



**EQUALITY IMPACT ASSESSMENT**

**2012/2013 Business Plan and Budget Equality Impact Assessment**

## Equality Impact Assessments

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**APPENDIX 1 STAGE 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 & Marriage or Civil Partnership.

**Note. 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"/>	New	<input checked="" type="checkbox"/>
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: 2012/13 Corporate Plan & Budget

AIMS, OBJECTIVES & PURPOSE OF THE POLICY OR ACTIVITY:

The Corporate Business Plan contains detailed measures and targets which underpin the delivery of Cherwell District Councils strategic priorities throughout 2012/2013.

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:

LEAD OFFICER: Caroline French  
SERVICE AREA: Performance  
ASSESSMENT DATE: 19-1-2012

TEL: 221586  
DIRECTORATE: Transformation  
ASSESSMENT REVIEW DATE: Feb 2013

## 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?	<b>Y Potential</b>
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:	Y (potential)
	Disability	
	Gender Reassignment	
	Pregnancy & Maternity	
	Race	
	Religion or Belief	
	Sex	
	Sexual Orientation	
	Age	
	Marriage & 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?	<b>Y Potential</b>
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 **Appendix 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**  
Countersigned by: **Claire Taylor, Corporate Performance Manager**

Date: **19<sup>th</sup> January 2012**  
Date: **23<sup>rd</sup> January 2012**

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

Screening Questions	Narrative
<b>Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?</b>	No, all of the targets and measures within the Business Plan are compliant with the Equality Act 2010
<b>Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?</b>	No, all measures, targets and strategic priorities are compliant with the Equality Act 2010.
<b>Is there any evidence that information about the policy or activity is not accessible to any equality groups?</b>	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. Known equality groups with low response rates under went a boosting process.
<b>Has the Council received any complaints about the policy or activity under review, in respect of equality issues?</b>	No
<b>Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?</b>	No
<b>Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?</b>	The Business Plan highlights an exploration between Cherwell District Council and its partners with regards to sharing or providing services at a reduced cost. No specific impact to employees, partners or contractors can be identified at this time but may become apparent throughout the year.
<b>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.</b>	No
<b>Will there be a negative impact on any equality groups?</b>	<p>Some targets such as 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.</p> <p>During 2012/2013 National Policy in relation to the Government Welfare Reform will take effect. Any specific impacts are unknown at present but the expectation is that some equality groups maybe impacted upon.</p> <p>Due to national changes against Local Government Funding the Business Plan contains a target to secure savings of between £800-£1m. These savings have been achieved as highlighted in the Budget for 2012/2013. Any initiatives that may have impacted upon equality groups have undergone a specific EIA process.</p>
<b>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.</b>	The Business Plan covers a diverse spectrum of targets and objectives. Some of these objectives will receive great support from the local community whilst others which the full impact is still uncertain have potential to cause some negative affects on our relationships.
<b>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:</b>	No specific consultation has taken place against the actual Business Plan for 2012/2013, however Cherwell District Council's priorities are driven by the Corporate Consultation Programme and Budget Consultation. During the Budget Consultation known equality groups with low response under went a boosting process to ensure Cherwell District Council received reflective response from the community.
<b>Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?</b>	No

## Equality Impact Assessment

### APPENDIX 2 STAGE 2 – IN DEPTH (FULL) ASSESSMENT

Q	EQUALITY DUTIES	OUTCOME
1	What evidence is there from stakeholders that different equality groups might have different needs, concerns & 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>2012/2013 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 continue to provide a wide range of recreational activities and opportunities for young people across the district.</p>
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.
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.
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 2012/2013 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	Listed below in Appendix 3 is an assessment of potential negative impacts, action we are taking

	<b>plan to make as a result of consultation with different equality groups.</b>	and highlighted areas which may incur further negative impact during 2012/2013.
<b>16</b>	<b>Who has agreed these recommendations?</b>	To be noted by Cherwell Executive.
<b>17</b>	<b>How is it intended to monitor and report on the impact of this assessment?</b>	Potential negative impacts highlighted within this EIA will undergo specific EIA's. Emerging actions will be monitored via this process.
<b>18</b>	<b>Please list any performance targets relating to equality that your policy or activity includes.</b>	Performance targets will be identified via specific EIA's .
<b>19</b>	<b>Please list any changes to your policy or activity that you have made or plan to make as a result of monitoring.</b>	N/A
<b>20</b>	<b>Please list any staff training issues on equality arising from this assessment, (and include this in your improvement plan).</b>	N/A
<b>21</b>	<b>How do you plan to publicise the results of this assessment? Include this in the Improvement Plan.</b>	EIA to be consulted on via Cherwell District Council's Corporate Equality Steering Group and 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: Partnership & Equality Officer  
Date: completed: 19<sup>th</sup> January 2012**

**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: 23<sup>rd</sup> January 2012**

### Appendix 3 - Assessment of Potential Negative Impacts and Desired Positive Outcomes

Potential Negative Impact	Mitigation
<p><b>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</b></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.</p>
<p><b>National Policy – Government Welfare Reform</b></p>	<p>No specific negative impacts are apparent at the present time, however Cherwell District Council believe this reform may impact on specific equality groups. As this is national policy Cherwell District Council will not be able to take any mitigating actions against this but Cherwell District Council will ensure effective communication to all equality groups as and when these possible impacts become clear.</p>
<p><b>National changes against Local Government Funding - Cherwell District Council to secure savings between £800 – £1m</b></p>	<p>Due to national changes against Local Government Funding the Business Plan contains a target to secure savings of between £800-£1m. These savings have been achieved as highlighted in the Budget for 2012/2013. Initiatives outlined below may cause a potential impact but will be reviewed via the EIA process throughout the coming year:</p> <p>Review Single Person Benefits Discounts – received by 17,218 (33%) of the community. The review anticipates that 10% of the total figure will be reduced due to the review, but the review is to determine how many of the total figure are eligible. The single person's criteria will not going to be effected.</p> <p>Change in planning fees regime will result in increase to fees - guidance not yet but a planned EIA has is on the rolling EIA plan to ensure any negative impacts are mitigated if possible.</p>

  

Objective	Desired Positive Outcomes
<p><b>Deliver the Brighter Futures in Banbury Programme</b></p>	<p>2012/2013 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><b>Continued improvements to the accessibility of our online payment and service options within Customer Services.</b></p>	<p>The re-design of Cherwell's front page and structure to improve our web accessibility and Plain English standards.</p> <p>Development of online service in general to be in line with BS 8878:2009 Web accessibility standards where ever possible.</p> <p>Implementation of Lagan Citizen Portal to allow customers to log, pay and track certain services. - we will be able to get numbers of 'cases' logged and they would previously have had to ring.</p>
<p><b>Work to promote active and independent lifestyles amongst older people.</b></p>	<p>2012/2013 will see the implementation of the Older People's Strategy and the continued progression of the Housing's Older People's strategy.</p>
<p><b>Continue to provide a wide range of recreational activities and opportunities for young people across the district.</b></p>	<p>Recreation &amp; 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> <p>An Intergenerational partnership has been created between the Hill youth centre and the WRVS centre in Banbury to bring together young people and older people in integration projects. This partnership was launched in Dec 2011 and a time table of initiatives has been planned for 2012.</p> <p>Inclusion sports club hosted at BGN School for young people 11-16yrs to help those young people who have learning and physical disabilities to integrate into sporting activities and clubs.</p>