

Cambridge City Council Equality Impact Assessment (EqIA)

This tool helps the Council ensure that we fulfil legal obligations of the [Public Sector Equality Duty](#) to have due regard to the need to –

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Guidance on how to complete this tool can be found on the Cambridge City Council intranet. For specific questions on the tool email Helen Crowther, Equality and Anti-Poverty Officer at equalities@cambridge.gov.uk or phone 01223 457046.

Once you have drafted the EqIA please send this to equalities@cambridge.gov.uk for checking. For advice on consulting on equality impacts, please contact Graham Saint, Strategy Officer, (graham.saint@cambridge.gov.uk or 01223 457044).

1. Title of strategy, policy, plan, project, contract or major change to your service
Introduction of Discretionary Self-Isolation payment
2. Webpage link to full details of the strategy, policy, plan, project, contract or major change to your service (if available)
TBC
3. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?
<p>This discretionary payment of £500 is designed to support people on low incomes who are not in receipt of the listed benefits, if they will lose income as a result of self-isolating, and to encourage them to get tested if they have symptoms. This is important to help stop the transmission of COVID-19 and avoid further economic and societal restrictions. The scheme will last until 31 January 2021.</p> <p>Statutory requirement to have a policy in place by 12 October 2020 at the latest and to facilitate any requests under the policy from 28 September 2020. Discretionary applicants must:</p>

- have been working prior to the instruction to self-isolate,
- experience a drop in earnings
- be unable to work from home
- experiencing exceptional hardship
- not be receiving specified welfare benefits (Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker’s Allowance, Income Support, Housing Benefit and/or Pension Credit)

4. Responsible service
Revenues and Benefits

<p>5. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick all that apply)</p>	<p><input checked="" type="checkbox"/> Residents <input type="checkbox"/> Visitors <input type="checkbox"/> Staff</p>
<p>Please state any specific client group or groups (e.g. City Council tenants, tourists, people who work in the city but do not live here):</p> <p>Residents on a low income who are unable to work due to a duty to self-isolate.</p>	

<p>6. What type of strategy, policy, plan, project, contract or major change to your service is this?</p>	<p><input checked="" type="checkbox"/> New <input type="checkbox"/> Major change <input type="checkbox"/> Minor change</p>
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<p>7. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service? (Please tick)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If ‘Yes’ please provide details below:</p> <p>Customer Service Centre – to direct potential applicants to apply (also to signpost to other support – foodbanks etc.) and to take telephone applications from those who are digitally excluded.</p>	

Environmental Health – to support publicity through Public Health work and assist in accessing CTAS to verify self-isolation instructions.

Community Services – to support publicity through existing hubs, signposting to other areas of support such as mutual aid, community hubs, foodbanks etc.

8. Has the report on your strategy, policy, plan, project, contract or major change to your service gone to Committee? If so, which one?

No

9. What research methods/ evidence have you used in order to identify equality impacts of your strategy, policy, plan, project, contract or major change to your service?

Identified groups to benefit from a Discretionary Scheme who are excluded from the main scheme are:

- Council Tax Reduction claimants – will have been subjected to an income and expense assessment to demonstrate that a loss of earnings will impact financially.
- Citizens who do not have Recourse to Public funds, will not be able to claim specified welfare benefits but may have been able to work and a loss of earnings will present them with exceptional hardship.
- Students who are unable to claim specified welfare benefits and who were working prior to the instruction to self-isolate may be able to demonstrate exceptional hardship.

Applications cannot be made earlier than 28 September 2020 and applicants have up to 14 days following the end of their self-isolation period to make an application which should be sufficient if the applicant becomes unwell.

Applicants who experience more than one instruction to self-isolate can apply for a payment for each instruction if all other criteria are met.

10. Potential impacts

For each category below, please explain if the strategy, policy, plan, project, contract or major change to your service could have a positive/ negative impact or no impact. Where an impact has been identified, please explain what it is. Consider impacts on service users, visitors and staff members separately.

