

BSP EQUALITY IMPACT AND NEEDS ANALYSIS

Directorate	Resources
Service Area	Revenue Support
Service/policy/function being assessed	Wandsworth Council Tax Reduction
Which borough (s) does the service/policy apply to	Wandsworth
Staff involved in developing this EINA	Peter Forde, Sara-Jane Solis, Nichola Obande
Date approved by Directorate Equality Group (if applicable)	
Date approved by Policy and Review Manager All EINAs must be signed off by the Policy and Review Manager	
Date submitted to Directors' Board	

1. Summary

Council Tax Reduction helps eligible low-income households meet some or all of their Council Tax liability. The Council is required to operate the nationally prescribed scheme for pension-age households and determines its own local scheme for working-age households. This EINA assesses proposed changes to Wandsworth's working-age Council Tax Reduction Scheme from 1 April 2027. Pension-age households are not affected by the proposal.

The proposal would retain an income-banded working-age scheme but remove the existing WA1 category, which currently provides 100% Council Tax Reduction to qualifying households, including households receiving specified disability-related benefits and households with a child under three. Affected households would instead be assessed under the remaining working-age categories. The proposal would also introduce additional income bands to extend some support to low-income working households whose earnings currently place them outside the scheme. Changes in the level of support would be phased over four years.

The proposal would have both positive and negative impacts. The additional income bands would extend some support to low-income working households that do not currently qualify for Council Tax Reduction. Some existing working-age recipients are also expected to receive a higher percentage of support in the first year of the revised scheme.

The most significant adverse impact arises from the removal of WA1. Approximately 7,102 existing households are currently in this category, around 74% of claimants. These households would no longer receive 100% Council Tax Reduction and would become liable to pay a proportion of their Council Tax bill. The affected cohort includes disabled residents and households with a child under three. The financial impact would increase over the four-year period as the revised support levels are phased in. Around 26% of claimants – 2,548 Household aged between 18-65 – will receive an increased level of support in Year 1 due to the increase of the Council Tax reduction percentage Support.

The proposal is therefore likely to have a particularly significant impact on disabled residents, families with very young children, carers, single parents and households already experiencing socio-economic

disadvantage. The EINA identifies the need for targeted consultation, accessible communication, welfare and debt advice, appropriate discretionary support, and monitoring of arrears, collection and hardship indicators. The EINA will be updated following consultation and as further service-level data become available.

2. Evidence gathering and engagement

a. What evidence has been used for this assessment? For example, national data, local data via DataRich or DataWand

Evidence	Source
ONS Census (2021)	Census - Office for National Statistics (ons.gov.uk)
Indices of Deprivation (2025)	https://www.datawand.info/indices-of-deprivation-2025/
Annual Population Survey (2025) Economic Activity Data ONS – Data Wand	Economy - UTLA Wandsworth Report Builder for ArcGIS (datawand.info)
Joint Strategic Needs Assessment (2021)	Joint Strategic Needs Assessment (JSNA) - Wandsworth Borough Council
GLA Population Projections of 2025 (2023)	DataWand – Population Explorer
Current CTR Caseload	Civica and Northgate Report

b. Who have you engaged and consulted with as part of your assessment?

Individuals/Groups	Consultation/Engagement results	Date	What changed as a result of the consultation
Wandsworth residents, including current working-age CTR recipients and other Council Tax payers	Consultation on the proposed scheme is planned. The consultation will seek views on the affordability of the proposed changes, the phasing of reductions in support, the accessibility of information and the support or mitigation that may be needed. This section will be updated when the consultation has concluded.	[insert]	

3. Analysis of need

The proposal applies directly to working-age CTR recipients. Borough-wide demographic data provide useful context but do not, on their own, establish the characteristics of CTR recipients or the distribution of impacts. The assessment therefore gives greatest weight to available service-level evidence about current CTR households and uses borough, London or national evidence as supporting or proxy evidence where claimant-level information is unavailable.

