

**URGENT BUSINESS AND SUPPLEMENTARY INFORMATION****Budget Planning Committee****9 December 2021**

| Agenda Item Number | Page | Title | Officer Responsible | Reason Not Included with Original Agenda |
|--------------------|----------------|------------------------------------|-------------------------------|---|
| 6 | (Pages 3 - 68) | Budget Proposals 2022/23 - 2026/27 | Assistant Director of Finance | Details being reviewed and finalised, to be published when the consultation starts. |

If you need any further information about the meeting please contact Lesley Farrell, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221591

This page is intentionally left blank

Cherwell District Council

Budget Planning Committee

9 December 2021

Budget Proposals 2022/23 – 2026/27

Report of the Director of Finance

This report is public

Purpose of report

This report sets out the capital bids and revenue savings proposals and budget pressures for Cherwell District Council for the period 2022/23 to 2026/27. Feedback on the savings proposals will be taken into account as part of the overall response to the budget consultation. Feedback from the Committee on the revenue pressures and capital bids will be provided to the Executive to consider in finalising its budget proposals for Council.

1.0 Recommendations

The meeting is recommended to:

- 1.1 Provide feedback on the capital bids and revenue savings proposals and budget pressures to the Executive to consider in finalising its 2022/23 budget proposal.

2.0 Introduction

- 2.1 Cherwell District Council's (CDC's) Medium Term Financial Strategy (MTFS) agreed at Council in February 2021 identified a significant funding gap between its spending plans and forecast available resources of £7.3m in 2022/23. Therefore, CDC has been aware that it would be required to identify significant savings proposals for 2022/23.
- 2.2 The effects of Covid-19 and the associated financial impacts and uncertainty this has caused have made planning for the 2022/23 budget and updated Medium Term Financial Strategy (MTFS) very challenging. At the time of publishing this report, details of Government funding at individual local authority level for 2022/23 have not been announced and there are no indications of the levels of funding that the Government will provide individual local authorities beyond 2021/22.
- 2.3 The Spending Review published on 27 October 2021, set out sector wide funding levels for 2022/23 – 2024/25 but did not provide the necessary detail for individual local authority allocations. It did indicate that Core Spending Power for local government would increase over this period; this includes assumed increases in income from council tax. It is anticipated that the Government will announce

individual local authority allocations for 2022/23 in mid to late December as part of the Provisional Local Government Finance Settlement. It is not clear whether any announcements will be made about later years.

- 2.3 In January 2022, as part of their proposed budget for 2022/23, the Executive will consider feedback from Budget Planning Committee on the budget proposals; it will also consider feedback from the public on the budget consultation taking place. In determining which of the budget proposals will be included in the proposed budget for 2022/23, the Executive will also consider the outcome of the Provisional Local Government Finance Settlement and other resources available through Council Tax and Business Rates.

3.0 Report Details

Funding Assumptions

- 3.1 The Spending Review for 2022/23 was announced on 27 October 2021. This set out that:
- The freeze on public sector pay rises will end.
 - There will be an additional £1.5bn of local government funding compared to 2021/22 to be distributed annually as part of the Local Government Finance Settlement.
- 3.2 Whilst the Spending Review confirms headline Local Government-wide allocations, the provisional Local Government Finance Settlement for 2022/23, which sets out the specific levels of funding for councils is not expected to be published until December 2021. It is not clear whether this will be a one-year or multi-year settlement.

Government Grants

- 3.3 There will be £1.5bn of additional grant to be allocated via the Settlement.
- 3.4 There were no announcements about the future of New Homes Bonus (NHB) and how its replacement scheme may operate. Therefore, the Council is continuing to plan on the basis that NHB will continue to be phased out. In line with previous Government announcements this would mean that CDC receive £1.8m in 2022/23.
- 3.5 In 2021/22 CDC received a one-off Lower Tier Services Grant of £0.9m to ensure that it did not suffer a reduction in Spending Power. There were no announcements as part of the Spending Review on whether this grant would continue

Business Rates

- 3.6 CDC has been extremely successful in supporting the local economy to grow since the introduction of the Business Rates Retention Scheme in 2013/14. The MTFS approved in February 2021 assumed that the Business Rates reset would take place in April 2022 and that the income CDC would be able to retain in 2022/23 was £4.5m. Whilst the estimated Business Rates baseline for 2022/23 was £3.8m, it was also assumed that there would be growth above the baseline retained in 2022/23 of £0.7m. As there has been no announcement from the Government for the

introduction of the Business Rates reset it is now assumed it will not take place in April 2022 and the assumption is that it will now take place in April 2023. Therefore, the current forecast of income CDC will retain from business rates in 2022/23 is £11.2m. There is an expectation that the amount of business rates related income retained by CDC will increase by £0.8m compared to 2021/22.

- 3.7 The reset of business rates now expected in 2023/24 will reduce the amount of business rates related income retained by CDC by £6.6m.

Council Tax

- 3.8 Due to the economic impact of Covid-19, the Council revised its forecasts of Council Tax income down within the MTFs in February 2021. It is currently assumed that Council Tax related income will increase by £0.4m compared to forecasts made in February 2021.
- 3.9 As in previous years, it is anticipated that the Government will place a referendum limit of a £5 increases on Band D Council Tax. Confirmation of the referendum limit is expected as part of the Local Government Finance Settlement. An additional £5 increase has been assumed in each year of the MTFs.

Collection Funds

- 3.10 CDC currently anticipates that it will have a surplus on the Council Tax collection fund for 2021/22 of £0.2m, and a surplus on the 2021/22 Business Rates collection fund of £0.5m, after taking account of compensatory Government grants.

Budget Pressures

- 3.11 In addition to the uncertain outlook in funding, CDC has also identified a number of budget pressures that it is anticipating it will need to fund in 2022/23 and beyond. A large proportion of these relate to losses of income, strengthening services and health and safety/repairs and maintenance.
- 3.12 Pressures identified and proposed to be funded in the period 2022/23 – 2026/27 are set out in Table 1. Details are set out in Appendix 1.

Table 1: Budget Pressures

| Directorate | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | Ongoing Impact |
|---|---------|---------|---------|---------|---------|----------------|
| | £m | £m | £m | £m | £m | £m |
| Commercial Development, Assets & Investments | 0.507 | (0.082) | (0.941) | 0.371 | 0.000 | (0.145) |
| Customers, Organisational Development & Resources | 0.760 | 0.020 | (0.191) | 0.000 | 0.000 | 0.589 |
| Environment & Place | 0.356 | (0.080) | 0.000 | 0.000 | 0.000 | 0.276 |
| Wellbeing | 0.068 | 0.000 | 0.000 | (0.035) | 0.000 | 0.033 |
| Housing | 0.048 | 0.000 | 0.000 | 0.000 | 0.000 | 0.048 |

| | | | | | | |
|--------------|--------------|----------------|----------------|--------------|--------------|--------------|
| Total | 1.739 | (0.142) | (1.132) | 0.336 | 0.000 | 0.801 |
|--------------|--------------|----------------|----------------|--------------|--------------|--------------|

Financial Impact of Reduced Funding and Budget Pressures

3.13 After considering the changes in funding, pressures and inflation assumptions, in order to set a balanced budget, new savings of £2.6m will be required in 2022/23 as shown in Table 2. As set out in paragraph 3.14, CDC is consulting on the new savings for 2022/23 shown in Table 3 and detailed in Appendix 2.

Table 2: Medium Term Financial Strategy

| MTFS Update | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | Ongoing Impact |
|---|--------------|--------------|----------------|----------------|--------------|----------------|
| | £m | £m | £m | £m | £m | £m |
| Funding Gap/(surplus) October Exec Report | 1.642 | 5.496 | (0.551) | (0.298) | 0.096 | 6.385 |
| Corporate Updates | (0.774) | (0.370) | 1.392 | 0.740 | 0.501 | 1.488 |
| Funding Gap/(surplus) before new pressures and savings | 0.868 | 5.126 | 0.841 | 0.442 | 0.597 | 7.873 |
| New Pressures | 1.739 | (0.142) | (1.132) | 0.336 | 0.000 | 0.801 |
| New Savings Proposals | (2.587) | (0.352) | (0.042) | (0.105) | (0.193) | (3.279) |
| New Capital Impact | (0.020) | (0.009) | (0.014) | (0.014) | (0.014) | (0.091) |
| Funding Gap/(Surplus) | 0.000 | 4.623 | (0.347) | 0.659 | 0.390 | 5.325 |

Savings Proposals

3.14 New savings proposals totalling £2.6m in 2022/23 rising to £3.3m by 2026/27 have been identified and are being consulted upon as set out in Table 3. Details are set out in Appendix 2.

