



Mae'r ddogfen hon ar gael yn Gymraeg yn ogystal â Saesneg.

This document is available in Welsh as well as English.

### Equality Impact Assessment Template

Name of the policy or business area:	Council Tax Police Precept
Name of the person carrying out the Equality Impact Assessment:	Cheryl Gayther
Role of the person carrying out the Equality Impact Assessment:	Policy Advisor Office for Police and Crime Commissioner (OPCC)

#### 1. Purpose

1.1 What are the aims of the Policy, Procedure or Activity and how do they fit in with the wider aims of the organisation?	<p>Council Tax is an annual fee that local councils charge for the local services it provides, the precept is the rate of tax councils charge on behalf the Police and Crime Commissioner to support policing services.</p> <p>One of the key responsibilities of the Police and Crime Commissioner is to set this precept each year. In doing so, a number of different factors are taken into account including the Chief Constable's future resourcing requirement, the level of reserves, feedback from residents of Dyfed-Powys and future plans for investment in infrastructure.</p> <p>This will enable the Force to continue to focus on the delivery of the Police and Crime Plan, address priorities detailed within the Force Management Statement and continue to safeguard the communities of Dyfed-Powys.</p>
1.2 What are the motivators or driving forces in the development of this Policy, Procedure or activity?	<p>In accordance with section 40 of the Local Government Finance Act 1992 the PCC is required to set out the determinations regarding budget requirement, council tax and precept requirements.</p> <p>The process that must be followed in issuing precepts is set out in schedule 5 of the Police Reform and Social Responsibility Act 2011.</p> <p>The precept contributions ensure the PCC has the ability to deliver the priorities in his police and crime plan. These are:</p> <ul style="list-style-type: none"> <li>Victims are supported</li> <li>Harm is prevented</li> <li>Our justice system is more effective</li> </ul>

## 2. Assessment

In order to assess the impact that the Policy, Procedure or activity has or is likely to have on a person, it is important to look at all the data and information available to you. It may be necessary to obtain further information through consultation, which should also be included.

You are looking for bias that can occur when there are significant differences between groups of people in the way the Policy, Procedure or activity impacts them, in respect of Protected Characteristics (Age, gender, disability, sexual orientation, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief)

In carrying out this assessment, it is suggested that you consider:

- **Data in relation to the personal diversity data** which is relevant to the policy. For example, if the policy relates to service delivery, then you need to look at data such as CENSUS data, and any personal diversity data we hold in relation to people accessing those services.
- **Grievance data** – it may well identify issues which may need addressing through the equality impact assessment e.g. if there are complaints relating to accessibility for wheelchair users in custody, then this will need to be addressed through the equality impact assessment when reviewing the custody policy;
- **Any research available in relation to inequality surrounding the policy matter** – this may include HMIC reports, Equality and Human Right Commission reports etc. For example, there are several reports which highlight inequality around stop and search, and the diversity of police officers which could be taken into consideration in drafting relevant equality impact assessments;
- **Consultation with diverse groups including our diversity champions, IAG members and staff support networks.** This would provide an element of external challenge to the equality impact assessment and ensure that the opinions of our diverse communities are taken into consideration;
- **Any survey data which exists relating to this matter** including any user feedback we've received. Business Improvement may be able to assist you in this regard.

A selection of data which may be useful to you can be found on the [Equality and Diversity intranet page](#). Should you require any advice as to what information/data you need to consider in completing this Equality Impact Assessment then please do not hesitate to contact the Equality and Diversity Manager on 23071.

Please list all of the data/consultation/research which you have considered in undertaking this assessment:

The decision of the precept level is made based on:

- Public Consultation - Views from the public and Dyfed-Powys Police workforce.

- The force's budget requirements
- The office of the police and crime commissioner's budget requirements
- Discussions at the Police & Crime Panel meeting on 26/01/24 where the proposed precept was accepted

Both organisations budgets make provision for the delivery of the objectives within their strategic equality plans.

**Detail the result of your assessment in the below graph:**

You need to note any findings here. Has your research identified any negative or disproportionate impact on certain groups? Have we received complaints from certain groups of people in relation to the Policy, Procedure or activity? Have the IAG members raised any concerns? Detail any such findings in the below graph.

<b>Could the Policy, Procedure or Activity have a negative disproportionate impact on people who share this protected characteristic?</b>	
<b>For all characteristics</b>	<p>Yes</p> <p>A paper copy of the precept notice will not be sent out to households. This will involve documentation being placed on on-line platforms.</p> <p>The Council Tax (Administration and Enforcement) (Amendment) (Wales) Regulations 2013, removed the legal obligation to include a paper copy of the Council Tax booklet and Police leaflet with the annual Council Tax Demands. The current requirement is to direct the public to the website where the booklet/leaflet can be obtained, and only to supply a hard copy if requested by the customer.</p>
<b>2.1 Age</b>	<p>Yes</p> <p>Council tax must be paid by anyone 18 or over who owns or rents a home.</p> <p>Consideration has been given to the financial impact on local communities and potential negative disproportionate impact on lower wage earners, retired people and students.</p>

<b>2.2 Disability</b>	Yes Consideration has been given to the financial impact on people who are severely mentally impaired or who are live –in carers
<b>2.3 Gender Reassignment</b>	No
<b>2.4 Marriage and Civil Partnership</b>	No A full council tax bill is based on at least 2 adults living in a home. Spouses and partners are jointly responsible for paying the bill.
<b>2.5 Pregnancy and Maternity</b>	Yes Consideration has been given to the financial impact of people on maternity leave who may be on reduced pay for a specific period of time.
<b>2.6 Race</b>	No
<b>2.7 Religion or belief</b>	No
<b>2.8 Gender</b>	No
<b>2.9 Sexual Orientation</b>	No

The Socio-Economic Duty states that: “An authority to which this section applies must, when making decisions of a strategic nature about how to exercise its functions, have due regard to the desirability of exercising them in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage.”