Protected group	Findings																
Age	In Wandsworth,15,214 households receive Council Tax Reduction. Of these, 9,589 are household aged 18-65 which are classified for Scheme purposes as Working Age. <table><tr><th>Age</th><th>Borough Population</th><th>CTR recipients</th><th>No. of households claiming CTR</th></tr><tr><td>0 to 15</td><td>15%</td><td>0%</td><td>0</td></tr><tr><td>16 to 64 –</td><td>75%</td><td>63%</td><td>9650</td></tr><tr><td>65 and over –</td><td>10%</td><td>37%</td><td>5,693</td></tr></table> <i>Data note: the CTR scheme classification of Working Age is 18 to 65, whereas population data generally uses 16-64 per the table above.</i>	Age	Borough Population	CTR recipients	No. of households claiming CTR	0 to 15	15%	0%	0	16 to 64 –	75%	63%	9650	65 and over –	10%	37%	5,693
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Disability	All Disability 11.4% (37,425 individuals) of the Wandsworth Borough identify as having a disability (ONS Census 2021). The graph below illustrates the proportion of individuals in Wandsworth which are disabled. This also shows the proportion of individuals not disabled but have long-term conditions that do not limit them. Disabilities in Wandsworth (Census 2021) <table><tr><th>Category</th><th>Percentage</th></tr><tr><td>Disabled - Activities limited a lot</td><td>4.5%</td></tr><tr><td>Disabled - Activities limited a little</td><td>6.9%</td></tr><tr><td>Not Disabled - Has a long-term condition but not limited</td><td>6.2%</td></tr><tr><td>Not Disabled - No long-term conditions</td><td>82.4%</td></tr></table>	Category	Percentage	Disabled - Activities limited a lot	4.5%	Disabled - Activities limited a little	6.9%	Not Disabled - Has a long-term condition but not limited	6.2%	Not Disabled - No long-term conditions	82.4%						
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The grid below shows that the highest proportion of disabled residents are aged 65 and over, whilst the smallest proportion of disabled are aged between 0-15(Census 2021).

Age	% of the borough
0-15	0.78
16-24	1.07
25-34	1.74
35-49	1.99
50-64	2.64
65+	3.22

The CTR scheme currently supports 7102 working age households who are considered vulnerable either due to their disability status or having a child under the age of three and not in employment.

33% (2348) of the 7102 Working age household are lone parents and couples with a disability and or children under the age of 3..

The proposed scheme removes 100% Support for vulnerable working age residents.

The scheme does not affect Pension age claimants who are the age group with the highest proportion of disabled claimants in the borough.

Sex

Sex	Borough Population	%
Female	172,250	52%
Male	155,252	48%

CTR data is not disaggregated by sex. The scheme is open for everyone to apply and awards are based on income and status – for example, Couples with or without children, Lone parents and Single claimants.

Gender reassignment

Most Wandsworth residents identify as the same gender as their sex as registered at birth (Census 2021). The graph below demonstrates the proportions of the Wandsworth population by their gender identity.