Table 3: Savings Proposals

| Directorate | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | Ongoing Impact |
|---|---------|---------|---------|---------|---------|----------------|
| | £m | £m | £m | £m | £m | £m |
| Commercial Development, Assets & Investments | (0.603) | (0.051) | 0.072 | 0.023 | (0.041) | (0.600) |
| Customers, Organisational Development & Resources | (0.249) | (0.013) | 0.000 | 0.000 | 0.000 | (0.262) |
| Environment & Place | (0.847) | (0.288) | (0.102) | (0.103) | (0.102) | (1.442) |
| Housing | (0.250) | 0.000 | 0.000 | 0.000 | 0.000 | (0.250) |
| Wellbeing | (0.625) | 0.000 | (0.012) | (0.025) | (0.050) | (0.712) |
| Corporate | (0.013) | 0.000 | 0.000 | 0.000 | 0.000 | (0.013) |

| | | | | | | |
|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Total Savings Proposals | (2.587) | (0.352) | (0.042) | (0.105) | (0.193) | (3.279) |
|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|

Medium Term Financial Forecast

- 3.15 The latest assumption is that the implementation of new funding reforms including a business rates reset will take place in 2023/24. The Spending Review did announce additional resources for local government as a sector beyond the forthcoming year to 2024/25, but details of its distribution will not be available until the Local Government Finance Settlement is published in mid to late December. Similarly, whilst the Spending Review covered the period 2022/23 – 2024/25, it is not clear whether at the Local Government Finance Settlement will be for one year or three. Furthermore, there have been no further announcements as to how the revised New Homes Bonus scheme could operate. Therefore, the Council continues to assume these will reduce in line with previous announcements.
- 3.16 CDC currently anticipates that it will have £8.1m less funding in 2023/24 compared to 2022/23. This significant reduction is driving the overall need to identify a further £4.6m of savings in 2023/24. Therefore, CDC has considerably more work to do to identify the additional savings that will be required in 2023/24. This forecast is carried out at a time of considerable uncertainty surrounding Local Government resources following the Spending Review announcement. The MTFS position will be updated following the Local Government Finance Settlement and taken into consideration when finalising budget proposals. At the same time, CDC will need to lobby the Government on how it intends to introduce the business rates reset to see if there is any opportunity to introduce a more phased approach.

Council Priorities 2022/23

- 3.17 The budget proposals being consulted upon takes into consideration the ability for CDC to continue to progress its priorities. CDC's Vision is to be a place where communities thrive, and businesses grow. Its four key strategic priorities are:
- Housing that meets your needs
 - Leading on environmental sustainability
 - An enterprising economy with strong and vibrant local centres
 - Healthy, resilient and engaged communities

In addition to the above strategic priorities, CDC will continue to make progress against the themes supporting all that we do. The following Climate Action, Including Everyone and approach to Covid-19 recovery and renewal will also be key in supporting the four overarching strategic priorities and delivering the vision.

Capital Bids

- 3.18 CDC has had a considerable capital programme in recent years, funding projects such as Castle Quay. In recognition that the Council is consulting on significant levels of revenue savings in 2022/23 and with further savings anticipated in future years, the value of new capital bids proposed for 2022/23 has been kept to a minimum. The capital bids have a total value of £3.8m with a cost of £3.7m in 2022/23. These have a focus on spend to save, health and safety and maintenance proposals to minimise the additional borrowing costs that will need to be included in the revenue budget. The largest individual bid is for £3m to enable land to be purchased for a new site for the Bicester Depot. A summary of the capital bids by Directorate is set out in Table 4 and the individual bids are set out in Appendix 3.

Table 4: Summary of Capital Bids by Directorate

| Directorates | Total Project Cost £m | Profiled Spend 2022/23 £m |
|---|----------------------------------|--|
| Commercial Development, Assets & Investments | 0.505 | 0.505 |
| Customers, Organisational Development & Resources | 0.175 | 0.055 |
| Environment & Place | 3.125 | 3.115 |
| Housing | 0.000 | 0.000 |
| Wellbeing | 0.032 | 0.032 |
| Grand Total | 3.837 | 3.707 |

Budget Approval

- 3.19 Executive will make its budget proposal to Council on 7 February 2022 and will consider comments from BPC and feedback from the public consultation. As well as the capital bids and revenue pressures and savings, this will include:
- Business Plan 2022
 - Capital and Investment Strategy
 - Treasury Management Strategy
 - Property Strategy
 - Draft Capital Programme
 - Earmarked Reserves and General Balances Policy
 - Fees and Charges Schedule
 - Pay Policy Statement
- 3.20 Council will then consider the Budget at its meeting on 28 February 2022.

Equality Impact

- 3.21 The Equality Act 2010 imposes a duty on local authorities that, when making decisions of a strategic nature, decision makers must exercise 'due regard to the need to eliminate unlawful discrimination... advance equality of opportunity... and foster good relations.'
- 3.22 In developing budget proposals, services have considered the potential impact of change with respect to equality, diversity and inclusion, in line with our new framework: *Including Everyone*. The budget consultation document summarises each service proposal and the response to the consultation will help inform the final assessment of equality impact. Following the public consultation, where a potential material service impact has been identified, an Equality Impact Assessment will be finalised. Individual assessments and an overarching summary impact assessment, taking into account the overall impact of the budget proposals, will be included within the Business & Budget Planning Report to Cabinet on Executive in February 2022 to inform the decision-making process. Appendix 4 details the overall Equality

and Climate Impact Assessment (ECIA) for the savings proposals. Appendix 5 details an overarching Climate Impact Assessment.

4.0 Conclusion and Reasons for Recommendations

4.1 Budget Planning Committee is asked to comment and provide feedback to the Executive on the capital bids and revenue savings proposals and budget pressures for 2022/23 and beyond. This will form part of the overall consultation process for the production of the 2022/23 Budget and Business Plan.

5.0 Consultation

5.1 Budget Planning Committee is meeting to discuss the budget proposals as part of the overall consultation on CDC's budget for 2022/23.

6.0 Alternative Options and Reasons for Rejection

6.1 There are no alternative options. This report consists of budget proposals which are being consulted on and no decisions have taken place at this stage. CDC is looking for responses to the budget proposals to be considered in finalising the budget for 2022/23, which will be proposed by the Executive and then considered by Council in February 2022.

7.0 Implications

Financial and Resource Implications

7.1 There are no immediate financial implications associated with this report. It is a consultation on budget proposals for 2022/23 and beyond for which no decisions have yet been taken.

Comments checked by:

Michael Furness, Assistant Director of Finance, 01295 221845,
michael.furness@cherwell-dc.gov.uk

Legal Implications

7.2 The provisions of the Local Government Finance Act 1992 set out what the council has to base its budget calculations upon and require the council to set a balance budget with regard to the advice of its section 151 officer. The setting of the budget is a function reserved to full Council, who will consider the draft budget as prepared by the Executive. This report, alongside the consultation document issued on 2 December, form part of that process.

Comments checked by:

Christopher Mace, Solicitor, Email: christopher.mace@cherwell-dc.gov.uk; Tel: 01295 221808

Risk Implications

- 7.3 There are no risk implications arising directly from this report. The budget consultation alongside this report form part of the process the Council must go through in setting its budget for 2022/23.

Comments checked by:

Louise Tustian, Head of Insight and Corporate Programmes 01295 221786
Louise.tustian@cherwell-dc.gov.uk

Equalities and Inclusion Implications

- 7.4 The approach to assessing equality impact of the budget and business planning process is addressed in the body of this report.

Comments checked by:

Emily Schofield, Acting Head of Strategy, Tel: 07881 311707, Email:
Emily.schofield@cherwell-dc.gov.uk

Sustainability Implications

- 7.5 To support the delivery of the Council's Climate Action Framework, the potential impact of budget proposals on the council's ability to meet climate commitments was assessed.
- 7.6 Most of the proposals put forward were deemed by services to not impact the council's ability to meet our climate action commitments.
- 7.7 The proposal to increase parking charges could reduce district-wide carbon emissions by encouraging drivers to walk, cycle or use public transport.

Comments checked by:

Sandra Fisher-Martins, Programme Manager; Climate Action,
Email: Sandra.fisher-martins@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision N/A

Financial Threshold Met: N/A

Community Impact Threshold Met: N/A

Wards Affected

All

Links to Corporate Plan and Policy Framework

Links to all areas of the Corporate Plan.

