

URGENT BUSINESS AND SUPPLEMENTARY INFORMATION**Executive****4 February 2013**

Agenda Item Number	Page	Title	Officer Responsible	Reason Not Included with Original Agenda
6.	(Pages 1 - 26)	Draft Budget 2013-14 - Appendices 1, 2, 3 and 6	Head of Finance and Procurement	Information being finalised at time of agenda dispatch

If you need any further information about the meeting please contact Natasha Clark, Democratic and Elections natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

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Revenue 2013/14 Budget Proposal and Analysis

The Status of the Budget

- 1.1 This second and final draft of the budget presented to the Executive has been subject to further validation of revenue, capital bids and efficiency savings and now incorporates the recommendations from Resources and Performance Scrutiny Board.
- 1.2 This final draft of the budget for 2013-14 shows a balanced budget.
- 1.3 The provisional settlement figures of the Government Grant we will be receiving in 2013-14 were issued on the 19th December 2012 and these have been incorporated within this final draft of the budget.
- 1.4 The amount available for distribution from the Collection Fund has been finalised and were prepared by the statutory deadline of 15th January 2013. It has therefore been confirmed that our share of the cumulative surplus equates to circa £100,000.

General Fund Revenue Budget

- 1.5 The General Fund Revenue budget is shown below in Table 1.

Table 1: General Fund Revenue Budget	Budget	Draft Budget 2	Variance from 12/13 Budget
	2012/13	2013/14	
Net Expenditure	£16,641,325	£15,696,072	-£945,253
Capital Charges Reversed	-£3,323,392	-£3,323,392	£0
Net Expenditure Services	£13,317,933	£12,372,680	-£945,253
Centrally Controlled Items	£1,341,299	£1,496,436	£155,137
Net Budget Requirement	£14,659,232	£13,869,116	-£790,116
Funding			
Investment Income	£439,810	£145,581	-£294,229
Government Grant	£7,621,722	£7,210,000	-£411,722
Council Tax Compensation Grant 11/12	£155,415	£155,415	£0
Collection Fund	£139,332	£100,000	-£39,332
Council Tax	£6,302,953	£5,763,992	-£538,961
Council Tax Support Grant	£0	£494,128	£494,128
Proposed Budget	£14,659,232	£13,869,116	-£790,116
Shortfall / surplus	£0	£0	£0
% Reduction			-5.4%
Council Tax			
Number band D equivalents	50,615	46,672	
2013/14 Cost of Band D equivalent	£123.50	£123.50	
2012/13 Cost of Band D equivalent	£123.50	£123.50	
	£6,250,953	£5,763,992	

- 1.6 The finalisation of support allocations, capital charges and internal recharges may result in the service total of £12,372,680 being re-allocated across the 3 service areas but the bottom line totals and budget requirement will not change.
- 1.7 In order to balance the budget and secure the £230,000 deficit from Draft Budget 1, further reductions in costs and increases in income were taken into account. The main drivers for this

are summarised in table 2 below and as can be seen these adjustments have resulted in a balanced budget.

Table 2: BUDGET MOVEMENT DRAFT 1 TO FINAL (Main Drivers)	
Draft 1 Shortfall	£230,000
Budget adjustments – efficiencies less pressures	-£10,000
Risk provision	£10,000
Pay inflation reduction	-£58,000
Building blocks – categories 1 and 2	-£472,000
Reduction in investment income base budget	£300,000
Final Draft	£0

- 1.8 The table below gives a high level walk from the 2012/13 net budget to the proposed 2013/14 net budget highlighting cost pressures and reductions.