	Proportion of the selected population by Gender Identity <table><tr><th>Gender Identity</th><th>Proportion</th></tr><tr><td>Same as sex registered at birth</td><td>92.9%</td></tr><tr><td>Not answered</td><td>6.5%</td></tr><tr><td>Different from birth (unspecified)</td><td>0.3%</td></tr><tr><td>Trans woman</td><td>0.1%</td></tr><tr><td>All other gender identities</td><td>0.1%</td></tr><tr><td>Trans man</td><td>0.1%</td></tr></table> Data on gender identity of CTR claimants not currently recorded.	Gender Identity	Proportion	Same as sex registered at birth	92.9%	Not answered	6.5%	Different from birth (unspecified)	0.3%	Trans woman	0.1%	All other gender identities	0.1%	Trans man	0.1%				
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Marriage and civil partnership	The table below demonstrates the proportion of the Wandsworth population according to marital status (ONS Census 2021). <table><tr><th>Marital Status</th><th>% of the borough</th></tr><tr><td>Never married and never registered a civil partnership</td><td>55.81</td></tr><tr><td>Married or in a registered civil partnership</td><td>32.99</td></tr><tr><td>Divorced or civil partnership dissolved</td><td>6.38</td></tr><tr><td>Widowed or surviving civil partnership partner</td><td>3.01</td></tr><tr><td>Separated, but still legally married or still legally in civil partnership</td><td>1.81</td></tr></table> Data on marital status of CTR claimants not currently recorded.	Marital Status	% of the borough	Never married and never registered a civil partnership	55.81	Married or in a registered civil partnership	32.99	Divorced or civil partnership dissolved	6.38	Widowed or surviving civil partnership partner	3.01	Separated, but still legally married or still legally in civil partnership	1.81						
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Pregnancy and maternity	The table above shows the birth rate in Wandsworth, and that the birth rate in Wandsworth is lower than the England average (Census 2021, ONS 2024). <table><tr><th>Birth rate per 1,000 females aged 15 to 44 years by region</th><th>2019</th><th>2020</th><th>2021</th><th>2022</th><th>2024</th></tr><tr><td>Wandsworth</td><td>48.1</td><td>46.5</td><td>44.5</td><td>40.1</td><td>39.1</td></tr><tr><td>England</td><td>57.7</td><td>55.3</td><td>54.3</td><td>51.9</td><td>49</td></tr></table> Data on pregnancy/maternity for CTR claimants not currently recorded.	Birth rate per 1,000 females aged 15 to 44 years by region	2019	2020	2021	2022	2024	Wandsworth	48.1	46.5	44.5	40.1	39.1	England	57.7	55.3	54.3	51.9	49
Birth rate per 1,000 females aged 15 to 44 years by region	2019	2020	2021	2022	2024														
Wandsworth	48.1	46.5	44.5	40.1	39.1														
England	57.7	55.3	54.3	51.9	49														
Race/ethnicity	Demographics Wandsworth is an ethnically diverse borough compared to England. However, compared to London and Inner London, Wandsworth has much higher proportion of White British individuals (Census 2021). Ethnicity breakdown, numbers, and percentage, Census 2021, Wandsworth, London and England <table><tr><th>Ethnicity</th><th>Wandsworth</th><th>Wandsworth %</th><th>London</th><th>London %</th><th>England</th><th>England %</th></tr><tr><td>Asian, Asian British or Asian Welsh</td><td>38314</td><td>11.7%</td><td>1817640</td><td>20.7%</td><td>5426392</td><td>9.6%</td></tr></table>	Ethnicity	Wandsworth	Wandsworth %	London	London %	England	England %	Asian, Asian British or Asian Welsh	38314	11.7%	1817640	20.7%	5426392	9.6%				
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	Black, Black British, Black Welsh, Caribbean or African	33062	10.1%	1188370	13.5%	2381724	4.2%																				
	Mixed or Multiple ethnic groups	20598	6.3%	505775	5.7%	1669378	3%																				
	White	222090	67.8%	4731172	53.8%	45783401	81%																				
	Other ethnic group	13442	4.1%	556768	6.3%	1229153	2.2%																				
	Data on ethnicity of CTR claimants not currently recorded.																										
Religion and belief, including non belief	The table below shows religion, belief, and non-belief in Wandsworth from the 2021 Census.																										
	<table><tr><td>Religion</td><td>% of the borough</td></tr><tr><td>Christian</td><td>42.64</td></tr><tr><td>No religion</td><td>36.2</td></tr><tr><td>Muslim</td><td>9.92</td></tr><tr><td>Not answered</td><td>7.18</td></tr><tr><td>Hindu</td><td>1.96</td></tr><tr><td>Buddhist</td><td>0.7</td></tr><tr><td>Other religion</td><td>0.57</td></tr><tr><td>Jewish</td><td>0.54</td></tr><tr><td>Sikh</td><td>0.29</td></tr></table>							Religion	% of the borough	Christian	42.64	No religion	36.2	Muslim	9.92	Not answered	7.18	Hindu	1.96	Buddhist	0.7	Other religion	0.57	Jewish	0.54	Sikh	0.29
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Sexual orientation	The 2021 Census was the first time it collected data on sexual orientation.																										
	The question was voluntary and only asked of people aged 16+ (n= 273,562). Locally, 14,224 (5.2%) of 16+ year olds were either gay/lesbian, bisexual or any other sexual orientation. This was lower than Inner London (6.4%) and higher than England (3.2%) and London (4.3%).																										
	Locally, males were more likely to identify as LGB+ with the majority aged between 25-44 years (higher proportion aged 24-34 years old). In females, the majority of LGB+ were more likely to be aged between 16-34 years (higher proportion aged 25-34 years old). England wide analyses show that majority of LGB+ were aged 16-34.																										
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Socio-economic status (to be treated as a protected characteristic under Section 1 of the Equality Act 2010)	Deprivation (Indices of Deprivation 2025) Wandsworth is within the 35% least deprived Local Authorities (LAs) in England according to the 2025 IMD, whereas in 2019 it was amongst the 50% least deprived, ranking 193 of 296 local authorities and the 7 th least deprived London Borough. Data shows that whilst Wandsworth as whole is within the 35% least deprived local authorities in England there are areas in Roehampton, Latchmere and Tooting which are amongst the most deprived in the country (20% most deprived).																										