(a) Age - Please also consider any safeguarding issues for children and adults at risk

Mainly affects working age as applicant must have had a loss of earnings due to requirement to self-isolate and unable to work from home.

However, there are no age restrictions.

(b) Disability

People with long term health conditions and disabilities are more likely to be in low-paid occupations and if not on welfare benefits, at the margins of these benefits. Loss or reduction in earnings is likely to disproportionately affect this group.

<https://www.jrf.org.uk/report/uk-poverty-2019-20>

(c) Gender reassignment

No impact identified specific to this protected characteristic

(d) Marriage and civil partnership

If a couple are both working, both unable to work from home, both experiencing a drop in earnings which could place them in hardship, two lots of £500 can be paid.

(e) Pregnancy and maternity

Unless working and been told to self-isolate, this cohort will fall outside of the main scheme but if they were working and told to self-isolate, are claiming Council Tax Reduction (CTR) or have No Recourse to Public Funds (NRPF) and can demonstrate they are unable to work from home and experiencing exceptional hardship, will be able to apply for a Discretionary Self-Isolation Payment.

(f) Race – Note that the protected characteristic ‘race’ refers to a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

People from black and ethnic minorities are more likely to be in low-paid occupations and if not on welfare benefits, at the margins of these benefits. Loss or reduction in earnings is likely to disproportionately affect this group (for instance, see: <https://www.jrf.org.uk/report/uk-poverty-2019-20>).

Moreover, citizens who do not have Recourse to Public funds, will not be able to claim specified welfare benefits but may have been able to work and a loss of earnings will present them with exceptional hardship.

Web page <https://www.cambridge.gov.uk/test-and-trace-support-payment> providing details of the payment and additional support is easily translatable.

(g) Religion or belief

No impact identified specific to this protected characteristic

(h) Sex

No impact identified specific to this protected characteristic

(i) Sexual orientation

No impact identified specific to this protected characteristic

(j) Other factors that may lead to inequality – in particular, please consider the impact of any changes on low income groups or those experiencing the impacts of poverty

This fund is for people experiencing exceptional economic hardship who are unable to work due to a duty to self-isolate and are receiving a drop in earnings.

11. Action plan – New equality impacts will be identified in different stages throughout the planning and implementation stages of changes to your strategy, policy, plan, project, contract or major change to your service. How will you monitor these going forward? Also, how will you ensure that any potential negative impacts of the changes will be mitigated? (Please include dates where possible for when you will update this EqlA accordingly.)

Applications online (and by telephone for those digitally excluded) will be available by 12 October 2020 at the latest. Applicants have 14 days from the end of their notified self-isolation period to make an application.

12. Do you have any additional comments?

To apply, applicants will complete an online form (or a telephone application if digitally excluded) and provide their local authority with:

- A notification from NHS Test and Trace asking them to self-isolate;
- A bank statement; and
- Proof of employment or, if they are self-employed, evidence of self-assessment returns, trading income and proof that their business delivers services which cannot be undertaken without social contact.
- Reasons why they cannot work from home and that they are suffering financial hardship as a result of self-isolating.

Applications can be made on behalf of the individual instructed to self-isolate. Payments must be made to the bank account of the individual instructed to self-isolate. This may cause some complexities where an account is overdrawn. Information on first right of appropriation will be issued, where on checking of the required bank statement, it is noted that the applicant is overdrawn.

13. Sign off

Name and job title of lead officer for this equality impact assessment: Naomi Armstrong, Benefits Manager.

Names and job titles of other assessment team members and people consulted: Helen Crowther, Equality and Anti-Poverty Officer, Clarissa Norman, Customer Service Operations Manager.

Date of EqIA sign off: [12 October 2020](#)

Date of next review of the equalities impact assessment: [31 March 2021](#)

Date to be published on Cambridge City Council website: [Click here to enter text.](#)

All EqIAs need to be sent to Helen Crowther, Equality and Anti-Poverty Officer. Ctrl + click on the button below to send this (you will need to attach the form to the email):

[Send form](#)