Table 3: High Level Budget Walk 2012/13 to 2013/14	
Opening Net Budget	£14.7m
2012/13 effects	-£0.1
Public Promise	-£1.0
Building Blocks	-£0.5
Efficiencies	-£0.5
New Joint Working	-£0.1
New effects – income from Bicester Town Centre	-£0.3
Inflation	£0.3
Unavoidable Growth	£0.4
Growth	£0.4
Investment Income Reduction	£0.3
Government Grant Reductions	£0.4
Other	-£0.1
Draft Base Budget 2013/14	£13.9m

- 1.9 These movements are further analysed in the tables below

Unavoidable Growth

Table 4: Unavoidable Growth	
Reduced green recycling credits (street cleaning)	£26,000
Reduction in sale of glass and textiles from recycling	£57,000
Mileage increase based on usage	£6,000
Pay – increments, NI, superannuation	£86,000
Increase in the capital cost of pension	£90,000
Fuel	£40,000
Castle quay income	£110,000
	£415,000

Growth

Table 5: Growth	
Project management	£125,000
Estates maintenance & repair	£65,000
Housing allocations – ARBITRAS	£21,000
Planning projects validation & registration	£64,000
Welfare reform changes	£80,000
	£385,000

Public Promise

Table 6: Public Promise	
Procurement Action Plan	£75,000
Planning Income – change in planning fees regime	£120,000
Museum – move to trust status (6 months only)	£35,500
Joint working – ICT delivered phase 1	£218,000
Building Control – joint working	£24,000
Other joint working initiatives: finance, performance, democratic and elections	£104,000
Re tender and negotiation of new recyclables contract	£432,000
	£1,008,500

Budget Reductions

- 1.10 We have made more than the required 2% efficiency savings as per budget guidelines. These amount to circa £0.5m and can be classified as budget adjustments and procurement efficiencies (with no service impact); contract reductions (reduced inflation and efficiencies) and fee income (demand increases).
- 1.11 A summary of the building blocks identified from each service is listed in the table below.

Table 7: Building blocks	
Community Services – NNDR relief & reduced management fee on the leisure contract; vacant vehicle parks warden post; reduced automated payment kiosks emptying	£99,000
Environmental Services – review of the service to reduce expenditure on bring banks and bulky waste	£20,000
Finance & Procurement –reductions in internal and external audit fees and a reduction in consultancy budget	£74,000
Law & Governance – increased land searches income; increased legal costs recovered from third parties, freeze in members allowances	£41,000
Transformation – ICT phase 2, renegotiate blackberry usage and Microsoft licensing	£64,000
Strategic Planning – introduce charging for pre-application enquiries and increase planning income	£75,000
Public Protection & Development Management – vacant posts in planning policy and budget review of economic development	£38,000
Regeneration & Housing – predicted income form Bicester redevelopment and vacant staff post	£61,000
	£472,000

Council Tax

- 1.12 The level of council tax being proposed is £123.50 pa at Band D and this is in line with Council commitment of a zero increase. 2013/14 is the 3rd year allocation of Council Tax Compensation Grant which the Council will receive from Central Government - £155,000.
- 1.13 Should the proposal of a zero % increase be adopted the Council will also receive £63,000 in an additional Compensation Freeze grant for 2013/14 and 2014/15 **only**. In 2013/14 £35,000 of this will be used to offset the parish council shortfall leaving £28,000 to be treated as windfall income.

Medium Term Financial Strategy 2014/15 – 2017/18

- 1.14 The coming years will present even further challenges which in the main will relate to the austerity measures, continued cuts to the level of government grants received and welfare reform.
- 1.15 The Council's has a strong track record and commitment to delivering efficiencies resulting in a 41% reduction in net expenditure of services since 2007/08 when the net revenue budget stood at £23.5m compared to £13.9m in 2013/14.
- 1.16 These reductions and forward planning together with the joint working with South Northamptonshire Council (and any others we chose to collaborate with) continues to strengthen our position to meet the forecast challenges of future years. The Council will update its MTFs forecast to be included in the 2013/14 budget book.
- 1.17 The result of the Local Government Resource Review means the Council needs to consider a number of additional elements of funding and risk associated with New Homes Bonus, Business Rate Localised Growth and the impact of the Council Tax Reduction Scheme. As a result of this the strategy is being refreshed and will be presented to the Executive in June 2013.

Summary

- 1.18 This budget will be presented to the Executive on February 4th 2013 with a recommendation to produce the 2013/14 budget book on the basis of Appendices 1-6 and a recommendation to Council on 25th February 2013 to adopt the 2013/14 budget (as a key decision) and set council tax accordingly.