Lead Councillor

N/A

Document Information

Appendix number and title

- Appendix 1 – Proposed Budget Pressures
- Appendix 2 – Savings Proposals
- Appendix 3 – Capital Bids
- Appendix 4 – Equality and Climate Impact Assessment 2022/23 – Budget Proposals
- Appendix 4a – Car Parking ECIA
- Appendix 4b – CCTV Network ECIA
- Appendix 4c – Healthy Place Shaping ECIA
- Appendix 4d – Land Charges ECIA
- Appendix 5 – Overarching Draft Climate Impact Assessment

Background papers

- None

Reference Information

- [2022/23 Budget Consultation Document](#)

Report Author and contact details

Michael Furness, Assistant Director of Finance, 01295 221845,
michael.furness@cherwell-dc.gov.uk

This page is intentionally left blank

Appendix 1 - New Pressures 2022/23

Figures are shown as an incremental, year on year change to the budget

| Housing | | | | | | | |
|-----------|---|--------------|--------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFS (£m) |
| PHOAD221 | Additional Housing Officer capacity | 0.018 | - | - | - | - | 0.018 |
| PHOSD221 | Anticipated reduced income from housing enforcement fines | 0.030 | - | - | - | - | 0.030 |
| | Total | 0.048 | 0.000 | 0.000 | 0.000 | 0.000 | 0.048 |

| Commercial development, assets and investments | | | | | | | |
|--|---|--------------|----------------|----------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFS (£m) |
| PLEGL221 | Deletion of income targets for externally charged legal services | 0.193 | - | - | - | - | 0.193 |
| PLEGL222 | Additional spend on locums (legal) | 0.141 | - | - | - | - | 0.141 |
| PCQUAY221 | Change in net income assumptions for Castle Quay | - | 0.074 | (0.941) | 0.371 | - | (0.496) |
| PPCAP222 | Dover Avenue garage complex - one-off cost of demolition | 0.108 | (0.108) | - | - | - | 0.000 |
| PPCAP223 | Investigate council owned land for progression to planning consent in principle - one-off costs for feasibility | 0.048 | (0.048) | - | - | - | 0.000 |
| PCSAF221 | Public Space CCTV monitoring and maintenance budget shortfall | 0.017 | - | - | - | - | 0.017 |
| | Total | 0.507 | (0.082) | (0.941) | 0.371 | 0.000 | (0.145) |

| Customers, organisational development and resources | | | | | | | |
|---|--|--------------|--------------|----------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFS (£m) |
| PCOMM221 | Renewal of contract for community engagement business system | - | 0.016 | (0.001) | - | - | 0.015 |
| PPERF221 | Funding for the council's performance management business system | - | - | 0.010 | - | - | 0.010 |
| PFCOS221 | Increased Insurance costs | 0.050 | - | - | - | - | 0.050 |
| PFREV221 | Housing Benefit Subsidy claim | 0.196 | 0.004 | (0.200) | - | - | 0.000 |
| PFSUP221 | Increase in the Finance Department staffing capacity | 0.091 | - | - | - | - | 0.091 |
| PHUMR221 | Loss of income due to contract for Human Resources service provision ending with other local authority | 0.045 | - | - | - | - | 0.045 |
| PITS1221 | Loss of income due to contract for ICT service provision ending with other local authority | 0.378 | - | - | - | - | 0.378 |
| | Total | 0.760 | 0.020 | (0.191) | 0.000 | 0.000 | 0.589 |

| Environment and place | | | | | | | |
|-----------------------|--|--------------|----------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFS (£m) |
| PCARP222 | Increase in business rates charges for the council's car parks | 0.107 | - | - | - | - | 0.107 |
| PSCEN221 | Contribution towards AJ Bell Women's Cycling Tour in 2022/23 | 0.030 | (0.030) | - | - | - | 0.000 |
| PWAST223 | Increasing fuel costs | 0.073 | - | - | - | - | 0.073 |
| PAFFH221 | Increase in budget to reflect the full costs of the rent collection contract | 0.015 | - | - | - | - | 0.015 |
| PAFFH222 | Increase in budget to reflect the on-call costs of staff | 0.010 | - | - | - | - | 0.010 |
| PAFFH223 | Additional repairs and maintenance funding is required to cover recent additional increases in costs relating to building labour and materials | 0.006 | - | - | - | - | 0.006 |
| PDMAN223 | Investment in development management to support service delivery due to increased demand | 0.115 | (0.050) | - | - | - | 0.065 |
| | Total | 0.356 | (0.080) | 0.000 | 0.000 | 0.000 | 0.276 |

| Wellbeing | | | | | | | |
|-----------|---|--------------|----------------|----------------|----------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFS (£m) |
| PLEIS221 | Increase in utility costs | 0.035 | - | - | (0.035) | - | 0.000 |
| PMEMB221 | Loss of income from administering the member priority fund | 0.023 | - | - | - | - | 0.023 |
| PMUSE221 | Inflationary increase in the grant the council pays to the Banbury museum | 0.010 | - | - | - | - | 0.010 |
| | Total | 0.068 | 0.000 | 0.000 | (0.035) | 0.000 | 0.033 |
| | Total Pressures | 1.739 | (0.142) | (1.132) | 0.336 | 0.000 | 0.801 |

This page is intentionally left blank

Appendix 2 - Savings 2022/23

Figures are shown as an incremental, year on year change to the budget

| Housing | | | | | | | |
|-----------|---|----------------|--------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFs (£m) |
| SADHO224 | Review housing service management costs | (0.033) | - | - | - | - | (0.033) |
| SHOST221 | Review the housing service seeking to improve efficiencies in the service | (0.040) | - | - | - | - | (0.040) |
| SDEBT221 | Review the debt and money advice contract to assess future options and cost reductions | (0.021) | - | - | - | - | (0.021) |
| SHIA221 | Review service level agreement with Oxfordshire County Council on home improvement agency fees | (0.013) | - | - | - | - | (0.013) |
| SHIA222 | Use the Disabled Facilities Grant to fund some minor works costs and reduce costs to the council. There is no impact on service provision. | (0.025) | - | - | - | - | (0.025) |
| SHOME221 | Fund the connections outreach contract using the Homeless Prevention Grant and reduce costs to the council. There is no impact on service provision. | (0.045) | - | - | - | - | (0.045) |
| SHOME222 | Fund the adult homeless pathway contribution, using Homeless Prevention Grant and reduce costs to the council. There is no impact on service provision. | (0.063) | - | - | - | - | (0.063) |
| SHOME223 | Fund our support for the Salvation Army from the Homeless Prevention Grant and reduce costs to the council. There is no impact on service provision. | (0.010) | - | - | - | - | (0.010) |
| | Total | (0.250) | 0.000 | 0.000 | 0.000 | 0.000 | (0.250) |

| Commercial development, assets and investments | | | | | | | |
|--|--|----------------|----------------|--------------|--------------|----------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTFs (£m) |
| SPROT221 | Delete a vacant part-time post in the environmental services team which has been vacant since April 2021 and so should have no impact on current service provision | (0.022) | - | - | - | - | (0.022) |
| SCIVC221 | Delete unused budget allocation within civic ceremonies | (0.001) | - | - | - | - | (0.001) |
| SDEMO222 | Set a four year review cycle for members' allowances rather than annual using an independent panel of four | (0.006) | - | - | 0.004 | (0.004) | (0.006) |
| SDEMO225 | Delete a vacant post within the democratic services team | (0.027) | - | - | - | - | (0.027) |
| SDEMO227 | Stop the subscription to the Local Government Information Unit | (0.003) | - | - | - | - | (0.003) |
| SELEC221 | Review of recharges to Parishes for CDC running Parish Elections | (0.002) | (0.002) | (0.001) | - | (0.002) | (0.007) |
| SLEGL223 | Review of the budget for legal services has identified savings in the administration of information governance work | (0.005) | - | - | - | - | (0.005) |
| SCOMC221 | Delete vacant assistant director post and reallocate work across existing resources | (0.069) | (0.017) | (0.001) | (0.001) | - | (0.088) |
| SPROC221 | Reduce procurement posts | (0.012) | - | - | - | - | (0.012) |
| SINVP221 | Increase rental income from commercial council properties through contractual lease reviews | (0.125) | (0.032) | 0.074 | 0.020 | (0.035) | (0.098) |
| SINVP222 | Reduce business rate cost to the council for Franklin House (former customer services office) through letting the property | (0.012) | - | - | - | - | (0.012) |
| SPREV221 | Reduce utility costs at the council's main office, Bodicote House | (0.032) | - | - | - | - | (0.032) |
| SPREV222 | End the maintenance and repairs services contract and procure these services from Oxfordshire County Council when needed | (0.053) | - | - | - | - | (0.053) |
| SPREV226 | Stop leasing the space for customer services at Exeter Hall, Kidlington | (0.007) | - | - | - | - | (0.007) |
| SCSAF222 | Delete the vacant community safety manager post and replace with a shared management post with the county council | (0.042) | - | - | - | - | (0.042) |
| SCSAF224 | End the financial support for public space CCTV, which the council is not under a duty to provide | (0.099) | - | - | - | - | (0.099) |
| SENFO221 | Delete vacant environmental enforcement assistant post | (0.033) | - | - | - | - | (0.033) |
| SENFO222 | Stop providing dog fouling bags to residents | (0.005) | - | - | - | - | (0.005) |
| SSAFE221 | Increase of income is expected from increased demand for regulatory services eg food hygiene training, food product certification | (0.020) | - | - | - | - | (0.020) |
| SSAFE222 | Reduce administrative support, including deleting a vacant post and absorbing responsibilities across regulatory services | (0.028) | - | - | - | - | (0.028) |
| | Total | (0.603) | (0.051) | 0.072 | 0.023 | (0.041) | (0.600) |

