

1. Title of Option

Review of Local Council Tax Benefit Scheme

2. Brief Description

Government has announced its intention to transfer responsibility for Council Tax Benefit to Local Authorities from 2013/14 onwards. Previously, this benefit, like the others that are claimable, were fully funded by Central Government. The grant payable by Government to Local Authorities to manage these local schemes will be cut by 10% though leaving Councils with little option but to review how their individual schemes might operate in future.

3. Rationale For This Option

Council Tax benefit payments will be a significant cost to the Council in future but a 10% cut in funding by Government cannot be sustainably managed without a review of Calderdale's scheme. The saving put forward will protect the vast majority of the scheme and provide much needed support for vulnerable people at a level over and above Government funding.

4. Implementation Strategy For This Option

Although the Council will be expected to manage Council Tax benefits payments from 2013/14 onwards, this saving will not begin until 2014/15 thus protecting people from Government cuts for as long as possible. A revised scheme will be formulated and widely consulted upon prior to implementation.

5. Resource Implications

Financial Detail	2012/13 £	2013/14 £	2014/15 £
Staffing Costs	0	0	0
Running Costs	0	0	0
Other Costs	0	0	-500,000
Increased Income	0	0	0
Less Redundancy (if any)	0	0	0
Less Other Costs	0	0	0
Total	0	0	-500,000

Staffing	2012/13		2013/14		2014/15	
	No.	FTE	No.	FTE	No.	FTE
Vacant Posts	0.0	0.0	0.0	0.0	0.0	0.0
Possible Redundancy	0.0	0.0	0.0	0.0	0.0	0.0
Vacancy Management	0.0	0.0	0.0	0.0	0.0	0.0
TUPE Transfer	0	0.0	0	0.0	0	0.0
Total Posts	0.0	0.0	0.0	0.0	0.0	0.0

Initial Budget Equality Impact Assessment

2012/13

Title of Option

Review of Local Council Tax Benefit Scheme

1. What is being proposed?**a) Which service area or function does the proposed option relate to?**

Council Tax benefits

b) What is the purpose, aim and known outcomes of this service or function?

To provide funding for people on benefits with help towards their Council Tax

c) Please provide details of the option that is being proposed.

A 3% reduction in the overall Council Tax benefit scheme compared to the Government's 10% funding cut

2. Legal Implications**a) Will the proposed option affect the Council's statutory duties to:**

- promote race equality
- promote equality for disabled people
- promote gender equality
- eliminate discrimination
- provide equality of opportunity
- promote good relations

Yes/No:

3. Identifying Impacts

Will the proposal have a worse impact on any of the following groups of people than its impact on the population as a whole?

3a Service Delivery - (The Equality Act 2010, states that there are eight protected characteristics people might have, which are listed below*)

<u>Protected Characteristic</u>	<u>Yes/No</u>	<u>If a negative impact (yes) please state what this may be</u>
*Age	NO	There is no evidence of a negative impact in respect to age.
Carers	NO	There is no direct or indirect negative impact for carers
*Disability	NO	There is no direct or indirect negative impact for disabled people
*Gender	NO	There is no evidence of direct or indirect negative impact in regards to gender.
*Race	NO	There is no direct or indirect impact on BAME groups as the proposal will have an equal impact on all ethnic groups.
*Religion or Belief	NO	There is no direct or indirect negative impact on any religious/faith groups as the proposal will have an equal impact on all groups.
Socio-economic (eg people on low income)	YES	There is a likelihood that people/families on low incomes could be disadvantaged by the proposal. However, this cannot be established until we know a draft Council Tax Benefit Scheme is developed.
*Gender Reassignment	NO	There is no direct or indirect negative impact in respect to gender reassignment.
*Pregnancy and Maternity	NO	There is no direct or indirect impact in regards to pregnancy and maternity.
*Sexual Orientation	NO	There is no direct or indirect impact on LGBT communities
Other	NO	None other identified

Better ways of working and targeting of services

3b Employment Policy and Practices - (The Equality Act 2010, states that there are nine protected characteristics our employees might have, which are listed below*)

NB: If posts are being deleted, please list how this may affect how the Council ensures that its workforce is reflective of the community we serve. (Please note that if these numbers are so small it is important the individuals are not identified)

An Organisational Workforce Redundancy EIA will be conducted if we find that any protected characteristic group within the workforce has reduced. Any actions will be linked to in house strategies to develop and maintain a workforce which is reflective of the community

Protected Characteristic	Yes/No	If a negative impact (yes) please state what this may be
*Age	NO	Please see Justification
*Disability	NO	Please see Justification
*Gender	NO	Please see Justification
*Gender Reassignment	NO	Please see Justification
*Pregnancy and Maternity	NO	Please see Justification
*Marriage and Civil Partnership	NO	Please see Justification
*Race	NO	Please see Justification
*Religion or Belief	NO	Please see Justification
*Sexual Orientation	NO	Please see Justification

Justification - If no impact found

Service Delivery Implications:

Until the Council agrees a revised Council Tax Benefit Scheme any impact on the specific groups highlighted will not be known. However, please see 4a, b and c

Employment Implications

The proposal does not identify any staff reductions and therefore will not impact on workforce profiles.

4. Managing or mitigating the impact

If you have identified any adverse impacts in section 3 are there any ways in which you could mitigate the impact - for example, by directing people to alternative services?

a) How will you do this?