Capital Programme 2013/14

- 1.1 A total of 46 bids were received of which 20 were rejected. Of these 20, approximately half did not fit the definition of capital and three were combined to form a new bid (ICT). The 26 approved bids have been analysed according to corporate priority below:

Priority	No. of bids
1 District of Opportunity	4
1&4 District of Opportunity & Safe, Healthy and Vibrant Community	3
2 Accessible Value for Money Council	5
3 Cleaner Greener Cherwell	5
4 Safe, Healthy and Vibrant Community	9
	26

- 1.2 The draft capital proposals to date for 2013/14 are shown in Appendix 2a these new bids total £7,130,825 for spend in 2013/14 and a future total of £5,517,000 in 2014/15, 2015/16 and 2016/17. Each scheme is supported by an appraisal and these have been scored according to priority by the Resources Scrutiny Working Group.
- 1.3 The new capital bids have been scrutinised by the Resources and Performance Scrutiny Board and their observations and recommendations were reported in December 2012. A further review of outstanding items was undertaken in their January 2013 meeting where projects were either recommended for approval, deferral or deletion.
- 1.4 The Capital Strategy for 2013/14 has a direct impact on the treasury management revenue budget in terms of the opportunity cost of reduced cash balances from the use of capital receipts and reserves. Decisions on the future capital programme will need to take into account the overall priorities and affordability in revenue as well as capital terms.
- 1.5 The Q3 report to the Executive in March will request approval of slippage of capital schemes as part of the 2012/13 budget process but for which work has been delayed until 2013/14. These will also be delivered in 2013/14.
- 1.6 The current estimate of the capital receipts reserve at the end of 2013/14, taking the additions to the programme into account, is circa £15m.

1.7 A summary of the new draft capital programme and recommended financing is summarised below:

	Total Scheme Cost	2013/14 Profile	2014/15 to 2016/17 Profile
Proposed programme (Appendix 2a)	£12,647,825	£7,130,825	£5,517,000
Financed by:			
Capital Receipts		£5,485,825	£5,517,000
Third Party Contribution		£900,000	
Disabled Facilities Grant		£375,000	
Wheeled Bins Reserve		£120,000	
Vehicle Replacement Programme		£250,000	
TOTAL	£12,647,825	£7,130,825	£5,517,000

