

## Equality Impact Assessment Screening Tool

1	Lead officer contact details: Paul Oram x2601			
2	Date: 7/12/17			
3	<p>Summary of the proposal:</p> <p>Review the fees for the Haringey Registration and Citizenship Service (Register Office). These fees affect people getting married, forming a civil partnership, or using births and deaths and citizenship services and the non-statutory fees are to be agreed by Members. Some fees will be increased (ranging from 1.6% to 9.1%), to bring them in line with fees charged at neighbouring boroughs, other fees will be reduced to increase access to services and some will remain the unchanged. The fees structure aims to be fair and proportionate and deliver a sustainable service. The fees set reflect the diversity of actual and possible future demands on the services.</p> <p>The Register Office serves a diverse range of customers consisting of both Haringey residents and people that live outside the borough. The impact of the fee changes is assessed as minimal. The majority of the percentage increases are low, and where they are above inflation this is to address imbalances with other Local Authorities.</p>			
	<b>Response to Screening Questions</b>	<b>Yes</b>	<b>No</b>	<b>Please explain your answer.</b>
<b>a) Type of proposal</b>				
4.	Is this a new proposal or a significant change to a policy or service, including commissioned service?		X	Service provision is remaining as it is now.
5.	Does the proposal remove, reduce or alter a service or policy?		X	No new services are being introduced or existing services removed.
6.	Will there be a restructure or significant		X	Staffing structures and working arrangements remain the

	changes in staffing arrangements? Please see the restructure pages for guidance for <a href="#">restructure EqIAs</a> .			same.
7.	If the service or policy is not changing, have there been any known equality issues or concerns with current provision. For example, cases of discrimination or failure to tackle inequalities in outcomes in the past?		X	Customer data and observations identify that customers access the service the service from all sections of society including those with protected characteristics.
<b>b) Known inequalities</b>				
8.	Could the proposal disproportionately impact on any particular communities, disadvantaged or vulnerable residents?		X	No, the department operates in accordance with government and council policy on registration which is designed to promote equality whilst ensuring compliance with the law.  The service continually monitors impact on service users and will identify vulnerabilities if they arise.
9.	Is the service targeted towards particular disadvantaged or vulnerable residents?  <i>This can be a service specifically for a group, such as services for people with Learning Disabilities. It can also be a universal service but has specific measures to tackle inequalities, such as encouraging men to take up substance misuse services.</i>		X	The service targets all groups that need to register a birth, death, marriage, civil partnership or who require access to citizenship services.
10.	Are there any known inequalities? For example, particular groups are not currently accessing services that they need or are more likely to suffer inequalities in outcomes, such as health outcomes.		X	Data and observations indicate that all sections of society are accessing the service.
11	If you have answered yes to at least one			If a decision is taken not to proceed with a full EqIA,

	<p>question in both sections a) and b), Please complete an EqIA.</p>		<p>please document carefully your reasons here:</p> <p>The fees and charges facing increases range from 1.6% to 9.1%. The majority of increased fees are in line with inflation. Where the increase is higher, this is to bring them in line with fees charged at neighbouring boroughs.</p> <p>Some services are facing fee decreases, such as Private Citizen Ceremonies (-32.4%). This has been proposed to encourage more people to use this particular service to address higher rates than neighbouring boroughs.</p> <p>The service is proposing to increase the fees for the Nationality Checking Service. Adult applications will rise by 7.1%, Child applications will rise by 8.7% and follow-up visits will rise by 3.2%. Adult applications with additional passport checking will rise by 6.1%. It has been assessed that, overall, these increases pose minimal impact on protected groups. The numerical increase in fees ranges from £1 to £4, which is deemed low relative to the overall cost of the immigration process facing service users.</p> <p>Overall, the fee increases are assessed as proportionate to reflect the need to increase services by inflation, and where above inflation to bring them in line with neighbouring boroughs.</p> <p>The service will continue to monitor any impact that</p>
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