Include the following groups: • Deprivation (measured by the 2019 English Indices of Deprivation) • Low-income groups & employment • Carers • Care experienced people • Single parents • Health inequalities • Refugee status	The borough is among the least deprived local authorities in England for five of seven domains: Income; Employment; Education, Skills & Training, Health Deprivation & Disability; Barriers to Housing & Services). Wandsworth ranks in the least deprived 4% nationally for Education, Skills & Training. Wandsworth ranks among the 10 most deprived local authorities in England for Living Environment - and within London, it is the fourth most deprived borough in this dimension and remains in the 50% most deprived local authorities nationally for Crime in 2025. The borough's relative ranking has improved across several domains including Employment, Health Deprivation & Disability, Barriers to Housing & Services and Crime. Despite an improvement in Crime, the borough still sits within the 50% most deprived local authorities nationally for this domain. The upward movement in Barriers to Housing & Services and Crime reflects a wider trend across London boroughs but notably, Wandsworth's improved ranking in Employment and Health are among the largest in London, bucking the regional trend. Despite a slight improvement in relative rank, Wandsworth is still just within the 50% most deprived nationally for the Income of Deprivation Affecting Children Index (IDACI) – the average score for the borough indicates that 35% of children are affected by income deprivation. For the Income Deprivation Affecting Older People Index (IDAOPI), Wandsworth's relative rank was stable between 2019 and 2025 – the average score indicates that 27% of older people in the borough are affected by income deprivation. No Wandsworth LSOAs were ranked amongst the 10% most deprived in England for the IMD and 72% of Wandsworth LSOAs are in the least deprived half nationally in 2025 – compared to 62% in 2019. Wards with the highest levels of deprivation are Falconbrook, Tooting Broadway, Wandsworth Town, Furzedown, and Roehampton – which are in the 20% most deprived nationally. Variations in life expectancy across the borough are driven by inequalities between more deprived and less deprived areas. These are most evident in the 60 to 79 age group and are mainly driven by cancer and cardiovascular disease. Employment 83.6% of individuals aged 16-64 are in employment in Wandsworth. By gender, 86.7% of males are in employment whilst 80.9% of females are in employment according to Nomis data (June 2025). This is higher than both London (75.5%) and England (75.8) Unpaid Carers The largest proportion of unpaid carers provide care for 9 hours or less (2.3%) (ONS Census 2021). This is lower than the London and England average. The table below shows the number of hours unpaid carers provide in Wandsworth. This is also lower than the London and England average across each field.
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Place	9 hours or less	10 to 19 hours	20 to 34 hours	35 to 49 hours	50 or more hours
Wandsworth	2.3	0.8	0.6	0.7	1.4
London	2.6	1	0.8	0.9	2
England	3.1	1.2	0.8	1	2.6

Care Experienced People

Children in care

In 2024/25, Wandsworth’s rate was 37 per 10,000 (n=218), which was the 6th lowest in Inner London Boroughs, 61% lower than the England average and 32% lower than the London average. The latest Borough figure for 2024/25 was also lower than in 2020/21, having seen a 21% reduction during this time.

In March 2024, 9% of the looked after children population are unaccompanied asylum-seeking children and the majority of looked after children are 10+ years (60%) which is linked to a particularly high level of need for this age group (Department for Education, 2025).

Single Parents

Census 2021 data highlighted that 8,281 households (6.0%) were Lone Parent families with dependent children.

Refugee Status

Home Office data from March 2023 notes that Wandsworth had 97 asylum seekers in receipt of support from the authority. This number has risen from 40 individuals in June 2021. Only three other London Boroughs have fewer asylum seekers in receipt of support.

Home Office data from 2025 on ‘Regional and local authority data on immigration groups’ notes that Wandsworth has 1450, asylum seekers residing within the Borough. This represents 0.4% of the population. This has risen from rising from 1304, which represents an 9% increase in one year.