Further Document Information

Appendix No	Title
Appendix 2a	New Capital Bid Proposals and Profiles

Capital Bids 2012/13 by Score

Bid No.	Strategic Priority	Capital Scheme	Service Head	Directorate	Capital Bid Score	Total			Estimated Net Cost £'s
						Estimated Capital Cost £s	Estimated Cost for 13/14 £'s	External Funding £'s	
19	S&H	Disabled Access Audit 2010 - works required	Chris Stratford	Development	39	£15,000	£15,000		£15,000
36	CG	Vehicle Replacement 2013/14	Ed Potter	Community and Environment	36	£3,637,000	£620,000		£3,637,000
7	S&H	Chasewell Community Centre – Roof Covering Replacement	Chris Stratford	Development	36	£15,000	£15,000		£15,000
40	AVFM	Microsoft Licensing	Jo Pitman	Resources	32	£150,000	£50,000		£150,000
34	CG	Recycling Bank Replacement 2013/14	Ed Potter	Community and Environment	31	£25,000	£25,000		£25,000
17	S&H	Units 6 & 7 Thorpe Way – Replacement Roof Covering	Chris Stratford	Development	31	£84,000	£84,000		£84,000
30	DOO	Mandatory Disabled Facilities Grants	Chris Stratford	Development	29	£750,000	£750,000	(£375,000)	£375,000
38	CG	Vehicle lifting equipment	Ed Potter	Community and Environment	29	£30,000	£30,000		£30,000
41	AVFM	Desktop PC Replacement	Jo Pitman	Resources	29	£42,000	£42,000		£42,000
44	AVFM	Visualfiles Upgrade	Jo Pitman	Resources	29	£16,000	£16,000		£16,000
43	AVFM	Server replacement package	Jo Pitman	Resources	29	£24,000	£24,000		£24,000
2	S&H	23 & 24 Thorpe Place – Replacement Roof Lights	Chris Stratford	Development	28	£27,000	£27,000		£27,000
45	AVFM	Financial System Upgrade	Karen Curtin	Resources	26	£100,000	£100,000		£100,000
23	DOO/S&H	Bicester Sports Village Phase 2	Chris Rothwell	Community and Environment	24	£450,000	£450,000		£450,000
26	S&H	Stratfield Brake Repair Works	Chris Rothwell	Community and Environment	24	£80,000	£80,000		£80,000
37	CG	Wheeled Bin replacement scheme	Ed Potter	Community and Environment	23	£720,000	£120,000		£720,000
18	S&H	Works in Connection with Condition Survey	Chris Stratford	Development	23	£350,000	£350,000		£350,000
19	DOO	Bicester Community Building	Chris Stratford	Development	23	£5,000,000	£3,200,000	(£900,000)	£5,000,000
18	S&H	Replacement Air Conditioning Plant to Main Chamber, Bodicote House	Chris Stratford	Development	21	£80,000	£80,000		£80,000
17	S&H	Highfield Depot – Proposed Redevelopment of Office & Welfare Facilities	Chris Stratford	Development	21	£265,000	£265,000		£265,000
24	DOO/S&H	KGLC ATP Replacement	Chris Rothwell	Community and Environment	20	£180,000	£180,000		£180,000
25	DOO/S&H	NOA Track Refurbishment	Chris Rothwell	Community and Environment	20	£165,000	£165,000		£165,000
29	DOO	Discretionary Housing Grants	Chris Stratford	Development	18	£275,000	£275,000		£275,000
32	DOO	Kidlington Pedestrianisation Scheme – Phase 2	Chris Stratford	Development	17	£28,825	£28,825		£28,825
35	CG	Thorpe lane depot hard standing	Ed Potter	Community and Environment	16	£35,000	£35,000		£35,000
21	S&H	Community Facilities Loan Scheme	Chris Stratford	Community and Environment	15	£84,000	£84,000		£84,000
22	AVFM	CDC and SNC Customer Services Desktop as a Service (DaaS)	Chris Rothwell	Community and Environment	14	£20,000	£20,000		£20,000
GRAND TOTAL						£12,647,825	£7,130,825	(£1,275,000)	£12,272,825

AVFM An Accessible Value for Money Council
S&H A Safe, Healthy and Thriving Community
CG A Cleaner Greener Cherwell
DOO A District of Opportunity

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REVIEW OF SPECIFIC EARMARKED RESERVES

