

# South Cambridgeshire District Council Equality Impact Assessment (EqIA)

## Introduction – Please read

Equality Impact Assessments (EqIAs) allow the Council to:

- Show that the Council are meeting its legal duty, demonstrating due regard for the provisions of the [Public Sector Equality Duty](#) as below:
  - Eliminate unlawful discrimination, harassment, and victimisation
  - Advance equality of opportunity between those who share a protected characteristic and those who do not
  - Foster good relations between those who share a relevant protected characteristic and those who do not
- Methodically consider and assess the impacts of proposals across the [nine protected characteristics](#)
- Allow the Council to develop and implement high quality proposals that maximise positive outcomes for all.

EqIAs should be completed during the development and review of all Council policies, strategies, procedures, projects or functions. Where there is any doubt, the completion of an EqIA is always recommended.

When the form is completed, please send an electronic copy to [equality.schemes@scambs.gov.uk](mailto:equality.schemes@scambs.gov.uk). Further support and guidance, [including a video on how to fill out EqIAs](#), is available on Insite or you can contact the Policy and Performance Team.

# Equality Impact Assessment Complete Form

## Section 1: Identifying Details

- 1.1 Officer completing EqIA:  
Lynda Hayward
- 1.2 Team and Service:  
Revenues and Benefits
- 1.3 Title of proposal:  
Council Tax Scheme 2026-7
- 1.4 EqIA start date:  
17/02/2026
- 1.5 Proposal implementation date:  
01/04/2026
- 1.6 Who will be responsible for implementing this proposal (Officer and/or Team):  
Revenues and Benefit Team

## Section 2: Proposal to be Assessed

- 2.1 Type of proposal:  
Other - Please specify  
If other, please specify  
Scheme
- 2.2 Is the proposal:  
Change to an established
- 2.3 State the date of any previous equality impact assessment completed in relation to this proposal (if applicable):  
Click or tap to enter a date.

2.4 What are the headline aims of the proposal and the objectives that will help to accomplish these aims? (Max 250 words)

The Council is required to adopt a Council Tax Support scheme for residents of working age each year. The proposed options for the new year scheme has been consulted on. The objectives are to update the income bands in line with CPI and to ensure that any additional allowances that are less than Universal Credit rates are aligned. The intention of the banded scheme is to reduce the number of changes to entitlement to enable residents more certainly over their finances.

2.5 Which of the Council's equality objectives (as detailed in the Council's Equality Scheme) does this proposal link to or help to achieve?

- Identify, prioritise and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community
- SCDC is an employer that values difference and recognises the strength that a diverse workforce brings.
- Protected characteristic groups have a voice and are represented in forming the future shape of the district.
- None.

2.6 Which groups or individuals will the proposal affect:

- Service Users
- External Stakeholders
- Employees
- Councillors
- Other

If other, please specify Residents liable for Council Tax

2.7 Broadly speaking, how will these groups or individuals be affected? (you will be asked to provide more detail on the specific impacts on different protected characteristic groups later in the form) (max 250 words)

The proposed scheme will take into account the CPI in September 2025 and to reduce impact of the cost of living.

- 2.8 If any part of the proposal is being undertaken by external partners, please specify how the Council will ensure that they will meet equality standards?  
(Max 250 words)  
[Click or tap here to enter text.](#)

### Section 3: Evidence and Data

- 3.1 Describe any work you have done (this could include consultation) to understand any effects on groups of people, including those within [9 protected characteristic groups?](#) Please list any key sources (e.g. web-search, previous versions of document, customer feedback etc) that you used to reach your conclusions.  
(Max 250 words)  
The Council undertook a consultation on the proposals in September/October 2025. The feedback from these have been considered and have been take into account with the recommendations put forward to full Council. The proposal included aligning the allowances, such as those in respect of disabilities and carers, in the Local Scheme to be the same as those included in Universal Credit.
- 3.2 If you have not undertaken any consultation, please detail why not, or when consultation is planned to take place.  
(Max 250)  
[Click or tap here to enter text.](#)

## Section 4: Impact of proposal on those with protected characteristics

4.1 Please select all characteristics that may or will be impacted (positive or negative). When providing details of the impact please consider the following questions

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. (both the number of persons affected and the severity of the impact)
- you will be asked to set out actions to manage these impacts in the following question (4.2)

All - general to all protected Characteristics.

