

Impact Assessment of: Discretionary Rate Relief
Service/ Directorate: Resources
Date Completed: 01.12.08
Lead Officer: Mark Amson

Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service
Mark Amson	Business Rates	Manager of Service
Sanjeev Bali	Equal Access	Equal Access Officer
Peter Hutchinson	Revenues & Benefits	Head of Service

Brief description of policy/ service:

The award of Discretionary Rate Relief to not for profit organisations, charities and Community Amateur Sports Clubs in order to provide a financial relief from rates which will enable them to better pursue activities which facilitate the well being of local communities.

Brief account of how the impact assessment was carried out:

Current policy reviewed by Business Rate Manager and Equal Access Officer to determine whether it impacted on some communities or groups of people differently and what action was required to ensure that this was eliminated or minimised.

Brief description of any adverse affects found:

Majority of organisations receiving top up relief were sporting which have well developed links with the Council through the sports development unit. As little direct publicity of policy to all customers possibility that some organisations that are potentially eligible for relief are not aware of it. Not available to national charities due to cost regardless of their value to local community.

Summary of Actions arising from Assessment

Actions	Responsibility	Timescale
Publicise policy at annual billing	M Amson	March 2009
Identify links with community groups to ensure all potential qualifiers aware	S Bali	March 2009

Contacts for further information:

Mark Amson – Tel 0113-2475066 e-mail: mark.amson@leeds.gov.uk

Date published on Council Website:

8th April 2009