Customers, organisational development and resources

| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTF5 (£m) |
|-----------|---|----------------|----------------|--------------|--------------|--------------|-----------------|
| SBTRA221 | Stop contributing towards the running costs of a joint strategy and policy service and commission from the county council per job | (0.032) | - | - | - | - | (0.032) |
| SBTRA222 | Reduce the supplies and services budget for research and corporate programme work | (0.008) | - | - | - | - | (0.008) |
| SCOMM221 | Share the communications support role and costs with the county council | (0.016) | - | - | - | - | (0.016) |
| SCOMM222 | Review externally provided website content support and make savings as part of a web and digital project with the county council | (0.010) | - | - | - | - | (0.010) |
| SCUST221 | Remove the requirement for customer service advisors to wear uniforms | (0.005) | - | - | - | - | (0.005) |
| SLAND222 | Increase the Con 29 land search fee, a form used to request information held by a local authority about a property | (0.016) | - | - | - | - | (0.016) |
| SASSU221 | Reduce the costs of the internal audit contract | (0.007) | - | - | - | - | (0.007) |
| SFREV221 | Reduce the cost of the revenues and benefits service now the service is being delivered by the council and no longer outsourced | (0.027) | (0.013) | - | - | - | (0.040) |
| SHUMR222 | Reduce the equipment and IT equipment budget in line with previous year's usage | (0.002) | - | - | - | - | (0.002) |
| SHUMR223 | Reduce the specialist support required to develop the HR and payroll management system | (0.006) | - | - | - | - | (0.006) |
| SHUMR224 | Remove the budget no longer required for security services expenses | (0.001) | - | - | - | - | (0.001) |
| SHUMR225 | Reduce computer software, licensing and maintenance costs within HR | (0.024) | - | - | - | - | (0.024) |
| SHUMR226 | Remove the budget for professional HR subscriptions, which is no longer used | (0.005) | - | - | - | - | (0.005) |
| SHUMR227 | Reduce council training budgets in HR made possible through increased access to online training and reduced travel costs | (0.040) | - | - | - | - | (0.040) |
| SITSI221 | Raise additional income through joint project work, eg offering ICT technical expertise, with Oxfordshire County Council | (0.050) | - | - | - | - | (0.050) |
| | Total | (0.249) | (0.013) | 0.000 | 0.000 | 0.000 | (0.262) |

Environment and place

| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTF5 (£m) |
|-----------|--|----------------|----------------|----------------|----------------|----------------|-----------------|
| SCARP221 | Reduce car park management charges following the end of the current contract | (0.100) | - | - | - | - | (0.100) |
| SCARP222 | Increase annual car parking charge of no more than 10p per hour | (0.100) | (0.100) | (0.100) | (0.100) | (0.100) | (0.500) |
| SCARP223 | Remove external parking enforcement costs due to the introduction of civil parking enforcement | (0.037) | - | - | - | - | (0.037) |
| SENV221 | Growth of income from business waste collection as the economy has reopened post COVID restrictions lifting | (0.020) | - | - | - | - | (0.020) |
| SSECN221 | Growth of income from market trading through more pitches being sold and more markets running | (0.035) | - | - | - | - | (0.035) |
| SWAST221 | Reduce waste processing facility charges as a result of improved recycling material prices | (0.300) | - | - | - | - | (0.300) |
| SAFFH221 | Prioritise the building of affordable and social housing through greater partnership work with registered providers and developers, shifting the emphasis away from direct delivery by the Council | (0.130) | (0.185) | - | - | - | (0.315) |
| SECON221 | Reductions in cost of economic development due to vacancy management | (0.039) | - | - | - | - | (0.039) |
| SBCON221 | Increase building control fees | (0.009) | (0.001) | (0.001) | (0.001) | (0.001) | (0.013) |
| SDMAN221 | Reduce technical advisory costs for developments initially through the planning application process | (0.028) | - | - | - | - | (0.028) |
| SDMAN222 | Reduce the budget for the use of external specialist advisors eg legal when handling planning applications and appeals. | (0.008) | - | - | - | - | (0.008) |
| SDMAN224 | Increase income from planning performance agreements (used to agree and resource a process for considering major development proposals) | (0.025) | - | - | - | - | (0.025) |
| SDMAN225 | Increase planning pre-application charges | (0.016) | (0.002) | (0.001) | (0.002) | (0.001) | (0.022) |
| | Total | (0.847) | (0.288) | (0.102) | (0.103) | (0.102) | (1.442) |

Wellbeing

| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTF5 (£m) |
|-----------|-------------|--------------|--------------|--------------|--------------|--------------|-----------------|
|-----------|-------------|--------------|--------------|--------------|--------------|--------------|-----------------|

| | | | | | | | |
|----------|---|----------------|--------------|----------------|----------------|----------------|----------------|
| SHEAL221 | Secure grant income to support healthy place shaping activity | (0.010) | - | - | - | - | (0.010) |
| SCDEV221 | Stop the annual increase in the base grant to The Mill Arts Centre | (0.010) | - | - | - | - | (0.010) |
| SCGRA221 | Reduce administrative support for grants in line with a reduction in grant processing | (0.036) | - | - | - | - | (0.036) |
| SCPAR221 | Remove vacant policy post in health and wellbeing | (0.017) | - | - | - | - | (0.017) |
| SCSBS221 | Reduction in administrative support in the communities and leisure business support team | (0.009) | - | - | - | - | (0.009) |
| SLEIS221 | Review long-term contract with the council's leisure provider and adjust the service offer to reduce annual costs. | (0.500) | - | - | - | - | (0.500) |
| SLEIS222 | Reduce management fees for the operation of Woodgreen Leisure Centre | (0.030) | - | - | - | - | (0.030) |
| SMUSE221 | Reduce the grant funding to the Banbury Museum Trust | - | - | (0.012) | (0.025) | (0.050) | (0.087) |
| SMUSE222 | Reduce landscape maintenance costs, by requiring Banbury Museum Trust to fund this | (0.003) | - | - | - | - | (0.003) |
| SSDEV221 | Increase grant funding through external applications for sports development outreach programmes reducing costs to the council | (0.010) | - | - | - | - | (0.010) |
| | Total | (0.625) | 0.000 | (0.012) | (0.025) | (0.050) | (0.712) |

| Corporate | | | | | | | |
|-----------|-------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|--------------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total MTF5 (£m) |
| SCORP221 | Reduce business mileage | (0.013) | - | - | - | - | (0.013) |
| | Total | (0.013) | 0.000 | 0.000 | 0.000 | 0.000 | (0.013) |
| | Total Savings | (2.587) | (0.352) | (0.042) | (0.105) | (0.193) | (3.279) |

This page is intentionally left blank

Appendix 3 - Capital 2022/23

Figures are shown as the total expenditure due to be incurred in each year

| Commercial development, assets and investments | | | | | | | |
|--|---|--------------|--------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total Cost (£m) |
| CINVP221 | Renewal of expiring energy performance certificates (EPC) and associated works to ensure properties achieve minimum standards for energy efficiency | 0.096 | - | - | - | - | 0.096 |
| CINVP222 | Strategic plan to deliver energy Performance certificates (EPC) rating of at least B for Council owned commercial properties | 0.060 | - | - | - | - | 0.060 |
| CPCAP221 | Renewal of electrical incoming main at Thorpe Lane depot | 0.270 | - | - | - | - | 0.270 |
| CPCAP228 | Installation of solar photovoltaic cells at council properties | 0.079 | - | - | - | - | 0.079 |
| | Total | 0.505 | 0.000 | 0.000 | 0.000 | 0.000 | 0.505 |

| Customers, organisational development and resources | | | | | | | |
|---|---|--------------|--------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total Cost (£m) |
| CHUMR221 | Upgrades to the Human Resources Management System | - | 0.030 | 0.030 | 0.030 | 0.030 | 0.120 |
| CFSUP222 | Upgrade system to process card payments and direct debits | 0.055 | - | - | - | - | 0.055 |
| | Total | 0.055 | 0.030 | 0.030 | 0.030 | 0.030 | 0.175 |

| Environment and place | | | | | | | |
|-----------------------|--|--------------|--------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total Cost (£m) |
| CVEHM223 | Purchase land for new Bicester depot | 3.000 | - | - | - | - | 3.000 |
| CENVC221 | Invest in additional commercial waste containers | 0.010 | 0.010 | - | - | - | 0.020 |
| CSCEN221 | Invest in upgrading market equipment | 0.015 | - | - | - | - | 0.015 |
| CPCON221 | Refurbishment of Kidlington public conveniences | 0.090 | - | - | - | - | 0.090 |
| | Total | 3.115 | 0.010 | 0.000 | 0.000 | 0.000 | 3.125 |

| Wellbeing | | | | | | | |
|-----------|--|--------------|--------------|--------------|--------------|--------------|-----------------|
| Reference | Description | 2022/23 (£m) | 2023/24 (£m) | 2024/25 (£m) | 2025/26 (£m) | 2026/27 (£m) | Total Cost (£m) |
| CLEIS221 | Replacement pool covers at Woodgreen open-air pool | 0.032 | - | - | - | - | 0.032 |
| | Total | 0.032 | 0.000 | 0.000 | 0.000 | 0.000 | 0.032 |

| | | | | | | | |
|--|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | Total Capital Projects | 3.707 | 0.040 | 0.030 | 0.030 | 0.030 | 3.837 |
|--|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|