<p><b>2.10 Pay</b></p>	<p>Yes Consideration has been given to the financial impact on local communities and potential negative disproportionate impact on lower wage earners, retired people and students.</p>
<p><b>2.11 Education</b></p>	<p>Yes Consideration has been given to the financial impact on students/those in full time education. Council tax does not have to be paid if everyone living in the household is a full-time student</p>

In accordance with the Welsh Language Standards, the following considerations also need to be made in relation to the Welsh Language:

<p><b>2.12</b> Evidence how you have considered how the policy decision would have positive effects, or increased positive effects, on — (a) opportunities for persons to use the Welsh language, and (b) treating the Welsh language no less favourably than the English language.</p>	<p>The precept notice will be produced and published bilingually, ensuring therefore that the Welsh language is not treated less favourably than the English language. It is available on the Welsh and English pages of the OPCC website.</p>
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<p><b>2.13</b> Evidence how you have considered how the policy decision would not have adverse effects, or so that it would have decreased adverse effects, on — (a) opportunities for persons to use the Welsh language, and (b) treating the Welsh language no less favourably than the English language.</p>	<p>As above</p>
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### 3. Action plan to reduce impact identified

Where a negative or disproportionate impact has been identified, then we need to be taking steps to reduce or eliminate this impact through making relevant changes to the Policy, Procedure or activity.

Where it is considered that the Policy, Procedure or activity causing the impact is justifiable, then the reasons for this conclusion must be explained clearly.

<p><b>Impact identified:</b></p>	<p><u>For All Characteristics:</u> Households not receiving a paper copy of the precept notice will impact residents who do not have access to online platforms</p>
<p><b>Action proposed :</b></p> <p><b>N.B. Where it is considered that the impact is justified, then the reasons for this should be set out clearly.</b></p>	<p>Printed copies of the precept notice will be available upon request. The Notice will be uploaded to our website as well as to the four Councils' websites. Each Council has also agreed to add a short sentence to their council tax</p>

	<p>notices directing residents to the Police Precept notice on our website. <i>View the details of the police precept, set by Police &amp; Crime Commissioner Dafydd Llywelyn, here: <a href="https://bit.ly/DPOPCCPrecept">https://bit.ly/DPOPCCPrecept</a></i></p>
	<p>There are various schemes and reductions available for households, however these are all managed by local councils and the Police and Crime Commissioner has no influence over these. In addition to the statutory discounts mentioned, councils have the power to grant discounts on a discretionary basis and according to local circumstances.</p>
<p><b>Impact identified:</b></p>	<p><u>Age:</u> The financial impact on local communities and potential negative disproportionate impact on lower wage earners, retired people and students.</p>
<p><b>Action proposed :</b></p> <p><b>N.B. Where it is considered that the impact is justified, then the reasons for this should be set out clearly.</b></p>	<p>A 25% reduction in the bill is available if you count as an adult for Council Tax and either:</p> <ul style="list-style-type: none"> <li>• you live on your own or</li> <li>• no-one else in your home counts as an adult</li> </ul> <ul style="list-style-type: none"> <li>• A 50% discount is usually available if no-one living in the home counts as an adult.</li> <li>• Council tax does not have to be paid if everyone living in the household is a full-time student.</li> <li>• Council Tax Reduction – also known as Council Tax Support – is a reduction you may be able to get on your council tax if you're on a low income.</li> </ul>
<p><b>Impact identified:</b></p>	<p><u>Disability:</u> The financial impact on people who are severely mentally impaired or who are live –in carers</p>



<p><b>Action proposed :</b></p> <p><b>N.B. Where it is considered that the impact is justified, then the reasons for this should be set out clearly.</b></p>	<p>People who are severely mentally impaired aren't included when working out council tax. People also aren't included if they're a live-in carer looking after someone who isn't their partner, spouse or child under 18. The disabled band reduction scheme may make people eligible for a reduction if they live in a larger property than they would need if they or another occupant weren't disabled.</p>
<p><b>Impact identified:</b></p>	<p><u>Pregnancy and Maternity:</u> The financial impact of people on maternity leave who may be on reduced pay for a specific period of time.</p>
<p><b>Action proposed :</b></p> <p><b>N.B. Where it is considered that the impact is justified, then the reasons for this should be set out clearly.</b></p>	<p>Council Tax Reduction – also known as Council Tax Support – is a reduction you may be able to get on your council tax if you're on a low income.</p>
<p><b>Completion date:</b></p>	<p>04/01/2024</p>
<p><b>Review date:</b></p>	<p>04/01/2025</p>

\*\*copy and paste the above table as many times as necessary, depending on the number of 'impacts' identified)