Details: *All will benefit from the 12 months back dating of payments.*

Age

Details: *The council tax scheme for pension age residents is set by government, SCDC can only design its own scheme for working age residents. The scheme limits the number of children in the calculation to 8. This is above the national with national welfare rules which is limited to 2. Unfortunately, the Government announced that this was being abolished from April 2026 after the consultation had been carried out. This intention of the proposed changes will give working age customers on low incomes/ in receipt of Universal Credit support with the payment of their Council Tax. Currently, 6,411 working age households receive support. 61% receive 100% support Residents of Pension Age will not be affected as the Council Tax Support scheme for this group is a National one.*

Disability

Details: *Align Carer's and Disability Allowances with Universal Credit to ensure fairness. The current scheme already disregards the work capability element, provides additional allowances for disabled customers, partner and children and carers.*

Gender reassignment

Details: [Click or tap here to enter text.](#)

Marriage and Civil Partnership

Details: [Click or tap here to enter text.](#)

Pregnancy and maternity

Details: *Maternity pay is considered as part of UC applications. It may also be considered as an 'earnings disregard' if paid by the employer.*



Race

Details: [Click or tap here to enter text.](#)

Religion and belief

Details: [Click or tap here to enter text.](#)

Sex

Details: [Click or tap here to enter text.](#)

Sexual orientation

Details [Click or tap here to enter text.](#)

None of the above

#### 4.2 Other characteristics

Some characteristics are not yet protected in law, but the Council has made declarations it will consider them in policy making.

Digital inclusion ([what is this?](#))

Details: [Applicants and residents are able to apply online or contact the Council for support in applying. Officers are able to complete the form on behalf of the applicant and support through the process.](#)

Care experience ([what is this?](#))

Details: *Care Leavers as part of the Cambridgeshire County Council system would have their Council tax reimbursed by County.*

Rurality

Details [There is no impact to property banding.](#)

Socio-economic

Details *CPI will increase will by 3.8% so anyone on low incomes will be more likely to benefit from higher rates*

4.3 Considering the above impacts you have identified above, please detail any actions (specific or general) which may help to enhance or mitigate impacts.

Please include the timescale for completing the action.

Action and timescale	Officer
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

4.4 How will you monitor that the above actions have been completed and that this proposal, once implemented, is impacting fairly on everyone it affects? In answering this question, please include information about feedback you will seek and/or data you will collect and analyse, and how often you will do this

The scheme was included in the February 2026 Full Council meeting. The agreed scheme was applied for the new Council Tax Support applied to Council Tax bill from 1 April 2026.

## Section 5: Summary

5.1 Briefly summarise the key findings of the EqIA and any significant equality considerations that should be taken into account when deciding how to proceed with the proposal (this section can be included within the 'equality implications' section of any committee reports). (Max. 250 words)

This decision is for full council and cannot be made at officer level. The report included the options that were recommended based on the consultation.

5.2 Confirm the recommendation of the officer completing the EqIA:

Proceed with the proposal (with any actions identified as required within Section 4 of the EqIA). Analysis demonstrates that the proposal is robust, we have taken all appropriate opportunities to advance equality and foster good relations between groups.

Reject the proposal: Analysis demonstrates that the proposal will cause unlawful discrimination and it must be removed or changed

## Section 6: Sign Off

6.1 Signature of individual completing EqIA:

Lynda Hayward

6.2 Date of completion:

23/03/2026

6.3 When will this proposal next be reviewed and who will this be? (when in doubt 3 years minimum)

This will be done with any changes to the proposed scheme

6.4 Approving officer signature \*, this should be your Head of Service, Service Area Manager, or Project Sponsor:

Dawn Graham

6.5 Date of approval:

23/03/2026

Please send the completed document to [Equality.Schemes@scambs.gov.uk](mailto:Equality.Schemes@scambs.gov.uk) for publishing on the website.

*\*in the event that this EqIA is completed by Head of Service, then no additional approving signature is required.*