This page is intentionally left blank

Section 1: Summary details

| | |
|---|---|
| Directorate and Service Area | All Directorates and Service Areas |
| What is being assessed (e.g. name of policy, procedure, project, service or proposed service change). | This assessment sets out the overall impact that the budget and business planning proposals have on a range of equality and diversity characteristics, including the nine protected characteristics defined under the Equality Act 2010, and sets out any mitigations that have been put in place against possible negative impacts. |
| Is this a new or existing function or policy? | This impact assessment provides an overview of the 2022/23 budget and business planning proposals and so comments on changes to existing programmes as well as new proposals. |
| Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment). | <p>This assessment covers the overall budget and business planning proposal for Cherwell District Council and seeks to highlight key evidence and intelligence that the Council has used to assess the impact of its budget proposals on the nine protected characteristics set out in the Equality Act 2010. The Council has also assessed the impact on those living in rural areas, those living with social deprivation, armed forces communities and carers.</p> <p>An initial review of all proposals was completed by the corporate policy team to review the impact of savings and determine where mitigations would be required. Individual Equality Impact Assessments will be finalised following approval of budget proposals for any required policy change that could have a negative impact.</p> <p>The assessment has not identified any bias, unfair advantage or disadvantage to any groups or individuals. Where potential negative impacts have been identified, mitigations have been put in place to reduce impact.</p> |
| Completed By | Emily Schofield, Acting Head of Strategy |
| Authorised By | |
| Date of Assessment | November 2021 |

Section 2: Detail of proposal

| | |
|--|---|
| <p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p> | <p>The Council’s budget and business planning proposals are designed to enable us to deliver the key priorities in our Business Plan to enable communities to thrive and businesses to grow. Our strategic priorities are:</p> <ul style="list-style-type: none"> - housing that meets your needs - leading on environmental sustainability - an enterprising economy with strong and vibrant local centres - healthy, resilient and engaged communities <p>This budget and business planning round has been impacted by reduction or ongoing uncertainty in major funding streams including the New Homes Bonus Grant and Business Rates. In addition, significant budget pressures have arisen due to reduction in income due to Covid-19, alongside the additional costs incurred. In combination this is resulting in a challenging budgeting and business planning process as set out in the main Budget and Business Planning reports.</p> |
| <p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p> | <p>This impact assessment covers all savings proposals across Public Health and Wellbeing, Place and Growth, Commercial Development, Assets and Investment, Communities, Adults and Housing, Regulatory Services, Customers and Organisational Development. Details of proposals are set out in the main Budget and Business Planning proposals.</p> <p>Changes to fees and charges are addressed in the associated Fees and Chares schedule. Any increase to fees and charges may impact on those with more need to use a service, including due to an individual having one or more of the protected characteristics. Changes to fees and charges are proposed after consideration of inflation, service need, bench-marking and market opportunities. Where material service impact has been assessed from changes in charges these will be addressed through the equality impact assessment process that supports decision making on the budget and business planning report or the later specific decision making process associated with review and any subsequent proposed change.</p> |
| <p>Evidence / Intelligence</p> | <p>In considering the impact of budget proposals before they are formally agreed, the Council undertakes a detailed process of democratic and community engagement. This includes:</p> |

| | |
|--|--|
| <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p> | <ul style="list-style-type: none"> • Using the Oxfordshire Joint Strategic Needs Assessment (JSNA) of health and wellbeing needs, and the associated Equalities Briefing and Cherwell District Profile to consider the impact of proposals as they are drawn up and in the development of this overarching assessment. The Council’s JSNA can be found here; • A public consultation process, the results of which are published alongside the Budget and Business Planning proposals; • A democratic process including agreement of proposals by Executive, analysis and comment on those proposals by Budget and Business Planning Committee, and adoption of the budget by Full Council. Each of these stages provides an opportunity to invite comment and engagement from the public and representatives of particular organisations or population groups. |
| <p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p> | |

Age: In mid-2020 there were 151,800 residents in the Cherwell district, 3,829 of which were aged 85+. Cherwell’s population is ageing with the 85+ population predicted to increase by 88% by 2037. There were 43,153 people aged under 25 in Cherwell in 2019 (28.5% of the total population), this is slightly lower than the figure for the rest of the county where around 30.5% of the population is aged under 25.

There are have been no specific issues identified as likely to arise as a result of the majority of proposals however the proposal towards reduction in CCTV funding could have an impact on all age groups and has been captured in its individual EIA.

Disability: Around 19% of the South East population have a disability, Oxfordshire is slightly lower than the regional average at 13%. As of 1 April 2020, there were 1,672 adults receiving long term social care for learning disabilities in Oxfordshire from Oxfordshire County Council Adult Social Care services. In 2020 73,600 adults were diagnosed with depression of which 18,093 were in Cherwell.

The proposal to increase car parking charges are uniform so no bias is made to any member of the community. Those resident on the Blue Badge scheme will not be affected by this proposal.

Gender Identity: There is limited information available on gender identity and data at a local level is not available. During the 2019-20 financial year, there were 445 applications for gender recognition certificates in the UK but this will be under representative of those whose gender identity does not match the sex they were assigned at birth. No specific issues relating to gender reassignment have been identified as likely to arise as a result of these proposals.

Pregnancy and Maternity: There were 1,791 live births in Cherwell in 2020 and is a comparatively higher fertility rate to the county average. No specific issues relating to pregnancy and maternity have been identified as likely to arise as a result of these proposals.

Marriage and Civil Partnership: Only county level data could be sourced for this protected characteristic. At the time of the 2011 Census there were 128,400 married households in Oxfordshire and 682 registered same-sex civil partnerships. Same sex marriage became legal in 2014. In 2017 in Oxfordshire there were 3,224 marriages of opposite sex couples and 79 same-sex marriages. No specific issues relating to marriage and civil partnership have been identified as likely to arise as a result of these proposals.

Race including ethnic or national origin, colour or nationality: In the 2011 Census, 92.17% of Cherwell’s residents were white (86.34% English/Welsh/Northern Irish/British, 0.78% Irish, 0.07% Gypsy or Irish Traveller and 4.98% Other white), 4.26% were Asian/Asian British (1.68% Pakistani, 1.18% Indian, 0.13% Bangladeshi, 0.46% Chinese and 0.80% Other Asian) 1.38% were Black/African/Caribbean/Black British and 0.39% were other ethnic groups. The majority of ethnic minority populations in Cherwell are based in Banbury.

The proposal to reduce funding for CCTV could have an impact on race, should the proposal lead to a decrease in service which could impact on the deterrence or evidence capture of hate crimes. Mitigations have been set out in the individual EIA.

Religion or belief: The question on religion and belief in the 2011 Census survey was voluntary and 67.7% of residents in Cherwell responded to this question. 94.2% of those that responded said that they were Christian, the largest non-Christian group stated that they were Muslim (2.3%) and 25% of respondents said that they had no religion or belief.

The proposal to reduce funding for CCTV could have an impact on religion and belief, should the proposal lead to a decrease in service which could impact on the deterrence or evidence capture of hate crimes. Mitigations have been set out in the individual EIA.

Sex: In Cherwell in 2019 there were 75,832 females (50.3%) and 74,671 (49.6%) males. The proposal to reduce funding for CCTV could have an impact on sex, as one in two women feel unsafe walking alone after dark, compared to one in seven men. Should the proposal lead to a decrease in service, this could lead to more women feeling unsafe in Cherwell. Mitigations have been set out in the individual EIA.

Sexual Orientation: There is limited data on sexual orientation defined as people identifying as heterosexual/straight, gay/lesbian, bisexual or another sexual attraction. It was estimated that there was a total of 12,300 people aged 16+ in Oxfordshire identifying as Lesbian, Gay or Bisexual in 2018.

The proposal to reduce funding for CCTV could have an impact on sexual orientation, should the proposal lead to a decrease in service which could impact on the deterrence or evidence capture of hate crimes. Mitigations have been set out in the individual EIA.

