

Impact Assessment Level 1: Initial screening assessment

Appendix 3

Subject of assessment:	Exceptional Hardship Fund - Section 13A (1) (a) Policy			
Coverage:	Service specific (affects all wards)			
This is a decision relating to:	<input type="checkbox"/> Strategy	<input checked="" type="checkbox"/> Policy	<input type="checkbox"/> Service	<input type="checkbox"/> Function
	<input checked="" type="checkbox"/> Process/procedure	<input type="checkbox"/> Programme	<input type="checkbox"/> Project	<input checked="" 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>Insert short description, using the following as sub-headings:</p> <ul style="list-style-type: none"> ○ Key aims, objectives and activities ○ The objective is to confirm policy after periodic review to include a specific enhancement for Care Leavers under 25. ○ The proposed change provides Care Leavers with a means of council tax otherwise payable being reduced to nil where there is no eligibility under the Council Tax Reduction scheme. ○ Statutory drivers (set out exact reference) ○ The Local Government Finance Act Section 13A (1) (c) gives the Council additional discretionary power to reduce the amount of council tax payable for individuals, or for classes of council tax payer. ○ Differences from any previous approach ○ There are only minor changes to the policy with the enhancement included as shown above. ○ Key stakeholders and intended beneficiaries (internal and external as appropriate) ○ The key stakeholders are residents on low incomes and Care Leavers under 25. ○ Intended outcomes. ○ That the refreshed policy continues to provide an avenue for residents to obtain a discretionary reduction in their council tax charge. 			
Live date:	Immediate			
Lifespan:	The policy will next be due for review prior to April 2028.			
Date of next review:	1 December 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"/>	The proposal is in line with the retired policy and enhanced to a limited extent for Care Leavers under 25.
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"/>	The proposal is in line with the retired policy.
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"/>	The policy should not impact negatively on relationships between different groups, communities or interest or neighbourhoods within the town. The policy continues to be fair and consistent.
Armed Forces Could the decision impact negatively on those who are currently members of the armed forces or former members in the areas of Council delivered healthcare, compulsory education and housing policies?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There are no policy terms specifically advantageous or disadvantageous to those from the armed forces.
Care leavers Could the decision impact negatively on those who are care experienced?*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Particular provision is proposed to support Care Leavers under the age of 25.
Reducing Poverty Could the decision impact negatively on the Council's ambitions to reduce poverty in the town?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The scheme is designed to provide support to low income households, supporting the ambition to reduce poverty.
Next steps:				
<ul style="list-style-type: none"> ⇒ 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:	David Nolan	Head of Service:	Janette Savage
Date:	06/01/2026	Date:	06/01/2026

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