Appendix 3

EARMARKED RESERVES	Delegated Officer Responsibility (in conjunction with Lead Member)	Purpose	FINAL 2011/12	MOVEMENT 2012/13 TO DATE	BALANCE AT 31st DECEMBER 2012	Q4 planned use	Projection 31/03/13	REVIEW OUTCOME - ACTION REQUIRED
Self Insurance / Legal Claims Reserve	Head of Finance & Procurement	To cover insurance/legal claims that are uneconomical to fight or below excess	(347,000)	8,598	(£338,402)	85,000	(£253,402)	Leave as is - insurance and legal claims (HR)
Hs2 Reserve	Director of Development	To fund campaign against High Speed Rail Link 2	(14,021)	0	(£14,021)	0	(£14,021)	JR Funding
Brighter Futures Reserve Account	Director of Community & Environment	Confirmed with I Davies - work delayed due to resources - to be carried forward.	(20,000)	0	(£20,000)	0	(£20,000)	Planned Use by Project
Building Control Reserve	Head of Public Protection and Development Management	To be used in establishing joint service with SNC	(47,242)	0	(£47,242)	0	(£47,242)	To fund shared team - savings have been more than expected so release to 30,000
Plant and Transport Renewals Reserve	Head of Finance & Procurement	To fund future capital projects	(400,000)	0	(£400,000)	250,000	(£150,000)	Capital financing and Top Up Year End Review
Wheeled Bins Replacement Reserve	Head of Finance & Procurement	To fund future capital projects	(240,805)	0	(£240,805)	50,000	(£190,805)	Capital financing and Top Up Year End Review
Corporate IT Contingency Reserve	Director of Resources	To supplement the base budget for the planned programme of replacing obsolete IT equipment and to deliver ICT improvements	(300,000)	15,000	(£285,000)	155,000	(£130,000)	To be reviewed at year End in conjunction with ICT Board
Planning Policy Reserve	Head of Strategic Planning and the Economy	To cover expenditure relating to planning policy decisions - LDF etc.	(650,000)	0	(£650,000)	50,000	(£600,000)	To be reviewed at year End
Planning Control Reserve	Head of Public Protection and Development Management	To cover expenditure relating to planning appeals	(700,000)	0	(£700,000)	60,000	(£640,000)	To be reviewed at year End
Environmental Warranties Reserve	Head of Finance & Procurement	CDC's commitment on asbestos/environmental warranties of housing stock runs for a further 14 years	(2,600,000)	0	(£2,600,000)	250,000	(£2,350,000)	Asbestos - awaiting invoice from Sanctuary - review at Year End
Hanwell Fields Reserve	Head of Public Protection and Development Management	Open space commitment due to topography of the site affecting the layout of the developed elements but does improve the overall quality of the whole development. Contribution to Banbury Town Council for maintenance and developer agreements completed.	(90,899)	0	(£90,899)	90,899	(£0)	Assumption - utilisation in 2012/13
Licensing Reserve	Head of Public Protection and Development Management	Surplus of income generated from Licensing that is ringfenced for Licensing only, therefore is transferred to an earmarked reserve at the year end for licensing expenditure.	(68,287)	0	(£68,287)	0	(£68,287)	To be reviewed at year End
Corporate Change Reserve	Director of Resources	To fund change initiatives to address either improvement issues, interim capacity or spend to save initiatives	(708,799)	30,041	(£678,758)	200,000	(£478,758)	To be reviewed at year End
Iceland Legal Cost reserve	Head of Finance & Procurement	To meet the costs of fighting the legal claim - initially set up at 1% of £6.5m claim	(15,000)	0	(£15,000)	0	(£15,000)	Leave until we have a decision on transfer to Sterling
Local Government Resource Review	Head of Finance & Procurement	To fund costs/implications associated with LGRR	0	(239,000)	(£239,000)	0	(£239,000)	To be reviewed at year end and NHB report
Elections Reserve	Head of Law & Governance	To fund election expenditure	(50,000)	0	(£50,000)	0	(£50,000)	To be reviewed at year End
Jubilee / Olympics Reserve	Director of Community & Environment	To fund Jubilee / Olympics	(50,000)	0	(£50,000)	0	(£50,000)	To be reviewed at year End
General Fund Reserve	Director of Resources / Head of Finance and Procurement	General reserve - all deficits and surpluses for year end accounts moved in here	(3,687,000)	0	(£3,687,000)	0	(£3,687,000)	Year End Accounts Review and Reserves Policy

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EQUALITY IMPACT ASSESSMENT

2013/2014 Business Plan and Budget Equality Impact Assessment

Equality Impact Assessments

CONTENTS

Part 1	Stage 1: initial screening details	3
	Stage 1: initial screening assessment	4
	Stage 1: narrative	5
Part 2	Stage 2: in depth (full) assessment	6/7
Part 3	Areas of potential negative and positive impact	8

Equality Impact Assessment (Part 1)

Part 1: INITIAL SCREENING DETAILS ASSESSING POLICIES AND ACTIVITIES - GUIDANCE FOR STAFF

Notes:

1. As a result of this exercise, you will have checked that your policy or activity does not have adverse impact on equality groups and you will have identified relevant action that you need to take, and the likely costs/resources associated with any improvement. The equality groups covered are at present: Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion or Belief, Sex, Sexual Orientation, Age and Marriage or Civil Partnership.

This is not simply a paper exercise - it is designed to make sure that your policy or activity is delivered fairly and effectively to all sections of our local community.

2. Please note that the Council is required to publish the results of these assessments, and updates, therefore your completed Appendices may be public documents.
3. Appendix 1 questionnaire (to be completed for each relevant Strategy, Policy or Service Development) is for use regardless of whether your policy or activity is aimed at external customers or internal staff.

