



**East Staffordshire Borough Council  
Equality and Health Impact Assessment (EHIA)**

This EHIA documents how you have taken into account health impacts and the requirements of the Public Sector Equality Duty in the decision making process for this function, policy or service.

<b>1</b>	<b>Title of function, policy or service to be assessed:</b> <b>Non Domestic Rates Mandatory and Discretionary Rate Relief Policy</b>
<b>2</b>	<b>Date:</b> December 2014 <b>Reviewed December 2019</b>
<b>3</b>	<b>Name of EHIA author:</b> Sarah Richardson
<b>4</b>	<b>EHIA team:</b> Sal Khan; Charlotte Taylor <b>EHIA Team Review:</b> Sal Khan; Ian Buckingham
<b>5</b>	<b>Head of Service:</b> Sal Khan
<b>6</b>	<b>Is the policy, function or service existing, new or being reviewed?</b> Yes - review <b>Yes - review</b>
<b>7</b>	<b>State the aims, objectives and purpose of the function, policy or service and provide a summary of the service provided:</b> The policy provides guidance to ratepayers, the Decision Maker and staff administering Business Rates when applications for Mandatory and Discretionary Relief are received at the Council.
<b>8</b>	<b>Are there any other functions, policies or services which might be linked with this one for the purpose of this EHIA?</b> Recovery and Write Off Policies.
<b>9</b>	<b>Who is it intended to affect or benefit (the target population)?</b> Local Businesses; Council Taxpayers in the Borough of East Staffordshire.

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**Equality impacts**

The Public Sector Equality Duty requires public bodies, in the exercise of their functions, to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

**Within this table, state whether the policy, function or service will have a positive or negative impact across the following protected characteristics and provide any comments.**

	Positive Impact	Negative Impact	Comments
Age	<b>N</b>	<b>Y</b>	Any Business Ratepayer can apply for Discretionary Relief (DRR). However Charities requesting DRR for charity shops where Mandatory Relief (MR) has already been awarded will no longer have a DRR award. Similarly, non-profit organisations previously awarded between 50% and 100% DRR will have the maximum award capped at 50%. Mandatory Relief is awarded to defined organisations and is not based on the age of the applicant.
<b>Review</b>	<b>N</b>	<b>N</b>	<b>Any Business Ratepayer can apply for Discretionary Relief (DRR). Mandatory Relief is awarded to defined organisations and is not based on the age of the applicant.</b>
Disability	<b>N</b>	<b>Y</b>	Any Business Ratepayer can apply for Discretionary Relief (DRR). However Charities requesting DRR for charity shops where Mandatory Relief (MR) has already been awarded will no longer have a DRR award. Similarly, non-profit organisations previously awarded between 50% and 100% DRR will have the maximum award capped at 50%. Mandatory Relief is awarded to defined organisations and is not based on the disability of the applicant.
<b>Review</b>	<b>N</b>	<b>N</b>	<b>Any Business Ratepayer can apply for Discretionary Relief (DRR). Mandatory Relief is awarded to defined organisations and is not based on the age of the applicant.</b>
Sex / gender reassignment / pregnancy or maternity	<b>N</b>	<b>N</b>	There is no impact as any Business Ratepayer can apply for Discretionary Relief. Mandatory Relief is awarded to defined organisations and is not based on the sex/gender reassignment/pregnant state of the applicant.
<b>Review: No change</b>			
Race	<b>N</b>	<b>N</b>	There is no impact as any Business Ratepayer

			can apply for Discretionary Relief. Mandatory Relief is awarded to defined organisations and is not based on the race of the applicant. <b>Review: No change</b>
Religion or belief	<b>N</b>	<b>N</b>	There is no impact as any Business Ratepayer can apply for Discretionary Relief. Mandatory Relief is awarded to defined organisations and is not based on the religion or belief of the applicant. <b>Review: No change</b>
Sexual orientation	<b>N</b>	<b>N</b>	There is no impact as any Business Ratepayer can apply for Discretionary Relief. Mandatory Relief is awarded to defined organisations and is not based on the sexual orientation of the applicant. <b>Review: No change</b>
Other	<b>N</b>	<b>Y</b>	Any Business Ratepayer can apply for Discretionary Relief (DRR). However Charities requesting DRR for charity shops where Mandatory Relief (MR) has already been awarded will no longer have a DRR award. Similarly, non-profit organisations previously awarded between 50% and 100% DRR will have the maximum award capped at 50%. Mandatory Relief is awarded to defined organisations. <b>Review</b>
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<b>11.</b>	<b>What evidence do you have for the statements made in question 10?</b>		
	<p>Mandatory Relief awards are defined in the Non Domestic Rates legislation and the Council is obliged to award the relief to any organisation that applies for the relief and satisfies the defined criteria.</p> <p>Discretionary Relief is open to any organisation and the Policy reflects this.</p> <p>A review of current DRR recipients has been conducted to identify potential reductions in award.</p> <p><b>Review: No change</b></p>		