Data gaps

Data gap(s)	How will this be addressed?
Sex, Gender Reassignment, Marriage/Civil Partnership, Pregnancy and Maternity, Race/Ethnicity, Religion, Sexual Orientation, Refugee Status	The information is not collated as it is not relevant for a decision to be made on a scheme and does not affect entitlement to CTR

4. Impact

Protected group	Positive	Negative
Age		Working-age households currently in WA1 would no longer receive 100%

	Pension-age CTR recipients would not be affected because they remain covered by the nationally prescribed scheme. Some working-age households may receive a higher percentage of support in the first year of the revised scheme, and some low-income working households that do not currently qualify may become eligible through the additional income bands. The proposals sets out the scheme for the following four-year period 1st April 2027 – 31st March 2028 1st April 2028 – 31st March 2029 1st April 2029 – 31st March 2030 1st April 2030 – 31st March 2031 This will allow for residents to financially plan ahead as they will know the CTR support, they are entitled to receive 2548 Household aged between 18-65, around 26% of claimants will receive an increased level of support in Year 1 due to the increase of the CTR percentage support. New income bands are being proposed to extend support to additional low-income households who do not currently receive CTR support but who may be impacted by the increase in Council Tax	CTR and would become liable for part of their Council Tax bill. This group includes households with a child under three. The effect on children and families will depend on the household's revised category, Council Tax band, other discounts and financial circumstances. 7,102 Households aged between 18-65, around 74% of claimants will be adversely affected by the changes as they will no longer receive 100% Council Tax Reduction support. The level of CT Support will reduce over the 4-year period. The household-level effect would increase over the implementation period as the revised support levels are phased in. Council Tax is due to increase by 94% The increased level of support does not fully offset the proposed increase in Council Tax. Household will be paying an increased contribution towards their Council Tax.
Disability	The proposed changes affect Working Age Claimants aged between 18 – 65 years old. Pensioners are not affected and remain protected under a statutory scheme.	The WA1 scheme, which gives working age households with disabilities and or children under the age of three 100% CTR, is being removed.

	The proposals sets out the scheme for the following four-year periods 1st April 2027 – 31st March 2028 1st April 2028 – 31st March 2029 1st April 2029 – 31st March 2030 1st April 2030 – 31st March 2031 This will allow for residents to financially plan ahead as they will know the Council Tax Reduction support, they are entitled to receive Under the proposed scheme the level of support is gradually reduced over years 1 and 2 to allow a gentler transition for vulnerable households. Introducing the revised support levels over four years would reduce the immediate first-year change compared with applying the final support levels at once. Accessible communications, reasonable adjustments and targeted advice could also reduce administrative and access barriers for disabled residents.	Removal of WA1 would directly affect disabled residents who currently receive 100% CTR through a qualifying disability-related criterion. These households would become liable for part of their Council Tax bill. The financial effect may be particularly significant for disabled households with additional living costs or limited ability to increase their income. Some residents may also require additional assistance or reasonable adjustments to understand the change, challenge an incorrect decision or access relevant support. 7,102 Households aged between 18-65, around 74% of claimants will be adversely affected by the changes Of the 7102 Households currently in WA1 4351 are Single with no children. 4307 of those households are not in employment and under the proposed scheme will be placed in WA3 and receive 81% Council Tax reduction Support compared to the 100% support they currently receive 403 Households currently in WA1 are couples with no children. 383 are not in employment and under the proposed scheme will be placed in WA3 and receive 81% Council Tax Reduction Support The level of CTR Support will reduce over the 4-year period. The reduction will be steeper in Year 3 and Year 4. Council tax is due to increase by 94%
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		WA1 households will see an average increase in Council Tax of £306.14 in 2027/28 (based on Band D charges)
Sex	No specific positive effect by sex has been established from the available evidence. Any benefit arising from the additional income bands will depend on the sex profile of the households that become eligible.	A differential effect by sex has not yet been quantified because claimant data are not currently disaggregated by sex. However, if women are disproportionately represented among affected lone-parent households or unpaid carers, the proposal may have a greater indirect effect on women.
Gender reassignment	No specific positive effect related to gender reassignment has been identified from the available evidence.	No specific differential effect is indicated by the available evidence as claimant-level information is not held.
Marriage and civil partnership	No specific positive effect arising from legal marriage or civil partnership status has been identified.	No differential effect by legal marriage or civil partnership status has been established.
Pregnancy and maternity	Some low-income households receiving maternity-related income may benefit if the additional income bands bring them within the revised scheme. The likely number is not currently known.	Removal of WA1 would reduce support for households with a child under three. This may affect pregnant residents, new parents and households experiencing temporarily reduced earnings during maternity or parental leave.
Race/ethnicity	No specific positive effect by ethnicity has been quantified because claimant-level ethnicity data are not currently available.	No specific differential effect is indicated by the available evidence as claimant-level information is not held.
Religion and belief, including non-belief	No specific positive effect related to religion or belief has been identified from the available evidence.	No specific differential effect is indicated by the available evidence as claimant-level information is not held.
Sexual orientation	No specific positive effect related to sexual orientation has been identified from the available evidence.	No specific differential effect is indicated by the available evidence as claimant-level information is not held.
Socio-economic status (to be treated as a protected characteristic under Section 1 of the Equality Act 2010)	2548 Household aged between 18-65, around 26% of claimants, will receive an increase level of support in Year 1 due to the increase of the CTR percentage support. This includes	The WA1 scheme, which gives working age households with disabilities and or children under the age of three 100% CTR, is being removed