Rural Communities: Oxfordshire is the most rural county in the South East at 2.6 people per hectare and 40% of our population live in smaller towns and villages. This impact assessment has identified no specific impact of our budget and business planning proposals on rural communities.

Armed Forces: In April 2020 there were 9,360 regular armed forces personnel stationed in Oxfordshire and as of March 2020 there were 6,623 recipients of pensions/compensation under the Armed Forces Pension Scheme, War Pension Scheme and Armed Forces Compensation Scheme in the county. This impact assessment has identified no specific impact of our budget and business planning proposals on the Armed Forces.

Carers: In 2019-20 there were a total of 4,540 carers in Oxfordshire who were registered and receiving a service in the form of a carer’s assessment or direct payment from a pooled budget. It is estimated that there are 13,354 unpaid carers in Cherwell. No specific issues relating to carers have been identified as likely to arise as a result of these proposals.

Care leavers: Care Leavers face many challenges as they move into adulthood, such as those relating to careers, education, accommodation and personal change. This impact assessment has identified no specific impact of our budget and business planning proposals on Care Leavers.

Areas of Social Deprivation: Although Oxfordshire is generally considered to be relatively affluent, there are pockets of deprivation and a number of these are located in Cherwell wards. Parts of Banbury Cross and Neithrop, Banbury Ruscote, Bicester South and Ambrosden, Bicester West, Kidlington East, and Launton and Otmoor are within the 20% most deprived areas of Cherwell.

The proposal to reduce funding for CCTV could have an impact on areas of deprivation, as a number of CCTV cameras are based near to these areas, therefore should this proposal lead to a decrease in service, which could impact on the deterrence or evidence capture of crimes, this could negatively impact residents in these areas. Mitigations have been set out in the individual EIA.

The overall budget proposals have been developed with the objective of effectively targeting services so that we continue to meet the needs of the most vulnerable, including those living with deprivation, and fulfil our statutory duties. All proposals that will have an impact, positive or negative, on any protected characteristic or on rural communities, armed forces, carers or areas of social deprivation, will have an individual EIA completed alongside policy development, to ensure full compliance to our commitment to Equality, Diversity and Inclusion.



Cherwell District Council
Equality and Climate Impact Assessment
Car Parking Charges

November 2021

Contents

Section 1: Summary details..... 3

Section 2: Detail of proposal..... 5

Section 3: Impact Assessment - Protected Characteristics..... 7

Section 3: Impact Assessment - Additional Community Impacts 8

Section 3: Impact Assessment - Additional Wider Impacts 9

Section 3: Impact Assessment - Climate Change Impacts 10

Section 4: Review 12

Section 1: Summary details

| | |
|--|--|
| <p>Directorate and Service Area</p> | <p>Environmental Services</p> |
| <p>What is being assessed (e.g. name of policy, procedure, project, service or proposed service change).</p> | <p>Increase in car parking charges on an annual basis.</p> |
| <p>Is this a new or existing function or policy?</p> | <p>Existing service</p> |
| <p>Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment).</p> | <p>When raising car parking charges, a number of considerations are needed. These include benchmarking Cherwell District Council's charges against:</p> <ul style="list-style-type: none"> • Competitiveness with other providers in Banbury and Bicester. • Competitiveness with nearby towns – benchmarked against Stratford, Warwick, Leamington, Northampton, Aylesbury & Oxford. • the rate of inflation. <p>Whilst raising car parking charges can be unpopular, the approach taken by the Council is fair and equitable. Similar changes were made in August 2021 and in Bicester in August 2020 with limited adverse reaction.</p> <p>The pandemic has changed the way people use the town centres and overall usage has not yet recovered to pre-pandemic levels. Monthly and daily data is available on individual car parks</p> <p>Car parking charges are in line with local competitors and with surrounding towns but are still relatively low compared to many areas of the country.</p> |

Appendix 4a

| | |
|---------------------------|---|
| | <p>Car ownership can be costly, but car parking charges usually make up a small proportion of the cost of ownership of a car. Charges apply to all vehicles, except those used by Blue Badge users who have a recognised disability or long-term illness.</p> <p>Making charges too low can discourage alternative travel modes such as bus travel and active travel</p> <p>The overall summary, taking into consideration the benchmarking above, is that any changes in charges are uniform so no bias is made to any member of the community. No charge is made against disabled car parking spaces.</p> |
| Completed By | Ed Potter |
| Authorised By | Emily Schofield |
| Date of Assessment | 10 th November 2021 |

Section 2: Detail of proposal

| | |
|--|---|
| <p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p> | <p>The aim of this proposal is to raise car parking charges on a more regular basis. Charges were raised in both Banbury and Bicester in August 2021. This was the first rise in charges in Banbury since 2011.</p> |
| <p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p> | <p>To consider raising car parking charges on an annual basis in consideration of issues such as inflation rate, local competition, rates in surrounding towns.</p> <p>Car Parking charges are a source of income to the Council. Council car parks need to provide a good service to visitors and users but also provide a return to the council taxpayer.</p> |
| <p>Evidence / Intelligence</p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that</p> | <p>Car Parking charges are annually benchmarked against surrounding towns – Aylesbury, Northampton, Stratford, Warwick, Leamington & Oxford</p> <p>Car Parking charges are compared to those of the major competitors in Banbury (Castle Quay & NCP) & in Bicester (Sainsburys & Bicester Village)</p> |

| | |
|--|---|
| <p>supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p> | <p>The other element to consider is the inflation rate (Consumer Price Inflation & Retail Price Index)</p> |
| <p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p> | <p>Keeping charges unchanged - this option is not considered viable as it would reduce income to the Council and would not encourage alternative forms of travel to the car travel.</p> |

Section 3: Impact Assessment - Protected Characteristics

| Protected Characteristic | No Impact | Positive | Negative | Description of Impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|------------------------------|-------------------------------------|--------------------------|--------------------------|---|--|---------------------------------------|
| Age | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Disability | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Blue badge holders will not be subject to car parking fees. | | |
| Gender Reassignment | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Marriage & Civil Partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Pregnancy & Maternity | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Race | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Sex | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Sexual Orientation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Religion or Belief | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Section 3: Impact Assessment - Additional Community Impacts

| Additional community impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|------------------------------|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Rural communities | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Armed Forces | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Carers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Areas of deprivation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Section 3: Impact Assessment - Additional Wider Impacts

| Additional Wider Impacts | No Impact | Positive | Negative | Description of Impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|---------------------------|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Other Council Services | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Providers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Social Value ¹ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

¹ If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area

Section 3: Impact Assessment - Climate Change Impacts

OCC and CDC aim to be carbon neutral by 2030. How will your proposal affect our ability to reduce carbon emissions related to

| Climate change impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|--|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Energy use in our buildings or highways | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Our fleet | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Staff travel | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Purchased services and products (including construction) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Maintained schools | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

We are also committed to enable Cherwell to become carbon neutral by 2030 and Oxfordshire by 2050. How will your proposal affect our ability to:

| Climate change impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|---|--------------------------|-------------------------------------|--------------------------|--|--|---------------------------------------|
| Enable carbon emissions reduction at district/county level? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Increasing parking charges could encourage drivers to walk, cycle or use public transport. The proposed change might have a positive effect on district-wide carbon emissions. | | |

Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

| | |
|--------------------------------------|--|
| Review Date | April 2023 |
| Person Responsible for Review | Assistant Director Environmental Services |
| Authorised By | Emily Schofield, Acting Head of Strategy |



Cherwell District Council
Equality and Climate Impact Assessment
CCTV Network

November 2021

Contents

Section 1: Summary details..... 3

Section 2: Detail of proposal..... 4

Section 3: Impact Assessment - Protected Characteristics..... 8

Section 3: Impact Assessment - Additional Community Impacts 10

Section 3: Impact Assessment - Additional Wider Impacts 11

Section 3: Impact Assessment - Climate Change Impacts 12

Section 4: Review 14

Section 1: Summary details

| | |
|---|---|
| Directorate and Service Area | Commercial Development, Assets and Investment Directorate - Regulatory Services and Community Safety |
| What is being assessed (e.g. name of policy, procedure, project, service or proposed service change). | Service and resource planning proposal SCSAF222 – End financial support for public space CCTV network |
| Is this a new or existing function or policy? | Proposal relates to the cessation of an existing function |
| Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment). | <p>The proposed change is for Cherwell District Council to cease funding the public space CCTV system in Cherwell.</p> <p>The public space CCTV system aids in the investigation of crimes committed in some public areas in the District. It is also a crime prevention measure, deterring crime in areas covered by the cameras.</p> <p>The CCTV system has universal benefits for residents, visitors and businesses in Cherwell. There is no data available to inform an assessment of whether a reduction in CCTV coverage will have any greater impact on some groups of people or communities than others. However, the presence of the CCTV system may provide greater reassurance to some groups of people. In addition, CCTV recordings are used to support investigations of specific crimes that victimise people as a result of their personal characteristics. There are other measures that can be taken to mitigate these negative impacts if they arise and therefore the impact of this change needs to be monitored.</p> <p>This function is only partially funded by Cherwell District Council and the removal of our funding does not equate to the removal of this provision.</p> |
| Completed By | Richard Webb |
| Authorised By | Emily Schofield |

| | |
|---------------------------|----------|
| Date of Assessment | 23/11/21 |
|---------------------------|----------|

