



***Cherwell***  
DISTRICT COUNCIL  
NORTH OXFORDSHIRE



# **Cherwell District Council and Oxfordshire County Council**

## **Equality Impact Assessment**

**A reduction in overheads within Housing and restructure of the debt and money advice contract**

January 2021

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## Section 1: Summary details

<b>Directorate and Service Area</b>	Adult Social Care and Housing, Housing Services
<b>What is being assessed</b> (e.g. name of policy, procedure, project, service or proposed service change).	<b>2021/22 - RETHINK PROPOSAL – Reducing expenditure</b>
<b>Is this a new or existing function or policy?</b>	This proposal is for a reduction in budget comprising £30,000 in team overheads and £18,000 from the debt and money advice contract i.e. £48k saving in total.
<b>Summary of assessment</b> 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).	The proposed savings resulting from the reduction of overheads in a number of areas and from re-tendered debt and money advice services to deliver a budget saving which will not discriminate or disadvantage individuals or any identified community groups. The saving from the debt and money advice contract was planned in 2019/20 before the recommissioning process was carried out and was undertaken in tandem with the County Council's recommissioning of Specialist Advice Services.
<b>Completed By</b>	Tim Mills, Housing Development and Standards Manager
<b>Authorised By</b>	Gillian Douglas
<b>Date of Assessment</b>	December 2020

## Section 2: Detail of proposal

<p><b>Context / Background</b></p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>Due to the shift to homeworking and a review of every budget line, a range of small overheads can be reduced across the service. This delivers a saving of £30,000. In addition, we have already taken 15% out of the budget for debt and money advice services, retendered for these services and awarded the contract to Citizens Advice North Oxfordshire and South Northants on the basis of the reduced budget envelope.</p>
<p><b>Proposals</b></p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>See Context/Background above.</p>
<p><b>Evidence / Intelligence</b></p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that</p>	<p>The proposed £30k savings have resulted from a routine management review of service activities and budgets and wider consultation has not been judged necessary or appropriate.</p> <p>The recommissioning of debt and money advice services was based on a review of community needs in the district and a shift towards digital services and a greater focus on homelessness prevention. Home visits are offered through the county wide specialist advice services to people who cannot access these</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>universal services. Therefore the 15% reduction in the debt and money advice contract was mitigated by a refocussing of services to those most in need and by a shift to more telephone and online advice with face to face reserved for people who cannot access other channels.</p>
<p><b>Alternatives considered / rejected</b></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>None</p>

### Section 3: Impact Assessment - Protected Characteristics

Protected Characteristic	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	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	Action owner (*Job Title, Organisation)	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	Action owner* (*Job Title, Organisation)	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 <sup>1</sup>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

<sup>1</sup> 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: 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.

<b>Review Date</b>	
<b>Person Responsible for Review</b>	
<b>Authorised By</b>	