



# South Cambridgeshire District Council Equality Impact Assessment (EqIA)

## Introduction – Please read

The Public Sector Equality Duty, introduced under the Equality Act 2010, requires all public bodies, including local authorities, to have due regard to the need to:

- 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

Equality Impact Assessments (EqIAs) allow the Council to:

- Show that we are meeting this legal duty by demonstrating due regard for the provisions of the Public Sector Equality Duty
- Identify possible negative impacts on individuals and groups with protected characteristics, plan mitigating action and seek to maximise opportunities to advance equality within our activities.

EqIAs provide a methodical approach to the assessment of impacts across the [nine protected characteristics](#) and 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.

Throughout the course of this form, please hover over the [📖] symbol for guidance in relation to specific questions. When the form is completed, please send an electronic copy to [equality.schemes@scambs.gov.uk](mailto:equality.schemes@scambs.gov.uk). If you require any additional support completing the form, please email the above address.



South  
Cambridgeshire  
District Council

# Equality Impact Assessment Complete Form

## Section 1: Identifying Details

- 1.1** Officer completing EqIA:  
Kate Yerbury
- 1.2** Team and Service:  
Policy and Performance Team, Transformation Service
- 1.3** Title of proposal:  
Equality Scheme 2020-2024
- 1.4** EqIA completion date:  
19/11/2020
- 1.5** Proposal implementation date:  
07/12/2020
- 1.6** Who will be responsible for implementing this proposal:  
Policy and Performance Team

## Section 2: Proposal to be Assessed

- 2.1** Type of proposal:  
Other - Please specify  
If other, please specify  
Scheme, including Equality Objectives and action plan
- 2.2** Is the proposal:



New

**2.3** State the date of any previous equality impact assessment completed in relation to this proposal (if applicable):

N/A

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

The purpose of our Equality Scheme is to:

- Set out our equality objectives for the period 2020-24 and provide details to show how these will contribute to wards the aims of the Public Sector Equality Duty (eliminate discrimination; advance equality of opportunity; foster good relations)
- Present the Council's approach to embedding equality within Council services.
- Provide details of the equality responsibilities of the Council, it's employees and elected representatives.
- Set arrangements for monitoring and checking progress against our equality objectives.

**2.6** Which of the council's business plan priorities does this proposal link to?

- Helping Businesses to grow
- Building homes that are truly affordable to live in
- Being green to our core
- A modern and caring council

**2.7** 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.

**2.8** Which groups or individuals will the proposal affect:

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

If other, please specify [Local residents, businesses, and other stakeholders](#)

**2.9** 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 on in the form) (approximately 250 words)

The scheme sets out how the Council will go about meeting the aims of the Public Sector Equality Duty through the provision of its services and other activities. It sets out three high level Equality Objectives:

- 1) Understand the diversity that exists within the South Cambs population and identify, prioritise and deliver actions that will narrow the gap in outcomes between disadvantaged groups and the wider community.
- 2) SCDC is an employer that values difference and recognises the strength that a diverse workforce brings.
- 3) Protected groups are included and have their voices heard in discussions about the future shape of the district.

**2.10** How many people will this proposal affect? (Approximately)

500+ employees, 45 councillors and South Cambs population (approx. 159086).

- 2.11** 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?  
(Approximately 250 words)

N/A

## Section 3: Evidence and Data

- 3.1** Describe any research (this could include consultation) and analysis you have undertaken to understand how [protected characteristic groups](#) are likely to be affected? Please list any key sources that you used to obtain this Information. 

(Approximately 250 words)

Research has been undertaken using resources such as Office for National Statistics, Cambridgeshire Insight, Public Health England, Police and Crime statistics, Indices of Multiple Deprivation, Equality and Human Rights Commission (EHRC), plus individual reports such as the 'Race in The Workplace: The McGregor Smith' (2018), EHRC's 'Being Disabled in Britain: A Journey Less Equal' (2017) report and Stonewall's 'LGBT in Britain Work Report' (2018).

Facts and figures taken from this research and outlining key issues for people with protected characteristics (and which have gone on to inform our Equality Objectives) have been included in the 'Appendix A – Facts and Figures' section of the [SCDC Equality Scheme 2020-24](#).

Engagement has also taken place with teams and staff from across the organisation, with Disability Confident and Race Equality Member Task and Finish Groups, the Council's Leadership Team and Cabinet.

- 3.2** Describe any research (this could include consultation) and analysis you have undertaken to understand any effects on any other groups of people not mentioned in the nine [protected characteristic groups](#) (for example people who live in rural areas, who live in areas of high growth, or from low income backgrounds). 

(Approximately 250 words)

The research detailed above included information gathering and discussion in relation to non-protected groups characteristics. This included the rural nature of large parts of the district and the difficulties that can be faced when trying to access housing and/or services (as shown by Indices of Multiple Deprivation), and the significant levels of growth that are forecast for the district. As above, these factors are detailed in the 'Appendix A – Facts and Figures' section of the [SCDC Equality Scheme 2020-24](#).

- 3.3** If you have not undertaken any consultation, please detail why not, or when consultation is planned to take place. 