Please tick/delete as appropriate: Is this EIA for a:

Strategy	<input checked="" type="checkbox"/>	Existing	<input checked="" type="checkbox"/> (2012/13 updated for 2013/14)
Policy	<input type="checkbox"/>	New/Existing	<input type="checkbox"/>
Service Development	<input type="checkbox"/>	New/Existing	<input type="checkbox"/>

Name of Strategy, Policy or Service Development:

2013/14 Corporate Business Plan and Budget

AIMS, OBJECTIVES AND PURPOSE OF THE POLICY OR ACTIVITY:

The Corporate Business Plan contains detailed measures and targets which underpin the delivery of Cherwell District Council's strategic priorities throughout 2013/2014.

PLEASE LIST THE MAIN STAKEHOLDERS/BENEFICIARIES IN TERMS OF THE RECIPIENTS OF THE ACTIVITY OR THE TARGET GROUP AT WHOM THE POLICY IS AIMED:

- All Cherwell Residents

If the activity is provided by another department, organisation, partnership or agency on behalf of the authority, please give the names of these organisations/agencies:

N/A

Lead officer	Caroline French
Contact	01295 221586 caroline.french@cherwell-dc.gov.uk
Service area	Performance
Directorate	Resources
Assessment date	21-1-2013
Assessment review date	January 2014

Equality Impact Assessment (Part 1)

STAGE 1 – INITIAL SCREENING ASSESSMENT

Q	Screening Questions	Y/N
1.	Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	N
2	Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	N
3	Is there any evidence that information about the policy or activity is not accessible to any equality groups?	N
4	Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	N
5	Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	N
6	Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	Y Potential
7	This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	N
8	Will there be a negative impact on any equality groups? If so please provide brief details below.	N
	Equality Impact:	
	Disability	
	Gender Reassignment	
	Pregnancy and Maternity	
	Race	
	Religion or Belief	
	Sex	
	Sexual Orientation	
	Age	
	Marriage and Civil Partnership	
9	Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community?	N
10	There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with:	Y
11	Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	N

Proceed to In Depth (Full) Assessment (complete Stage 2) if the answer is YES to more than one of the above questions.

For any YES answers include an improvement action in your Equality Improvement Plan.

Declaration

I am satisfied that an initial screening has been carried out on this policy or activity and an In Depth (Full) Equality Impact Assessment is not required. I understand that the EIA is required by the Council and take responsibility for the completion and quality of this assessment.

Completed by: Caroline French

Date: 21/01/2013

Countersigned by: Claire Taylor, Corporate Performance Manager

Date: 23/01/2013

Equality Impact Assessment (Part 1)

Please detail below your evidence which has determined whether you have answered either Yes or No to the initial screening questions.

Screening Questions	Narrative
Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	No, all of the targets and measures within the Business Plan are compliant with the Equality Act 2010
Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	No, all measures, targets and strategic priorities are compliant with the Equality Act 2010.
Is there any evidence that information about the policy or activity is not accessible to any equality groups?	No, the Business Plan is published on Cherwell District Council's website. Cherwell District Council's priorities are driven by the Corporate Consultation programme and Budget Consultation process. Where there are known equality groups with low response rates the survey boosts sample sizes to ensure good response rates. There are also arrangements to consult with specific equalities groups, for example via the faith and disability forums.
Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	No
Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	No
Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	The Business Plan highlights an exploration between Cherwell District Council and its partners with regards to sharing or providing services at a reduced cost. Specific impact to employees, partners or contractors cannot be identified at this time but may become

	<p>apparent throughout the year as business cases are developed. All service reconfigurations and/or potential redundancies will be undertaken in line with the council's human resources policy and with staff consultation.</p>
<p>This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.</p>	<p>No</p>
<p>Will there be a negative impact on any equality groups?</p>	<p>The redevelopment of Bicester Town Centre will have some temporary impact with regards to access of the shop mobility service for a period of 18 months (beginning in 2012 as identified in the EIA 2012/13). Consultation was undertaken with affected groups in 2012.</p> <p>National Policy in relation to the Government Welfare Reform will continue to take effect during 2013/14. The council will work with partners to provide advice and support to mitigate the impact of changes.</p> <p>Due to on-going constraints in terms of Local Government Funding the Business Plan contains a target to secure significant savings during the course of 2013/14. These savings have already been identified in the budget for 2013/14. Any initiatives that may have impacted upon equality groups have undergone (or will undergo during 2013/14) a specific EIA process.</p>
<p>Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community? If so please explain.</p>	<p>No, the EIA has not identified any specific objective or target within the business plan likely to have a negative effect on community relations.</p>
<p>There has been no consultation with equality groups about this policy or</p>	<p>No specific consultation has taken place against the actual Business</p>