Section 2: Detail of proposal

| | |
|--|--|
| <p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p> | <p>Cherwell District Council currently provides funding and management capacity to support the public space CCTV system in Cherwell. This CCTV network consists of 80 cameras located across Banbury, Bicester and Kidlington. The cameras are all connected to a central control room staffed by Thames Valley Police employees. There are 4 control room staff who operate and monitor the cameras and provide evidential material to support Police investigations. Cherwell District Council funds a proportion of the employment costs of the control room operators and also pays for the maintenance, repairs and refurbishment of the CCTV network equipment itself. Thames Valley Police manage the control room staff whilst Cherwell District Council provides management capacity to oversee the contract for the maintenance of the CCTV system and to manage the repair and upgrade of the system.</p> |
| <p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p> | <p>It is proposed that Cherwell District Council will cease to provide funding to support the public space CCTV network. This is a cost saving proposal. The council does not have any statutory duty to provide or fund public space CCTV in the District. All non-statutory costs are being reviewed in order to identify options which would allow the council to meet its budget challenges. This proposal is one of a number of cost saving measures identified and being considered.</p> <p>The impact of this decision depends on the response of Thames Valley Police. Thames Valley Police could choose to meet the funding shortfall and take over the entire management of the CCTV system which would then lead to no overall impact of the change in funding arrangement. However, this is unlikely. It is more likely that the reduction of funding available to support the system will lead to operational hours of the system being significantly reduced and potentially all live monitoring of the system ceasing. The system is likely to become mainly a tool to be used for retrospective evidence gathering and will degrade over time. This will reduce the effectiveness of the system since live monitoring assists in the identification of offences and incidents in the District and the tracking of persons involved in those offences or incidents. The ability to control the cameras during an incident also ensures that the</p> |

| | |
|--|--|
| | <p>system effectively records evidence of incidents and this will no longer be possible if the control room is not staffed to the same extent as it currently is.</p> |
| <p>Evidence / Intelligence</p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p> | <p>The Cherwell Public Space CCTV system has four purposes-</p> <ul style="list-style-type: none"> • To support Police operational response to on-going incidents, allowing operators to relay information to Police officers in the location of an incident/ crime. • To assist in the identification of incidents/ crimes through the monitoring of the images by control room staff. • To support investigations of crimes, through the provision of recordings as evidence. • To provide for public reassurance and to deter criminal actions through awareness that actions could be being observed and recorded. <p>Data on the use of the CCTV network in Cherwell has been requested from TVP but may not be available. There is no routine data collection that captures the involvement of CCTV control room in the local policing function. It is noted that there are daily CCTV requests to check footage for evidence in response to incidents that may have been captured by some of the cameras as well as an on-going utilisation of the system to support policing in the night-time economy. The control room also assist in on-going incident responses, for example when a violent crime has taken place and the suspect has fled from the scene or when a town centre shop reports shoplifting by someone who has left the shop but may still be in the town centre.</p> <p>The CCTV control room become involved in incidents either through:</p> <ul style="list-style-type: none"> • Contact from the TVP Control Room. • The operators identifying an incident from monitoring the cameras. • Shops or licensed premises who are members of Nightsafe or the Cherwell Crime Partnership alerting the control room to incidents. • Direct contact from Police Officers seeking support. |

A report from the West Oxfordshire system which was completed in April 2020 provides indicative information about the likely benefit of the Cherwell system since the use of the systems are the same.

Key information from the West Oxfordshire review includes-

Between 2010 and 2020 West Oxfordshire's CCTV has-

- o monitored 14,441 incidents,
- o provided 1,850 evidential DVD's
- o initiated 2,051 incidents
- o monitored or made a contribution to 1,746 arrests,

The most common offence/ incident types the CCTV control room supported were anti-social behaviour, shoplifting, assault, drunkenness and abandoned, nuisance or suspicious vehicles or vehicle collisions.

More recently the control rooms have assisted more frequently in calls related to concerns about welfare or missing persons.

The system provides universal benefits to visitors to Cherwell and businesses in the town centre. It only provides coverage of public spaces and therefore only has an impact on crime detection in relation to crimes taking place in public. There is no data which suggests that the system provides greater benefits to any specific groups or persons of protected characteristics. However, people who may be more vulnerable to crimes that take place in public spaces may benefit more from the reassurance and crime deterrence that the CCTV system provides. Reducing CCTV coverage may impact on the feeling of safety in public spaces and this could impact some groups more than others.

Consideration was given to analysing the data on crime types reported in the areas covered by the existing CCTV cameras to identify whether the reduction of CCTV coverage may adversely impact on specific groups of people. However, this analysis would only identify the crime incidents reported at a time when there is already CCTV coverage of the area. It would not identify the extent to which the CCTV coverage positively impacts on those crimes, either through deterrence or through providing an investigative outcome that would not otherwise have been

| | |
|--|---|
| | <p>achieved. Therefore, such an analysis is thought unlikely to help identify whether the proposed reduction in CCTV funding by Cherwell District Council would disproportionately impact some groups of people.</p> <p>This proposal will be subject to public consultation as part of the budget planning process and therefore this consultation may identify specific impacts that need to be considered and addressed.</p> <p>Other crime prevention measures can be utilised in areas affected by specific crime types (e.g. improving lighting or removing obstructions which impact on visibility of the area). These types of measures are an on-going consideration of partners in multi-agency community safety meetings.</p> |
| <p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p> | <p>This proposal is one of a number intended to reduce the costs of services in order to meet budget pressures on the council.</p> <p>The alternative approaches identified were:</p> <ul style="list-style-type: none"> • Continuing to fund the CCTV network at current levels. This option would not deliver any savings for the council. • Reduce the level of funding provided by Cherwell DC. This option would achieve some savings but would still impact on the effectiveness of the CCTV network. This option can be progressed if a lower level of saving is required by the council. • Developing an alternative approach to the provision of CCTV through collaborating with other councils, reducing the direct cost to Cherwell DC. This option is under development, with work progressing on a business case assessing the benefits and costs of merging CCTV systems and monitoring. However, it is unclear whether a collaborative approach can be progressed at this time. |

Section 3: Impact Assessment - Protected Characteristics

| Protected Characteristic | No Impact | Positive | Negative | Description of Impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|------------------------------|-------------------------------------|--------------------------|-------------------------------------|---|--|---------------------------------------|
| Age | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential impacts on feeling safe in public spaces can impact all age groups. | Review of any relevant data and feedback with partners via Cherwell Community Safety Partnership | 6 months after implementation |
| Disability | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential impact on ability to effectively investigate hate crime incidents linked to visible disabilities. | Review of relevant crime and incident data with TVP via the Cherwell Community Safety Partnership. | 6 months after implementation |
| Gender Reassignment | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Marriage & Civil Partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Pregnancy & Maternity | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Race | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential impact on ability to effectively investigate hate crime incidents. | Review of relevant crime and incident data with TVP via the Cherwell Community Safety Partnership. | 6 months after implementation. |
| Sex | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential impact on feelings of safety in public spaces. This impacts women more, based on | Review of any relevant data and feedback with partners via | 6 months after implementation |

| | | | | | | |
|---------------------------|--------------------------|--------------------------|-------------------------------------|--|--|--------------------------------|
| | | | | Office of National Statistics Data ¹ that indicates one in two women felt unsafe walking alone after dark compared with one in seven men. | Cherwell Community Safety Partnership | |
| Sexual Orientation | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential impact on ability to effectively investigate hate crime incidents | Review of relevant crime and incident data with TVP via the Cherwell Community Safety Partnership. | 6 months after implementation. |
| Religion or Belief | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potential impact on ability to effectively investigate hate crime incidents | Review of relevant crime and incident data with TVP via the Cherwell Community Safety Partnership. | 6 months after implementation |

¹ [Perceptions of personal safety and experiences of harassment, Great Britain - Office for National Statistics](#)

Section 3: Impact Assessment - Additional Community Impacts

| Additional community impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|------------------------------|-------------------------------------|--------------------------|-------------------------------------|---|--|---------------------------------------|
| Rural communities | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Cameras not located in rural communities | | |
| Armed Forces | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Carers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Areas of deprivation | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Some cameras located near areas of deprivation which may affect response to crime in those areas. | Review of relevant crime and incident data with TVP via the Cherwell Community Safety Partnership. | 6 months after implementation. |

