

Equality Impact Assessment Screening Tool

1	Lead officer contact details: Helen Kent, Head of Revenues, Shared Service centre. Helen.kent@haringey.gov.uk , 0208 8489 3535.			
2	Date: 30/01/17			
3	Summary of the proposal: The revenues Service must comply with legislation and good practice in respect of the collection of council tax and business rates. Following the review of council tax court costs by Grant Thornton during 2015; the service is now formally submitting the costs statement within the report for corporate fees charges.			
Response to Screening Questions		Yes	No	Please explain your answer.
a) Type of proposal				
4.	Is this a new proposal or a significant change to the policy or service, including commissioned service?		x	The proposal has not altered from the one used in 2016/17.
5.	Does the proposal remove, reduce or alter a service or policy?		x	As above.
6.	Has there been significant change in staffing arrangements (i.e. more than 20 staff members)?		x	There have been no significant changes in staffing arrangements.
7.	If the service or policy is not changing, has there been any known equality issues or concerns with current provision. For example, cases of discrimination or failed to tackle inequalities in outcomes in the past?		x	There have been no known issues.
b) Known inequalities				
8.	Could the proposal disproportionately impact on any particular communities, disadvantaged or vulnerable residents?		x	As the process for charging the costs of issuing a summons and obtaining a liability order is regulated by legislation there is no alternate approach available.

				However, the service retains the option of reducing or cancelling the costs in individual cases.
9.	Is the service targeted towards particular disadvantaged or vulnerable residents? 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.		x	All council tax liable parties will be charged the same fee and all business rates liable parties will be charged the same fee. This is dictated by legislation.
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	
11	If you have answered yes to at least one question in both sections a) and b), Please complete an EqIA.		x	