

Equality Impact Assessment (EqIA)

Deciding what needs to be assessed

In theory all policies, decisions, services, projects and programmes should be impact assessed. The most practical approach is to assess as the proposal is being developed or as processes, services and policies come up for review making the EQIA part of the development process. Do not be put off by the list below, it does not mean that long and detailed assessments are required every time you are engaged in one of the activities. However, it does mean that you should always consider the equalities implications of your proposals.

Policy

- New policy development
- Substantial revision of an existing policy or process
- Any change which may have a disproportionate impact on a particular group

Decision

- Key decision
- Decision for management board/cabinet
- Budget change decision

Service

- New service
- Service review, including the decommissioning of services
- Any service change which may have a disproportionate impact on a particular group

Projects and programmes

- All, at planning stage

Further information: [Equality Impact Assessments - a user's guide](#)

Section one

No.	Question	Response
1.1	Name of policy/decision/service/project/programme being assessed	Disregarding Armed Forces Independence Payments from income and capital in Council Tax Support and Discretionary Housing Payments assessments.
1.2	Summary of aims and objectives of the policy/decision/service/project/programme	To disregard all Armed Forces Compensation Payments from Council Tax Support and Discretionary Housing Payment Assessment Calculations, since those made to pensioners, awarded by the courts or held in Trust are already disregarded. This helps the Council in its Mission of a Fairer Swindon and in delivering on its commitment to the Armed Forces Covenant and ensures consistency in the disregard of payments
1.3	Who is affected by the policy/decision/service/project/programme? (For example, employees/service users/supplier/contractor)	Working age claimants who are former Armed Forces personnel with such compensation payments will be able to make claims for Council Tax Support and Discretionary Housing Payments
1.4	What involvement and consultation has been done in relation to this proposal? (For example, with relevant groups and stakeholders)	This was discussed at Full Council and at the Policy Development and Scrutiny Committee to Build a Fairer Swindon on 4 th September 2024.

1.5	What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?	The numbers of Council Tax Support claims made and value of these claims. The numbers of Discretionary Housing payment Applications
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Section two – protected characteristics

Protected characteristic group	Is there a potential for positive or negative impact? Is the impact neutral?	Please explain and give examples of any evidence/data used	Action to address negative impact (for example, adjustment to the proposal)
Disability	Positive	The policy is designed to help those suffering injury and ill health as a result of service in the Armed forces	N/A
Gender reassignment	None		
Marriage or civil partnership	None		
Pregnancy and maternity	None		
Race	None		
Religion or belief	None		
Sexual orientation	None		

Sex (gender)	None		
Age	None	Pensioners already have such payments disregarded from assessments	
Children in care and care leavers	None		

Section three – evaluation

No.	Question	Explanation/justification
3.1	Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people?	None identified

No.	Final Decision	Tick the relevant box	Include any explanation / justification required
1	No barriers identified, therefore activity will proceed		
2	Stop at some point because the data shows bias towards one or more groups		
3	Adapt or change the event in a way which you think will eliminate the bias		

4	Barriers and impact have been identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (for example, in extreme cases or where positive action is taken). Therefore, proceed with caution with this knowing that it may favour some people less than others, providing justification for this decision		
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Section four – record keeping

Question	Response
Will this EqIA be published* (*EqIA's should be published alongside relevant event paperwork including cabinet papers):	Yes
Date completed	13/9/24
Review date (if applicable)	


Change log

Name	Date	Version	Change made

Responsibilities

Question	Response	Date completed
Name of person leading this EqIA	Andy Stevens	13/9/24

Question	Response
Names and roles of people involved in the consideration of impact	Kin Sun Cheung

Question	Response	Date signed
Name of Director signing EqIA	Kirston Nelson 	16/09/2024