Section 3: Impact Assessment - Additional Wider Impacts

| Additional Wider Impacts | No Impact | Positive | Negative | Description of Impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|----------------------------------|-------------------------------------|--------------------------|--------------------------|------------------------------|---|--|
| Other Council Services | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Providers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Social Value ² | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

² If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area

Section 3: Impact Assessment - Climate Change Impacts

CDC aims to be carbon neutral by 2030. How will your proposal affect our ability to reduce carbon emissions related to

| Climate change impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|--|-------------------------------------|-------------------------------------|--------------------------|---|--|---------------------------------------|
| Energy use in our buildings or highways | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | If the camera network is reduced there will be a small reduction in overall energy use by the council | | |
| Our fleet | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Staff travel | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Purchased services and products (including construction) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Maintained schools | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

We are also committed to enable Cherwell to become carbon neutral by 2030 and Oxfordshire by 2050. How will your proposal affect our ability to:

| Climate change impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|---|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Enable carbon emissions reduction at district/county level? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

| | |
|--------------------------------------|---|
| Review Date | 1/10/22 |
| Person Responsible for Review | R Webb |
| Authorised By | Emily Schofield, Acting Head of Strategy |

Cherwell District Council 2022/23 Budget Proposals

| | |
|--------------|------------------------------|
| Title | Healthy Place Shaping |
|--------------|------------------------------|

6. Equalities Impact Assessment

| Protected Characteristic | No Impact | Positive | Negative | Description of Impact | Timescale and monitoring arrangements |
|------------------------------|-----------|----------|----------|-----------------------|---------------------------------------|
| Age | N | | | | |
| Disability | N | | | | |
| Gender Reassignment | N | | | | |
| Marriage & Civil Partnership | N | | | | |
| Pregnancy & Maternity | N | | | | |
| Race | N | | | | |
| Sex | N | | | | |
| Sexual Orientation | N | | | | |
| Religion or Belief | N | | | | |

| Additional community impacts | | | | | |
|------------------------------|---|--|---|--|--|
| Rural communities | N | | | | |
| Armed Forces | N | | | | |
| Carers | N | | | | |
| Areas of deprivation | | | Y | Reduced funding will impact on scope of support that can be offered to more deprived communities | Monitor success in securing additional income on a quarterly basis |
| Wider impacts | N | | | | |
| Social Value [1] | N | | | | |

Climate change impacts

CDC aims to be carbon neutral by 2030. How will your proposal affect our ability to reduce carbon emissions related to:

| | | | | | |
|---|---|--|---|---|--|
| Energy use in our buildings or highways | N | | | | |
| Our fleet | N | | | | |
| Staff travel | N | | | | |
| Purchased services and products (including construction) | N | | | | |
| Maintained schools | N | | | | |
| We are also committed to enable Cherwell to become carbon neutral by 2030 and Oxfordshire by 2050. How will your proposal affect our ability to: | | | | | |
| Enable carbon emissions reduction at district/county level? | | | Y | Reduced funding might impact promotion of activities that contribute to emission reductions e.g., active travel and sustainable diets | |

[\[1\] If the Public Services \(Social Value\) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area](#)



Cherwell District Council
Equality and Climate Impact Assessment
Land Charges

November 2021

Contents

Section 1: Summary details..... 3

Section 2: Detail of proposal..... 4

Section 3: Impact Assessment - Protected Characteristics..... 6

Section 3: Impact Assessment - Additional Community Impacts 7

Section 3: Impact Assessment - Additional Wider Impacts 8

Section 3: Impact Assessment - Climate Change Impacts 9

Section 4: Review 11

Section 1: Summary details

| | |
|---|---|
| Directorate and Service Area | Customers and Cultural Services – Land Charges |
| What is being assessed (e.g. name of policy, procedure, project, service or proposed service change). | Increasing the Local Land Charges CON29 search fee by £20 |
| Is this a new or existing function or policy? | Existing Function |
| Summary of assessment Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment). | <p>To increase the Local Land Charges CON29 search fee by £20 (from £100 to £120 + VAT) to meet saving targets for the Council. Local authority searches are requested by conveyancing companies and Solicitors as part of the property transaction process.</p> <p>The fee increase will maintain the fee at an average fee level when compared to other Oxfordshire Councils (based on data from August 2021). On average it costs property purchasers (residential) £9k to purchase/move to a new house, therefore the fee increase is extremely minimal in terms of overall cost.</p> <p>The increase has not been found to bias, discriminate or unfairly disadvantage individuals or groups within the community.</p> |
| Completed By | Louise M Tustian |
| Authorised By | Mark Haynes |
| Date of Assessment | 9 th November 2021 |

Section 2: Detail of proposal

| | |
|--|--|
| <p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p> | <p>Local authority searches are requested by conveyancing companies and Solicitors as part of all residential property transaction processes. Land Charges provides this service and coordinates the responses to CON29 searches from all contributing departments. The Council is able to charge for this service as regulated by statutory Instrument The Local Authorities (England) (Charges for property searches) Regs 2008 SI 2008/3248</p> |
| <p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p> | <p>Land Charges is small service with most of its costs being staff. Savings made on staff would have a detrimental effect on the service provision and would hugely affect the local housing market. The service has limited other costs making the target for savings impossible to meet. The service has therefore proposed a fee increase to provide additional income. The proposal is to increase the CON29 from £100 to £120. Estimating additional income in the region of £16,350.</p> |
| <p>Evidence / Intelligence</p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p> | <p>On average the cost of moving home is £9k. Those able to purchase property are therefore able to find funds of £9k. A fee increase is an industry wide annual occurrence.</p> <p>Fee benchmarking has taken place and found that Cherwell's CON29 fee with the £20 increase including VAT would be in line with the *current average charged across Oxfordshire (* based on information from August 2021)</p> <p>The £20 fee increase proposal has been based on the average fee we receive for a full search. This can include additional fees in cases where additional optional questions are request or for additional parcels of Land. The estimated additional income is based on these income streams remaining as previous years.</p> |

| | |
|--|---|
| <p>Alternatives considered / rejected</p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p> | <p>Had the average fee as described above not been considered where additional income is received, the fee would have to be increased by £36. It was decided this was a too significant an increase and therefore not proposed.</p> <p>Not increasing the fee will mean that the service will not be able to meet the savings target.</p> |
|--|---|

Section 3: Impact Assessment - Protected Characteristics

| Protected Characteristic | No Impact | Positive | Negative | Description of Impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|------------------------------|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Age | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Disability | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Gender Reassignment | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Marriage & Civil Partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Pregnancy & Maternity | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Race | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Sex | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Sexual Orientation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Religion or Belief | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Section 3: Impact Assessment - Additional Community Impacts

| Additional community impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|------------------------------|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Rural communities | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Armed Forces | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Carers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Areas of deprivation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Section 3: Impact Assessment - Additional Wider Impacts

| Additional Wider Impacts | No Impact | Positive | Negative | Description of Impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|---------------------------|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Other Council Services | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Providers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Social Value ¹ | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

¹ If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area

Section 3: Impact Assessment - Climate Change Impacts

OCC and CDC aim to be carbon neutral by 2030. How will your proposal affect our ability to reduce carbon emissions related to

| Climate change impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|--|-------------------------------------|--------------------------|--------------------------|-----------------------|--|---------------------------------------|
| Energy use in our buildings or highways | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Our fleet | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Staff travel | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Purchased services and products (including construction) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Maintained schools | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

We are also committed to enable Cherwell to become carbon neutral by 2030 and Oxfordshire by 2050. How will your proposal affect our ability to:

| Climate change impacts | No Impact | Positive | Negative | Description of impact | Any actions or mitigation to reduce negative impacts | Timescale and monitoring arrangements |
|--|-------------------------------------|--------------------------|--------------------------|------------------------------|---|--|
| Enable carbon emissions reduction at district/county level? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

| | |
|--------------------------------------|-------------------------|
| Review Date | November 2022 |
| Person Responsible for Review | Louise M Tustian |
| Authorised By | Mark Haynes |

This page is intentionally left blank

Climate impact assessment of CDC 2022-23 budget proposals (draft)

In 2019, CDC declared a climate emergency and committed to prioritising climate action in decision making. More recently, a climate action framework was approved that commits the council to:

- Being carbon neutral in its operations by 2030
- Enabling a zero-carbon Cherwell by 2030.

In developing budget and business planning proposals, services were asked to assess how their plans affected the Council's ability to reduce its emissions from buildings, fleet, staff travel, purchased products and services (including construction) and to enable emission reductions at a district-wide level.

Most of the proposals put forward were deemed by services to not impact the council's ability to meet our climate action commitments.

The proposal to increase parking charges could reduce district-wide carbon emissions by encouraging drivers to walk, cycle or use public transport.

This page is intentionally left blank