(Approximately 250 words)

Engagement sessions were held with both member and officer groups. The scheme has also, in part, been informed by a previous consultation exercise that took place with residents when shaping the Council's overall Business Plan. This has helped to shape the Council's objectives, with feedback around affordability of housing and difficulties accessing key services reflected within the objectives and actions set out within the Equality Scheme. Additionally, an action has been included within the scheme under the third equality objective ('Protected groups are included and have their voices heard in discussions about the future shape of the district') which commits the Council to review arrangements for consulting on key decisions with residents. The completion of this action will assist in determining methods of public consultation on future reviews of the Equality Scheme.



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

### 4.1 Age:

**4.1.1** Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

**If you have selected no – please move forward to question 4.2 Disability**

**If you have selected yes – please continue below (4.1.2)**

**4.1.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

**Positive impact** as it seeks to minimise discrimination within the workforce, service provision and supply chain.

Reviews of working practices, policies, workforce, consultation processes and services should identify and improve opportunities for all ages and minimise the risk of discrimination within and external to SCDC.

Though there are no age-specific actions detailed in the scheme, more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the age protected characteristic group.

**4.1.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a>	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

## 4.2 [Disability:](#)

**4.2.1** Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

**If you have selected no – please move forward to question 4.3 Gender Reassignment**

**If you have selected yes – please continue below (4.2.2)**

**4.2.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 

- approximately 250 words per impact

**Positive Impact.** The Scheme identifies clear actions to improve the opportunities for those with a disability.

Actions such as reviewing housing provision, accessible content for those with disabilities or neuro-diversity, and achieving Disability Confident Level 2 accreditation, will seek to improve the opportunities and welfare of those with disabilities.

Other more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the disability protected characteristic group.

**4.2.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> including those around Disability Confident accreditation.	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

### 4.3 Gender Reassignment:

**4.3.1** Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

**If you have selected no – please move forward to question 4.4 Marriage and Civil Partnership**

**If you have selected yes – please continue below (4.3.2)**

**4.3.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 📖
- approximately 250 words per impact

**Positive impact.** The equality scheme seeks to minimise discrimination whilst also improving the opportunity for those with a protected characteristic.

Though there are no gender reassignment-specific actions detailed in the scheme, more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the gender reassignment protected characteristic group.

**4.3.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:



Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

#### 4.4 [Marriage and Civil Partnership:](#)

**4.4.1** Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

**If you have selected no – please move forward to question 4.5**

**Pregnancy and Maternity**

**If you have selected yes – please continue below (4.4.2)**

**4.4.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

**Positive impact.** The equality scheme seeks to minimise discrimination whilst also improving the opportunity for those with a protected characteristic.



Though there are no marriage and civil partnership-specific actions detailed in the scheme, more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the marriage and civil partnership protected characteristic group.

**4.4.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
4.5 Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

### **Pregnancy and Maternity:**

**4.5.1** Has your research identified that the proposal will have an impact on this protected characteristic?

Yes

**If you have selected no – please move forward to question 4.6 Race**

**If you have selected yes – please continue below (4.5.2)**

**4.5.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

**Positive impact.** The equality scheme seeks to minimise discrimination whilst also improving the opportunity for those with a protected characteristic.

Though there are no pregnancy and maternity-specific actions detailed in the scheme, more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the pregnancy and maternity protected characteristic group.

**4.5.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

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## 4.6 Race:

**4.6.1** Has your research identified that the proposal will have an impact on this protected characteristic?

yes

**If you have selected no – please move forward to question 4.7 Religion or Belief**

**If you have selected yes – please continue below (4.6.2)**

**4.6.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

### **Positive impact.**

The scheme identifies actions for improving opportunity for those who may face barriers in society as a result of their race, colour, nationality or national origins. This includes:

- Reviewing and re-launching the Council's translation provision for different language users
- Celebrating and promoting diversity by marking key dates within the calendar, including but not limited to Black History month;
- Engaging as a member of the Community Safety Partnership to influence an increase in the recruitment and development of more



BAME Police Officers for Cambridgeshire; to ensure that BAME people are not disproportionately subject to the stop and search powers in Cambridgeshire; and to ensure that arrest and custody measures are proportionate in Cambridgeshire.

- Work with the Local Resilience Forum and the NHS to review the impact of the coronavirus on protected characteristic groups, particularly the BAME community, and to identify opportunities to lessen the impact

Other more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the Race protected characteristic group.

**4.6.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> , including the Race-specific actions detailed above	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.



## 4.7

### Religion or Belief:

**4.7.1** Has your research identified that the proposal will have an impact on this protected characteristic?

yes

**If you have selected no – please move forward to question 4.8 Sex**

**If you have selected yes – please continue below (4.7.2)**

**4.7.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

**Positive impact.** The equality scheme seeks to minimise discrimination whilst also improving the opportunity for those with a protected characteristic.

The non-specific actions as detailed within the scheme will positively impact those with differing religious beliefs, including people of different religions and beliefs within consultations, cultural sensitivity and biases training for staff and members, and opportunity to mark different religious events throughout the year (promoting education and inclusion).