12	<p><b>Consultation:</b> Describe what consultation has been undertaken on this function, policy or service, who was involved and the outcomes. <b>Revenues Team Leader Corporate Management Team Members</b></p> <p><b>**Note – outcomes will be noted as the approvals process proceeds.</b></p>															
13	<p><b>Briefly explain how the policy, function or service contributes to community cohesion by answering the following questions:</b></p> <ul style="list-style-type: none"> <li>• How will it provide equality of access to services, information and employment?</li> <li>• Does it or could it promote good relationships within and between communities?</li> <li>• How will it help to prevent social exclusion?</li> <li>• Will it help to reintegrate those who have become excluded?</li> <li>• Will this assist with communities feeling that they are connected to decision making that affects them?</li> <li>• How will it provide good quality, inclusive services?</li> </ul>															
14	<p><b>Health impacts – screening question</b> Will the subject of this EHIA:</p> <table border="1" data-bbox="236 1189 1492 2024"> <thead> <tr> <th data-bbox="236 1189 730 1323"></th> <th data-bbox="734 1189 1109 1323">No (provide a brief explanation of your response)</th> <th data-bbox="1112 1189 1492 1323">Yes (Is this impact positive or negative? provide a brief explanation of your response)</th> </tr> </thead> <tbody> <tr> <td data-bbox="236 1328 730 1659">Have a direct impact on health, mental health and wellbeing?</td> <td data-bbox="734 1328 1109 1659"><b>No – for businesses and organisations which employ staff.</b>  <b>Review: No change</b></td> <td data-bbox="1112 1328 1492 1659"><b>Yes – for sole traders experiencing financial difficulty. An award of discretionary relief will help the business to continue trading and therefore will be a positive impact.</b>  <b>Review: No change</b></td> </tr> <tr> <td data-bbox="236 1664 730 1805">Have an impact on social, economic and environmental living conditions that would indirectly affect health?</td> <td data-bbox="734 1664 1109 1805"><b>No – the relief is for commercial premises only.</b> <b>Review: No change</b></td> <td data-bbox="1112 1664 1492 1805"></td> </tr> <tr> <td data-bbox="236 1809 730 1951">Have an effect on an individual's ability to improve their own health and wellbeing?</td> <td data-bbox="734 1809 1109 1951"><b>No – the relief is for commercial premises only.</b> <b>Review: No change</b></td> <td data-bbox="1112 1809 1492 1951"></td> </tr> <tr> <td data-bbox="236 1955 730 2024">Affect access to, and the quality of, health, mental health or</td> <td data-bbox="734 1955 1109 2024"><b>No – the relief is for commercial premises</b></td> <td data-bbox="1112 1955 1492 2024"></td> </tr> </tbody> </table>		No (provide a brief explanation of your response)	Yes (Is this impact positive or negative? provide a brief explanation of your response)	Have a direct impact on health, mental health and wellbeing?	<b>No – for businesses and organisations which employ staff.</b>  <b>Review: No change</b>	<b>Yes – for sole traders experiencing financial difficulty. An award of discretionary relief will help the business to continue trading and therefore will be a positive impact.</b>  <b>Review: No change</b>	Have an impact on social, economic and environmental living conditions that would indirectly affect health?	<b>No – the relief is for commercial premises only.</b> <b>Review: No change</b>		Have an effect on an individual's ability to improve their own health and wellbeing?	<b>No – the relief is for commercial premises only.</b> <b>Review: No change</b>		Affect access to, and the quality of, health, mental health or	<b>No – the relief is for commercial premises</b>	
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	wellbeing services?	<b>only.</b> <b>Review: No change</b>	
Please refer to the EHIA guidance document. If you answer yes to any of these questions a health impact assessment is required, please complete section 16.			
15	<b>Head of Service signature:</b> I am satisfied with the results of this EHIA.		

### 16. HEALTH IMPACT ASSESSMENT<sup>1</sup>

To be completed if you have answered yes to any of the health impact screening questions.

A. Describe the health impact(s). Please refer to the screening questions in Q14.	B. Answering yes to these questions indicates an important health impact. Be explicit and include the evidence that has been considered.			C. Are the health impacts significant?
Identify the health impact(s)	Will the health impacts affect the whole population? Will it affect particular groups of people differently?	Will the health impacts be difficult to remedy or have an irreversible impact? Are they likely to cause public concern?	Will the health impacts be medium to long term? Are they likely to create cumulative impacts?	Does this health impact have a significant positive or negative impact? (based on your responses to section B)
Direct impact on health, mental health and wellbeing	Specifically sole traders who are in financial difficulties and have to burden these themselves <b>Review: No change</b>	Awarding relief will help ease the pressures so it is important that applications reflect the full extent of the financial difficulties, and how the award will also benefit the local area and council taxpayers. <b>Review: No change</b>	Unlikely <b>Review: No change</b>	Positive impact. <b>Review: No change</b>

<sup>1</sup> Adapted from 'Health Impact Assessment of Government Policy, a guide to carrying out a Health Impact Assessment of new policy as part of the Impact Assessment process.' Department of Health, July 2010 p.13

## 17. EQUALITY AND HEALTH IMPACT ASSESSMENT RECOMMENDATIONS AND ACTION PLAN

**Please describe the actions, if any, you will take to mitigate against negative health or equality impacts identified in this assessment, or to maximise the benefits of the policy or service. If significant action is required it should be included in Service Plans.**

Is it a Health or Equality action?	Issue/impact identified	Recommendation / action required	Lead officer and timescale	Resource allocation
<b>Health</b>	Direct impact on health, mental health and wellbeing for sole traders	Encourage applications to reflect the full extent of the financial difficulties, and how the award will also benefit the local area and council taxpayers. <b>Review: No change</b>	<b>Sarah Richardson</b> <b>Ongoing</b>  <b>Review: No change</b>	<b>Revenues Team</b>  <b>Review: No change</b>