

Appendix B – SECTION 13A EQUALITY IMPACT ASSESSMENT

<p>Name, brief description and objectives of policy, procedure, function?</p>	<p>Council Tax Debt Management Policy</p> <p>West Lindsey District Council has a legal duty to ensure the prompt and cost effective billing, collection and recovery of all sums due to the Council.</p> <p>Efficient debt management is essential to the council to provide the financial resources required to provide services for the benefit of local residents and businesses. This policy aims to ensure that a fair and consistent approach is taken when collecting any sums that are not paid when due and it will ensure that before any recovery action is taken against an individual that their particular circumstances are considered at each stage in the process.</p>
<p>Have you consulted on the policy, procedure, function and if so, what were the outcomes?</p>	<p>No consultation has taken place as this policy is to ensure that council payment defaulters have their debts collected in accordance with relevant legislation and with the least possible charges being incurred by them.</p>
<p>What barriers may these individuals or groups face, and how can you promote equality (where possible)</p>	
<p>Gender</p>	<p>There is no evidence that this policy would impact on people in any way because of this characteristic.</p>
<p>Age</p>	<p>There is no evidence that this policy would impact on people in any way because of this characteristic. However any person suffering financial hardship will be signposted to outside agencies such as Age Concern, Money Advice Service, Citizens Advice as appropriate. When instructing Enforcement Agents awareness will be given to vulnerable residents.</p>
<p>Disability</p>	<p>There is no evidence that this policy would impact on people in any way because of this characteristic. However any person suffering financial hardship will be signposted to outside agencies such as Age Concern, Money Advice Service, Citizens Advice as appropriate. When instructing Enforcement Agents awareness will be given to vulnerable residents.</p>
<p>Race</p>	<p>There is no evidence that this policy would impact on people in any way because of this characteristic.</p> <p>In the event of language being a barrier to engagement Language Line will be offered to the debtor. An accessibility statement is included on the WLDC website.</p>
<p>Religion or Belief</p>	<p>There is no evidence that this policy would impact on people in any way because of this characteristic.</p> <p>Where a debtor attends court for non-payment they are required, by the court, to swear on oath. This oath can be made against the Bible or Koran.</p>

Sexual Orientation	There is no evidence that this policy would impact on people in any way because of this characteristic.
Gender Reassignment	There is no evidence that this policy would impact on people in any way because of this characteristic.
Pregnancy, maternity or paternity	There is no evidence that this policy would impact on people in any way because of this characteristic.
Marriage and Civil Partnership	There is no evidence that this policy would impact on people in any way because of this characteristic.
Rural Isolation	There is no evidence that this policy would impact on people in any way because of this characteristic.
Socio-economic factors	There is no evidence that this policy would impact on people in any way because of this characteristic. However any person suffering financial hardship will be signposted to outside agencies such as Age Concern, Money Advice Service, Citizens Advice as appropriate. Potential council tax support claimants can apply on line, via a form or contacting our office and will be advised of this potential eligibility when discussing debts.
Other (eg: those with dependants/caring responsibilities, asylum seeker and refugee communities, children in the care system etc)	There is no evidence that this policy would impact on people in any way because of this characteristic. However any person suffering financial hardship will be signposted to outside agencies such as Age Concern, Money Advice Service, Citizens Advice as appropriate. When instructing Enforcement Agents awareness will be given to vulnerable residents. In the event of language being a barrier to engagement Language Line will be offered to the debtor. An accessibility statement is included on the WLDC website.
Is there any evidence or research that demonstrates why some individuals or groups are, or are not, affected?	There is no evidence or research available. This policy is based on nationally applicable legislation and it covers all debts that are required to be collected by the Council.
If there is a potential adverse impact, please state why and whether this is justifiable.	There is no potential adverse impact from this policy as there is equality for all groups and all debts must be collected in accordance with appropriate legislation irrespective of an individual's characteristics
Outcome of EIA	<p>No major change needed <input checked="" type="checkbox"/> Adverse impact but continue <input type="checkbox"/></p> <p>Adjust the policy /proposal <input type="checkbox"/> Stop and remove the policy/proposal <input type="checkbox"/></p>
How will you monitor your policy, procedure, function to ensure there is no adverse effect on the protected	We will use the policy when collecting any debts due to the council and review it for its effectiveness on a periodic basis raising amendments as and when required. All debts must be collected in accordance with appropriate legislation irrespective of an individual's characteristics

characteristics (eg: gender, age, etc) in the future?	
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