



Uttlesford District Council

Equality & Health Impact Assessment (EqHIA)

Document control

Title of activity:	Council Tax Support Scheme 2023/24 (Government)
Lead officer:	Sue Ellis Revenues Manager Revenues Services
Approved by:	Angela Knight – Assistant Director of Business & Change Management
Date completed:	13 February 2023
Scheduled date for review:	N/A – One year policy only

Does the EqHIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No
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Please note that EqHIAs are **public** documents and must be made available on the Council's [EqHIA webpage](#).

When completed, a copy of this form should be saved with the activity a policy, strategy, procedure, project, new or change in service, initiative or other's file for audit purposes and in case it is requested under the Freedom of Information Act.

When the EqHIA is completed send a copy to the following email address - EqHIA@Uttlesford.gov.uk

1. Equality & Health Impact Assessment Checklist

Please complete the following checklist to determine whether or not you will need to complete an EqHIA and ensure you keep this section for your audit trail. If you have any questions, please contact your Divisional Equality Lead. Please refer to the Guidance in Appendix 1 on how to complete this form. **When EqHIA is completed send a copy to the following email address EqHIA@Uttlesford.gov.uk**

About your activity

1	Title of activity	Council Tax Support Scheme 2023/24
2	Type of activity	<p>The Government has announced a national Council Tax Support top up scheme and has asked local authorities to administer the payments. Uttlesford has received funding of £84,546</p> <p>There are two elements to the scheme:</p> <ul style="list-style-type: none"> - A mandatory payment to all households in receipt of Local Council Tax Support for the 2023/2024 financial year and liable for Council Tax in a property which is their sole or main residence. - A discretionary scheme for those excluded from the mandatory scheme. The Council can administer this discretionary scheme as it sees fit. <p>The Council has set out its administrative arrangements for the mandatory scheme and its eligibility criteria/administrative arrangements for a discretionary scheme that complies with Government requirements.</p>
3	Scope of activity	<p>This decision will affect all households living in Uttlesford with a Council Tax liability in a property which is their sole or main residence.</p> <p>Those residents in receipt of Local Council Tax Support from 1st April 2023 will be guaranteed a £25 top up payment under the main Government Scheme. <u>or</u> the total of their outstanding Council Tax whichever is lower. In addition, under the discretionary scheme the Council intends to apply a further £25 <u>or</u> the total of their outstanding Council Tax whichever is lower under the discretionary policy.</p> <p>Under the Discretionary Scheme payments of up to £25 will be awarded, based on financial need. <u>or</u> the total of the outstanding Council Tax</p>

		<p>whichever is lower. This will include awards to residents not on Local Council Tax support but nonetheless facing exceptional financial hardship due to the cost-of-living crisis.</p> <p>An application will be required for this element of the Discretionary Scheme.</p> <p>Council Taxpayers will have awards directly offset from their Council Tax Account no direct payment will be made under this scheme.</p> <p>There will be an assisted application through the Council's Customer Service Team for any resident without digital access or skills to make an application.</p> <p>As such there is not considered to be disproportionate impact on protected groups and opportunities to advance inclusion have been taken.</p>		
4a	Are you changing, introducing a new, or removing a service, policy, strategy or function?	Yes	<p>If the answer to <u>any</u> of these questions is 'YES', please continue to question 5.</p>	<p>If the answer to <u>all</u> of the questions (4a, 4b & 4c) is 'NO', please go to question 6.</p>
4b	Does this activity have the potential to impact (either positively or negatively) upon people (9 protected characteristics)?	Yes		
4c	Does the activity have the potential to impact (either positively or negatively) upon any factors which determine people's health and wellbeing?	Yes		
5	If you answered YES:	Please complete the EqHIA in Section 2 of this document. Please see Appendix 1 for Guidance.		
6	If you answered NO:	N/A		

Completed by:	<i>Sue Ellis Revenues Manager Revenues Services Corporate Services</i>
Date:	13/02/2023

2. The EqHIA – How will the strategy, policy, plan, procedure and/or service impact on people?

Background/context:

The scheme provides much needed financial support to residents facing increases in cost of living which are most likely to impact severely on those with already low incomes. As such the scheme has a positive impact on the Council's duty to eliminate discrimination and promote equality of opportunity by reducing hardship and enabling households to meet essential costs

**Expand box as required*

Who will be affected by the activity?

All household in receipt of Local Council Tax Support. No part of the Scheme could lead to unlawful discrimination.

By providing Council Tax Support scheme payments to residents to mitigate the effects of increased cost of living. The scheme aims to promote equality of opportunity in Uttlesford.

**Expand box as required*

Protected Characteristic - Age: Consider the full range of age groups

Please tick (✓)
the relevant box:

Positive

✓

Overall impact:

Positive – There are no adverse impacts to implementing the scheme

Neutral

Negative

**Expand box as required*

Evidence:

The scheme will alleviate the rising pressure of costs irrespective of age, as it is based on the Council Tax liability.

