



**EQUALITY IMPACT ASSESSMENT**

**2017/2018 Business Plan and Budget Equality Impact Assessment**

## Equality Impact Assessments

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## Equality Impact Assessment (Part 1)

### Part 1: INITIAL SCREENING DETAILS ASSESSING POLICIES

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

|                     |                                     |              |                                     |                               |
|---------------------|-------------------------------------|--------------|-------------------------------------|-------------------------------|
| Strategy            | <input checked="" type="checkbox"/> | Existing     | <input checked="" type="checkbox"/> | (2014/15 updated for 2015/16) |
| 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:

2016/2017 Corporate Business Plan and Budget

#### AIMS, OBJECTIVES AND PURPOSE OF THE POLICY OR ACTIVITY:

The Corporate Business Plan and Budget contains detailed measures and targets which underpin the delivery of Cherwell District Council's corporate strategic priorities throughout 2017/2018

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

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|                               |  |
|-------------------------------|--|
| <b>Lead officer</b>           | Caroline French  |
| <b>Contact</b>                | 01295 221586<br><a href="mailto:caroline.french@cherwellandsouthnorthatnsgov.uk">caroline.french@cherwellandsouthnorthatnsgov.uk</a> |
| <b>Service area</b>           | Performance and Insight Team   |
| <b>Directorate</b>            | <b>Strategy and Commissioning</b>  |
| <b>Assessment date</b>        | 26 <sup>th</sup> January 2017  |
| <b>Assessment review date</b> | January 2018   |

## 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?   | <b>N</b>   |
| 2  | Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?  | <b>N</b>   |
| 3  | Is there any evidence that information about the policy or activity is not accessible to any equality groups?  | <b>N</b>   |
| 4  | Has the Council received any complaints about the policy or activity under review, in respect of equality issues?  | <b>N</b>   |
| 5  | Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?  | <b>N</b>   |
| 6  | Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?  | <b>Y<br/>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.  | <b>N</b>   |
| 8  | Will there be a negative impact on any equality groups? If so please provide brief details below.  | <b>Y<br/>Potential</b>   |
|    | Equality Impact:   | Any initiatives that may have impact upon equality groups will undergo the specific EIA process. |
|    | 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?  | <b>N</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: | <b>N</b>   |
| 11 | Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?  | <b>N</b>   |

**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.**

## 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.

| <b>Screening Questions</b>   | <b>Narrative</b>  |
|--|---|
| <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 will be published on Cherwell District Council's website.   |
| <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 is based on a financial strategy that delivers income generation through alternative delivery models. This requires exploration by Cherwell District Council into partnerships and other delivery models that will deliver services more effectively and meet a wider range of specific outcomes. Specific impact to employees, partners or contractors cannot be identified at this time but may become apparent throughout the year as service/project 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. |
| <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  |

|  |   |
|--|---|
| <p><b>Will there be a negative impact on any equality groups?</b></p>  | <p>Due to a reduction of funding from central government the Financial Strategy aims to make efficiency savings as part of its overall objectives during the course of 2017/2018. Any initiatives that may have impact upon equality groups will undergo the specific EIA process.</p>    |
| <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></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><b>There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement.<br/>If there has been consultation, please list the equality groups you have consulted with:</b></p> | <p>No specific consultation has taken place against the actual Business Plan for 2017/2018 however Cherwell District Council's priorities are driven by the annual Customer Satisfaction Survey and Budget Consultation. Both reports are available to view on the Council's website.</p> |
| <p><b>Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?</b></p>  | <p>No</p>   |

## Equality Impact Assessment

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

|          | <b>EQUALITY DUTIES</b>   | <b>OUTCOME</b>   |
|----------|--|--|
| <b>1</b> | <b>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)?</b> | The Business Plan underpins the creation of the Corporate Priorities. Cherwell District Council set their priorities by evidence gathered following the annual Customer Satisfaction Survey.   |
| <b>2</b> | <b>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?</b>                                      | The detailed measures and targets within the Business Plan which are determined by results of the annual Customer Satisfaction Survey underpin Cherwell District Council's strategic priorities.   |
| <b>3</b> | <b>How does the policy or activity contribute to our duty to promote positively equality of opportunity?</b>   | <p>There are a variety of objectives within the Business Plan which have a positive impact:</p> <ul style="list-style-type: none"> <li>• Work with partners to support financial inclusion</li> <li>• Deliver affordable housing and work with private sector landlords to help improve affordable housing options.</li> <li>• Accessible leisure opportunities</li> <li>• Provide high quality housing options advice and support to prevent homelessness</li> <li>• Provide support to the voluntary and community sector.</li> <li>• Ensure all rural areas are connected to local services.</li> </ul> |
| <b>4</b> | <b>Will it help eliminate unlawful discrimination or harassment in any way or encourage or hinder community relations?</b>   | The Business Plan outlines how Cherwell District Council will achieve its Corporate Priorities on an annual basis. The community feeds into this process via the annual Customer Satisfaction Survey.  |



|           |   |  |
|-----------|---|--|
| <b>5</b>  | <b>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.</b>                 | Currently there is no evidence that suggests there will be a different impact.   |
| <b>6</b>  | <b>If there is an adverse impact, what amendments can be made to the policy or practice to mitigate or remove this negative impact?</b>   | Currently there is no evidence that suggests there will be a different impact.   |
| <b>7</b>  | <b>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.</b> | N/A  |
| <b>8</b>  | <b>How will it help ensure that information about this policy or activity is accessible to equality groups.</b>   | The Business Plan for 2017/2018 will be available on Cherwell District Council's website.  |
| <b>9</b>  | <b>If this strategy, policy or service development impacts upon other services please list which services and what arrangements have been made.</b>   | N/A  |
| <b>10</b> | <b>Have you compared your policy or activity with similar local authorities, if so with what results?</b>   | 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. |
| <b>11</b> | <b>Please list any consultation with equality groups in support of the above equality duties.</b>   | The Customer Satisfaction Survey is available to all residents. No specific consultation has occurred with particular equality groups.   |
| <b>12</b> | <b>Please list the equality groups you have consulted with.</b>   | The Customer Satisfaction Survey is available to all residents. No specific consultation has occurred with particular equality groups.   |
| <b>13</b> | <b>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.</b>                                    | Currently there is no evidence that suggests there will be any impacts. Specific EIAs and improvement plans will be conducted if necessary throughout the year.                    |
| <b>16</b> | <b>Who has agreed these recommendations?</b>  | To be agreed by the Cherwell DC Executive Committee.   |

|    |  |  |
|----|--|--|
| 17 | <b>How is it intended to monitor and report on the impact of this assessment?</b>  | All actions are monitored on a quarterly basis through the democratic process.   |
| 18 | <b>Please list any performance targets relating to equality that your policy or activity includes.</b>                             | Performance targets will be identified via specific EIAs.  |
| 19 | <b>Please list any changes to your policy or activity that you have made or plan to make as a result of monitoring.</b>            | None have been made.   |
| 20 | <b>Please list any staff training issues on equality arising from this assessment (and include this in your improvement plan).</b> | N/A – however equalities e-learning is available to all staff as a refresher and is mandatory for all new employees to the Council as part of the council's training and development policy. Cherwell District Council Members will also receive a Fair and Aware briefing Session during 2017/2018. |
| 21 | <b>How do you plan to publicise the results of this assessment? Include this in the Improvement Plan.</b>                          | 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:** Business Transformation Project Officer  
**Date completed:** 26<sup>th</sup> January 2017

**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:** Scott Barnes, Director – Strategy & Commissioning  
**Date:** 26 January 2017

