

Impact Assessment Level 1: Initial screening assessment

Subject of assessment:	Discretionary Rates Relief Policy			
Coverage:	Crosscutting			
This is a decision relating to:	<input checked="" type="checkbox"/> Strategy	<input checked="" type="checkbox"/> Policy	<input checked="" type="checkbox"/> Service	<input type="checkbox"/> Function
	<input checked="" type="checkbox"/> Process/procedure	<input type="checkbox"/> Programme	<input type="checkbox"/> Project	<input type="checkbox"/> Review
	<input type="checkbox"/> Organisational change	<input type="checkbox"/> Other (please state)		
It is a:	New approach:	<input type="checkbox"/>	Revision of an existing approach:	<input checked="" type="checkbox"/>
It is driven by:	Legislation:	<input checked="" type="checkbox"/>	Local or corporate requirements:	<input checked="" type="checkbox"/>
Description:	<p>Key aims, objectives and activities To assess the impact of proceeding with an updated Discretionary Relief Policy.</p> <p>Statutory drivers The Council has a statutory legal obligation to hold a discretionary relief policy. The Local Government Finance Act 1988 provides the Council discretionary powers to award relief from payment of National Non-Domestic Rates (NNDR) against Non-Domestic Properties (Hereditaments) under three sections: Discretionary Relief, Hardship and Part Occupation</p> <p>Differences from any previous approach The updated approach provides a strategic framework incorporating the three sections. It incorporates overarching guiding principles, a process flowchart and clearly defined criteria to improve administration, streamline processes and provide an improved quality of service.</p> <p>Key stakeholders and intended beneficiaries (internal and external as appropriate) Key stakeholders: the Council; Council tax payers; local business community, voluntary and charitable organisations</p> <p>Intended outcomes. To seek the adoption of an updated discretionary relief policy to improve the process around awarding relief</p>			
Live date:	1 April 2024			
Lifespan:	Until Further Notice (review every 3 years)			
Date of next review:	1 April 2027			

Screening questions	Response			Evidence
	No	Yes	Uncertain	
Human Rights Could the decision impact negatively on individual Human Rights as enshrined in UK legislation?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No evidence to suggest that the strategy will have an adverse impact on individuals in terms of human rights.
Equality Could the decision result in adverse differential impacts on groups or individuals with characteristics protected in UK equality law? Could the decision impact differently on other commonly disadvantaged groups?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No evidence to suggest that the strategy will have an adverse impact on individuals in terms of equality.
Community cohesion Could the decision impact negatively on relationships between different groups, communities of interest or neighbourhoods within the town?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No evidence to suggest that the strategy will have an adverse impact on relationships between different groups, communities of interest or neighbourhoods within the town.
Next steps: ➡ If the answer to all of the above screening questions is No then the process is completed. ➡ If the answer of any of the questions is Yes or Uncertain, then a Level 2 Full Impact Assessment must be completed.				

Assessment completed by:	Debbie Ingoldsby	Head of Service:	Janette Savage
Date:	12.1.24	Date:	12.1.24

* Consult the Impact Assessment further guidance appendix for details on the issues covered by each of these broad questions prior to completion.