Include the following groups: • Deprivation (measured by the 2019 English Indices of Deprivation) • Low-income groups & employment • Carers • Care experienced people • Single parents • Health inequalities • Refugee status	claimants in receipt of Universal Credit or on low income. New Income bands are being proposed to extend support to additional low-income households who do not currently receive CTR support, but who may be disproportionately impacted by the increase in Council Tax. The additional income bands would extend some CTR support to low-income working households that currently fall outside the scheme. Some existing households may also receive a higher percentage of support during the initial stage of the revised scheme. The four-year implementation period would reduce the immediate first-year change compared with introducing the final support levels at once. Under the proposed scheme the level of support is gradually reduced over years 1 and 2 to allow a gentler transition for vulnerable households. Single parents with children over the age of 3 and either in receipt of Universal Credit or on low income who are currently in receipt of CTR will under the new scheme receive an increased level of support	Households currently in WA1 would lose 100% support and become liable for part of their Council Tax bill. Support for other working-age categories may also change over the four-year period. For households already on low incomes, the increased liability may reduce the income available for essential expenditure. Potential consequences include increased Council Tax arrears, recovery action, debt, requests for welfare or debt advice, and applications for discretionary or crisis support. 7,102 Households aged between 18-65, around 74% of claimants will be adversely affected by the changes Of the 7102 Households currently in WA1 4351 are Single with no children. 4307 of those households are not in employment and under the proposed scheme will be placed in WA3 and receive 81% Council Tax reduction Support compared to the 100% support they currently receive 403 Households currently in WA1 are couples with no children. 383 are not in employment and under the proposed scheme will be placed in WA3 and receive 81% Council Tax Reduction Support The level of CTR support will reduce over the 4-year period. The reduction will be steeper in Year 3 and Year 4. Carers
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		Carers fall under the vulnerable category which has been adversely affected by the proposed change. Carers within households currently receiving 100% support through WA1 may face an increased Council Tax liability. The effect may be greater for carers whose caring responsibilities restrict their ability to increase working hours or household income. Single parents Lone parents currently in WA1 because they have a child under three would lose 100% CTR and become liable for part of their Council Tax bill. The effect may be particularly significant for households reliant on a single income and facing childcare costs or restrictions on working hours. 28% (1991) of the households currently in WA1 are Lone parents. 154 of those households are in employment. Under the proposed new scheme, they would be included in WA4 and receive 83% Council Tax Reduction support compared to 100% under the current scheme The remaining Lone Parents currently in WA1 will be placed in WA2 and Receive 91% Council Tax Support compared to 100% under the current scheme %. The increased level of support does fully offset against the proposed increase in Council Tax . Existing Household will be paying an increased contribution towards their council tax.
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		Council Tax is due to increase by 94%. Refugee Status People with No recourse to public fund are unable to claim CTR. This information is provided in the CTR Scheme document available on the Council Website.
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5. Actions to advance equality, diversity and inclusion

Action	Lead Officer	Deadline
Advertise scheme changes to residents via Council web page, Council Newsletter, local press and twitter		
Briefing sessions to Front line and back-office staff regarding the proposed changes to be able to better advise residents on the changes.		
Guidance material sent out with the Council Tax annual bill with information on the new scheme for residents to understand how the new bill has been calculated.		

6. Further Consultation (optional section – complete as appropriate)

Guidance

Is any further consultation planned? Set details out below.

Consultation planned	Date of consultation
The Council will consult on the scheme and following this have the changes agreed by Council. The level of consultation required for changes to CTR has been scaled back from the initial scheme and it is no longer necessary to write to every Council Taxpayer. However, it is important that the consultation is available to both Council Tax Reduction Recipients and other Council Taxpayers e.g. a Notice in the local press directing people to a page on the Council's website. The consultation page should be available for comment for at least 1 month and following analysis of the response the proposals will be submitted to committee for approval.	