<p>activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with:</p>	<p>Plan for 2013/2014; however Cherwell District Council's priorities are driven by the Corporate Consultation Programme and Budget Consultation. Where surveys are undertaken equalities groups with lower response rates are subject to 'sample boosting techniques' to ensure Cherwell District Council receives a reflective response from the whole community.</p>
<p>Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?</p>	<p>No</p>

Equality Impact Assessment

PART 2: STAGE 2 – IN DEPTH (FULL) ASSESSMENT

	EQUALITY DUTIES	OUTCOME
1	What evidence is there from stakeholders that different equality groups might have different needs, concerns and priorities in relation to issues addressed by the policy or activity (this includes the results of consultation with an involvement of different equality groups)?	The Business Plan underpins the creation of the Corporate Priorities. Cherwell District Council set their priorities by evidence gathered by following the Corporate Consultation Programme.
2	How does the proposed policy or activity contribute towards meeting our strategic objective to encourage continual improvement in public services so that they meet the changing needs of diverse communities and provide fair access for all?	The detailed measures and targets within the Business Plan underpin Cherwell District Council's strategic priorities.
3	How does the policy or activity contribute to our duty to promote positively equality of opportunity?	<p>There are a variety of objectives within the Business Plan which have a positive impact:</p> <p>2013/2014 will see further successful delivery of the Brighter Futures in Banbury project which aims to break the cycle of deprivation and address health inequalities in the three most deprived areas of Banbury. By working with Partners it aims to reduce the number of young people not in education, employment or training.</p> <p>Continued improvements to the accessibility of our online payment and service options within Customer Services.</p> <p>Work to promote active and independent lifestyles amongst older people will see the implementation of the Older People's Strategy.</p> <p>Cherwell District Council will</p>

		continue to provide a wide range of recreational activities and opportunities for young people across the district.
4	Will it help eliminate unlawful discrimination or harassment in any way or encourage or hinder community relations?	The Business Plan outlines how Cherwell District Council will achieve it's Corporate Priorities on a yearly basis. The community feed into this process via the Corporate Consultation process.
5	What evidence is there to suggest that the policy or activity could affect some equality groups differently – this is not just about numbers but the seriousness and degree of the adverse impact.	The redevelopment of Bicester Town Centre will cause a temporary negative impact to the disabled community accessing Bicester for a period of up to 18 months. Shop mobility has relocated temporarily to a site which limits access to shop mobility and its service. (commenced in 2012)
6	If there is an adverse impact, what amendments can be made to the policy or practice to mitigate or remove this negative impact?	A specific consultation and EIA has been conducted in relation to the relocation of Shop mobility in order to highlight the key areas of impact and how they can be mitigated (2012).
7	If your activity is provided by a partner, private or voluntary sector organisation on a contract basis please list any arrangements have you made or plan to make to help ensure that these comply with equality.	N/A
8	How will it help ensure that information about this policy or activity is accessible to equality groups.	The Business Plan for 2013/2014 is available on Cherwell District Council's website.
9	If this strategy, policy or service development impacts upon other services please list which services and what arrangements have been made.	N/A
10	Have you compared your policy or activity with similar local authorities, if so with what results?	The Business Plan is relevant to the local area so the content of this has not been compared to similar local authorities. The performance against the Business Plan is monitored and comparisons made.

