identified (expanding on information provided in Section 7 above).

Negative impact/ gap in information identified in the Equality Analysis	Action required to mitigate	How will you know this is achieved? e.g. performance measure/ target)	By when	Existing or additional resources?	Lead Officer	Action added to divisional/ team plan?

**Note that the full impact of the decision may only be known after the proposals have been implemented; therefore it is important the effective monitoring is in place to assess the impact.**

**Stage 6: Reporting outcomes**

**10. Summary of the equality analysis**

This section can also be used in your decision making reports (CMT/Cabinet/etc) but you must also attach the assessment to the report, or provide a hyperlink

This Equality Analysis has resulted in an Outcome   1   Assessment

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**Stage 7: Sign off by Director/ Head of Service**

<b>Assessment completed by</b>	David Keppler – Head of Revenues and Benefits	<b>Signature:</b> D Keppler	<b>Date:</b> 14 January 22
<b>Improvement action plan signed off by Director/ Head of Service</b>	Roger Kershaw – Assistant Director Resources	<b>Signature:</b> R Kershaw	<b>Date:</b> 25 January 22