The scheme aims to promote equality of opportunity in Uttlesford

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions	
<i>Please tick (✓) the relevant box:</i>	
Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>
<p>Overall impact:</p> <p>Positive – There are no adverse impacts to implementing the scheme</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	
<p>Evidence:</p> <p>The scheme will alleviate the rising pressure of day-to-day cost of living rises, as it is based on the Council Tax liability.</p> <p>There will be an assisted application through the Council’s Customer Service Team for any resident without digital access or skills whether through capacity or disability to make an application.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	
<p>Sources used:</p> <p>Council Tax Support Fund guidance - GOV.UK (www.gov.uk)</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	

Protected Characteristic - Sex/gender: Consider both men and women	
<i>Please tick (✓) the relevant box:</i>	
Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>
<p>Overall impact:</p> <p>Positive – There are no adverse impacts to implementing the scheme</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	
<p>Evidence:</p> <p>The scheme will alleviate the rising pressure of cost of living rises irrespective of sex/gender, as it is based on the Council Tax liability.</p> <p>The scheme aims to promote equality of opportunity in Uttlesford.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Ethnicity/race: Consider the impact on different ethnic groups and nationalities

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

Positive – There are no adverse impacts to implementing the scheme

**Expand box as required*

Evidence:

The scheme will alleviate the rising pressure of cost of living rises irrespective of Ethnicity/Race, as it is based on the Council Tax liability.

The scheme aims to promote equality of opportunity in Uttlesford.

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

Please tick (✓) the relevant box:

Positive

Neutral

Negative

Overall impact:

Positive – There are no adverse impacts to implementing the scheme

**Expand box as required*

Evidence:

The scheme will alleviate the rising pressure of increases in the cost of living irrespective of Religion/faith, as it is based on the Council Tax liability.

The scheme aims to promote equality of opportunity in Uttlesford

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

Please tick (✓) the relevant box:

Overall impact:

Positive

✓

Positive – There are no adverse impacts to implementing the scheme

Neutral

Negative

**Expand box as required*

Evidence:

The scheme will alleviate the rising pressure of the increasing costs of living irrespective of sexual orientation, as it is based on the Council Tax liability.

The scheme aims to promote equality of opportunity in Uttlesford

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

Please tick (✓) the relevant box:

Overall impact:

Positive

✓

Positive – There are no adverse impacts to implementing the scheme

Neutral

Negative

**Expand box as required*

Evidence:

By providing hardship payments to enable residents to pay increased day to day expenses, the scheme aims to promote equality of opportunity in Uttlesford

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Marriage/civil partnership: Consider people in a marriage or civil partnership

Please tick (✓) the relevant box:

Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Overall impact:

Positive – There are no adverse impacts to implementing the scheme

**Expand box as required*

Evidence:

The scheme will alleviate the rising pressure higher living costs irrespective of marriage/civil partnership, as it is based on the Council Tax liability.

The scheme aims to promote equality of opportunity in Uttlesford

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Protected Characteristic - Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave

Please tick (✓) the relevant box:

Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>

Overall impact:

Positive – There are no adverse impacts to implementing the scheme

**Expand box as required*

Evidence:

The scheme will alleviate the rising pressure of the cost of living, as it is based on the Council Tax liability.

**Expand box as required*

Sources used:

[Council Tax Support Fund guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**Expand box as required*

Socio-economic status: Consider those who are from low income or financially excluded backgrounds	
<i>Please tick (✓) the relevant box:</i>	
Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>
Overall impact: <p>The scheme aims to promote equality of opportunity in Uttlesford, by providing awards specifically targeted at residents on low incomes.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	
Evidence: <p>The scheme eligibility is targeted on households who are struggling financially, by providing awards specifically targeted at residents on low incomes.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	
Sources used: <p>Council Tax Support Fund guidance - GOV.UK (www.gov.uk)</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	

Health & Wellbeing Impact: Consider both short and long-term impacts of the activity on a person's physical and mental health, particularly for disadvantaged, vulnerable or at-risk groups. Can health and wellbeing be positively promoted through this activity? Please use the Health and Wellbeing Impact Tool in Appendix 2 to help you answer this question.	
<i>Please tick (✓) all the relevant boxes that apply:</i>	
Positive	<input checked="" type="checkbox"/>
Neutral	<input type="checkbox"/>
Negative	<input type="checkbox"/>
Overall impact: <p style="text-align: right;"><i>*Expand box as required</i></p> <p>Do you consider that a more in-depth HIA is required as a result of this brief assessment? Please tick (✓) the relevant box</p> <p style="text-align: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
Evidence: <p>By providing hardship payments to enable residents to pay increased cost of living expenses, the scheme aims to promote equality of opportunity in Uttlesford</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	
Sources used: <p>Council Tax Support Fund guidance - GOV.UK (www.gov.uk)</p> <p style="text-align: right;"><i>*Expand box as required</i></p>	