**4.7.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:



Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

#### 4.8 [Sex:](#)

**4.8.1** Has your research identified that the proposal will have an impact on this protected characteristic?

yes

**If you have selected no – please move forward to question 4.9 (Sexual Orientation)**

**If you have selected yes – please continue below (4.8.2)**

**4.8.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact



**Positive impact.** The equality scheme seeks to minimise discrimination whilst also improving the opportunity for those with a protected characteristic.

Though there are no sex-specific actions detailed in the scheme, more generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the sex protected characteristic group.

**4.8.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
4.9 Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

### Sexual Orientation:

**4.9.1** Has your research identified that the proposal will have an impact on this protected characteristic?

yes

**If you have selected no – please move forward to question 4.10 (Other)**

**If you have selected yes – please continue below (4.9.2)**

**4.9.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

**Positive impact.** Specific actions within the scheme seek to reduce bias and encourage diversity and inclusion. Provision of training and promotion of key dates for the LGBTQ+ community increases opportunity for enhanced learning, understanding and reduce negative impacts to the LGBTQ+ SCDC community.

More generalised actions, for example to improve accessibility to information and/or review processes to ensure that they do not disadvantage people with protected characteristics will include consideration of the sexual orientation protected characteristic group.

**4.9.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-2024	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the



			Council's public Cabinet meeting for review.
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#### 4.10 Other: (e.g. rurality, growth, socio-economic status etc.).

**4.10.1** Has your research identified that the proposal will have an impact on this protected characteristic?

yes

**If you have selected no – please move forward to question 5.1**

**If you have selected yes – please continue below (4.10.2)**

**4.10.2** Describe the impacts of the proposal on this protected characteristic group identified through your research, including

- whether each impact is positive, neutral or negative
- whether it is a high, medium or low impact. 
- approximately 250 words per impact

**Positive.** Equality actions have been identified and agreed taking into account the specific characteristics of South Cambridgeshire, particular it's rurality and growth.

Objective 1 includes actions that will, amongst other things, consider access to services by people who might find themselves particularly isolated as a result of the rural nature of the district.

Objective 3 includes actions that will seek to ensure that protected groups are included and have their voices heard in discussions about the future shape of the district.

**4.10.3** Please complete the table below to detail actions that need to take place to minimise the negative and maximise the positive impacts raised in the previous question:

Action	Responsible Officer	Timescale for completion	How will the actions be monitored?
Delivery of the actions as identified by the objectives in the <a href="#">Equality Scheme</a> .	See Equality Objectives section of the <a href="#">Equality Scheme</a> for responsibility of specific actions.	2020-24	Annual review of progress against each of the actions within the equality scheme. This will be published and submitted to the Council's public Cabinet meeting for review.

## 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 whether or not to proceed with the proposal (this section can be included within the 'equality implications' section of any committee reports). (Approximately 250 words)

The equality scheme seeks to advance the three aims of the Public Sector Equality Duty (eliminate discrimination; advance equality of opportunity; foster good relations). Research has been undertaken and three objectives have been identified setting out how this is to be achieved over the coming four years. The actions falling within the objectives have been shaped to seek out improvement for all protected characteristics, with only a small number of actions identified that are specific to a particular characteristic group. The



overriding impact of the implementation of the scheme will be positive.

Monitoring and publication of progress towards each of the actions within the scheme will take place annually to ensure that actions can be taken and adjustments made to ensure that the scheme is implemented effectively.

**5.2** Confirm the recommendation of the officer completing the EqIA:

Proceed with the proposal with no actions identified as required within Section 4 of the EqIA: Analysis demonstrates that the policy is robust, the  evidence shows no potential for discrimination and we have taken all appropriate opportunities to advance equality and foster good relations between groups.

Adjust proposal and proceed: We will take steps to remove barriers or better advance equality as detailed in the action tables in Section 4.

Where possible actions should be done before the proposal is implemented. Where this isn't possible, timescales for completion are included in Section 4 action tables

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

**5.3** Signature of individual completing EqIA:

Kate Yerbury and Kevin Ledger

**5.4** Date of completion:

19/11/2020

## Section 6: Sign Off

**6.1** Approving officer EqIA review outcome:

Proceed with the proposal with no actions identified as required within Section 4 of the EqIA: Analysis demonstrates that the policy is robust, the

evidence shows no potential for discrimination and we have taken all appropriate opportunities to advance equality and foster good relations between groups.



South  
Cambridgeshire  
District Council

Adjust proposal and proceed: We will take steps to remove barriers or better advance equality as detailed in the action tables in Section 4.

- Where possible actions should be done before the proposal is implemented. Where this isn't possible, timescales for completion are included in Section 4 action tables

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

**6.2** Do you give permission to publish this EqlA on SCDC website (delete as appropriate)? If no, please state reason

Yes

**6.3** When will this proposal next be reviewed and who will this be?

30/06/2021

Policy & Performance Team

**6.4** Approving officer signature:

**6.5** Date of approval:

19/11/2020

Please send a copy to [Equality.Schemes@scambs.gov.uk](mailto:Equality.Schemes@scambs.gov.uk)