11	Please list any consultation with equality groups in support of the above equality duties.	Covered as per the Corporate Consultation Process
12	Please list the equality groups you have consulted with.	Covered as per the Corporate Consultation Process.
13	Please list in your Improvement Plan any changes to your policy or activity that you have made, or you plan to make as a result of consultation with different equality groups.	Listed below in part 3 is an assessment of potential negative impacts, action we are taking and highlighted areas which may incur further negative impact during 2013/2014.
16	Who has agreed these recommendations?	To be agreed by the Cherwell DC Executive Committee.
17	How is it intended to monitor and report on the impact of this assessment?	Potential negative impacts highlighted within this EIA will undergo specific EIA's. Emerging actions will be monitored via this process.
18	Please list any performance targets relating to equality that your policy or activity includes.	Performance targets will be identified via specific EIA's .
19	Please list any changes to your policy or activity that you have made or plan to make as a result of monitoring.	N/A
20	Please list any staff training issues on equality arising from this assessment, (and include this in your improvement plan).	N/A – however equalities training is a mandatory part of the council's training and development policy.
21	How do you plan to publicise the results of this assessment? Include this in the Improvement Plan.	EIA to be published on Cherwell District Council's website.

Notes:

1. The in-depth (full) assessment must consider all available data and research. This could include the results of employee or stakeholder surveys, the results of consultation, audits, service reviews, employment monitoring data, population data, research findings, and data collected through monitoring the implementation of the policy or activity and evaluations of projects/programmes, data about the performance of local services.
2. The assessment above must also state how the policy was assessed and the details of the methods of involvement of appropriate people, for example, staff networks, external stakeholders and equality groups.

Completed by: Caroline French
Role: Corporate Policy Officer
Date: completed: 21st January 2013

Declaration

I am satisfied that an In Depth (Full) Assessment has been undertaken.
I understand that this EIA is required by the Council and take responsibility for its completion and quality.

Countersigned by: Clare Taylor, Corporate Performance Manager
Date: 23rd January 2013

Part 3 - Assessment of Potential Negative Impacts and Desired Positive Outcomes

Potential Negative Impact	Mitigation
<p>Progress the commercial development of Bicester Town Centre – Negative impact caused by temporary relocation of the shop mobility service. Physical access limitations have also been highlighted due to the location of the Dial a Ride drop off point</p>	<p>A specific in-depth EIA has been completed in relation to shop mobility Bicester which identified the key areas of negative impact. Consultation with specific shop mobility user groups helped establish sensible outcomes which ensured the Council was able to continue to provide a suitable service during this temporary period.(All undertaken in 2012 for the project which also spans the life of this plan)</p>
<p>National Policy – Government Welfare Reform</p>	<p>Cherwell District Council believe this reform has the potential to impact on specific equality groups. As this is national policy Cherwell District Council will not be able to take any mitigating actions but will ensure effective communication to all equality groups as and when impacts become clear.</p>
<p>Secure savings of £500,000 taking account the national changes to Local Government Funding</p>	<p>Due to on-going financial constraints within local government funding the Business Plan contains a target to secure savings of £500,000. The impact of any savings identified will be considered in year and subject to EIAs where appropriate.</p> <p>A review of the Council Tax reduction scheme has been undertaken and a separate EIA has been completed. As there are no changes to the scheme no equalities groups will be adversely affected.</p>

Objective	Desired Positive Outcomes
<p>Deliver the Brighter Futures in Banbury Programme</p>	<p>2013/2014 will see further successful delivery of the Brighter Futures in Banbury project which aims to break the cycle of deprivation and address health inequalities in the three most deprived areas of Banbury.</p>
<p>Continued improvements to the accessibility of our online payment</p>	<p>Online access and improving customers' ability to request and pay</p>

<p>and service options within Customer Services.</p>	<p>for services online will improve accessibility. Changes to the council's website will be undertaken with consultation and in line with recognised national standards.</p>
<p>Work to promote active and independent lifestyles amongst older people.</p>	<p>2013 will see the on-going implementation of the Older People's Strategy and the continued progression of the Housing's Older People's strategy.</p>
<p>Continue to provide a wide range of recreational activities and opportunities for young people across the district.</p>	<p>Recreation and Sport activators will continue to work in areas of deprivation and hard to reach groups to support young people and integrate them into positive activities local to them.</p>

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