Service: We will conduct a full service based EIA on the draft scheme to establish what could be the possible negative impacts (if any) and mitigate the adverse impact, if found. However, it needs to be noted that the proposal supports a 3% reduction in the overall Council Tax benefit scheme comparison to the Government's 10% funding cut

b) Who will do it?

Head of Service

c) What are the resource implications?

Existing Resources

Better ways of working and targeting of services

Directorate: Cross Council

2012/13

1. Title of Option

Transformation of neighbourhood services

2. Brief Description

A thorough review, using LEAN principles, of how more integrated services can be delivered at a local level across the Council in terms of neighbourhood services. This will be led by the Communities directorate, to include services such as Safer, Cleaner, Greener, Libraries, Museums and neighbourhood management, but also include services currently provided by other directorates at a local level.

3. Rationale For This Option

Each of these services currently operate at an area level with their own management structures and staff, and largely independent of each other. There is an opportunity to examine management structures, wider staff responsibilities, and the way in which services are delivered with a view to providing a more generic and flexible service in local neighbourhoods.

New structures will allow greater flexibility and produce savings from efficiencies and rationalisation. There are a number of areas of work which overlap and bringing these together will improve customer service.

4. Implementation Strategy For This Option

A service review will be undertaken in 2012/13 to identify the range of services provided at area level and determine the scope of the review and the resources currently utilized. This information will be taken, using LEAN principles, to determine how these services can be provided within neighbourhoods. Services will be reorganized and rationalized in such a way as to find better ways of working to provide improved services to local people at reduced cost.

5. Resource Implications

Financial Detail	2012/13 £	2013/14 £	2014/15 £
Staffing Costs	0	-280,000	-1,547,000
Running Costs	0	0	0
Other Costs	0	0	0
Increased Income	0	0	0
Less Redundancy (if any)	0	0	0
Less Other Costs	0	0	0
Total	0	-280,000	-1,547,000

Staffing	2012/13		2013/14		2014/15	
	No.	FTE	No.	FTE	No.	FTE
Vacant Posts	0.0	0.0	0.0	0.0	0.0	0.0
Possible Redundancy	0.0	0.0	10.0	10.0	0.0	0.0
Vacancy Management	0.0	0.0	0.0	0.0	0.0	0.0
TUPE Transfer	0	0.0	0	0.0	0	0.0
Total Posts	0.0	0.0	10.0	10.0	0.0	0.0

Note: these are estimates based on an average of £25k per post including oncosts. The actual number of employees affected will not be known until the review commences.

Initial Budget Equality Impact Assessment**2012/13****Title of Option**

Transformation of neighbourhood services

1. What is being proposed?**a) Which service area or function does the proposed option relate to?**

All services across the Council delivered at a local level

b) What is the purpose, aim and known outcomes of this service or function?

To provide a range of services to local neighbourhoods

c) Please provide details of the option that is being proposed.

A reduction in the cost base of £280k by 2013/14 and £1.547m by 2014/15 for a range of neighbourhood and community services from a review and rationalisation of the current service delivery.

2. Legal Implications**a) Will the proposed option affect the Council's statutory duties to:**

- promote race equality
- promote equality for disabled people
- promote gender equality
- eliminate discrimination
- provide equality of opportunity
- promote good relations

Yes/No: **3. Identifying Impacts**

Will the proposal have a worse impact on any of the following groups of people than its impact on the population as a whole?

3a Service Delivery - (The Equality Act 2010, states that there are eight protected characteristics people might have, which are listed below*)

<u>Protected Characteristic</u>	<u>Yes/No</u>	<u>If a negative impact (yes) please state what this may be</u>
*Age	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of older and younger people.
Carers	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of carers.
*Disability	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of disabled people.
*Gender	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of men and women
*Race	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of BAME groups.
*Religion or Belief	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of religious/faith groups
Socio-economic (eg people on low income)	YES	As services will be re-organised to provide more focused services there is ensure they meet the needs of people/families who live on low incomes, single parents etc.
*Gender Reassignment	YES	As services will be re-organised to provide more focused

Better ways of working and targeting of services

		services there is ensure they meet services meet the needs in respect to gender reassignment.
*Pregnancy and Maternity	YES	As services will be re-organised to provide more focused services there is ensure they meet services meet the needs in respect to pregnancy and maternity.
*Sexual Orientation	YES	As services will be re-organised to provide more focused services there is ensure they meet the diverse needs of LGBT communities
Other	NO	None other identified.

3b Employment Policy and Practices - (The Equality Act 2010, states that there are nine protected characteristics our employees might have, which are listed below*

NB: If posts are being deleted, please list how this may affect how the Council ensures that its workforce is reflective of the community we serve. (Please note that if these numbers are so small it is important the individuals are not identified)

An Organisational Workforce Redundancy EIA will be conducted if we find that any protected characteristic group within the workforce has reduced. Any actions will be linked to in house strategies to develop and maintain a workforce which is reflective of the community

Protected Characteristic	Yes/No	If a negative impact (yes) please state what this may be
*Age	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal
*Disability	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Gender	YES	We know there more women may be more likely to be affected the proposal and therefore we will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Gender Reassignment	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Pregnancy and Maternity	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Marriage and Civil Partnership	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Race	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Religion or Belief	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.
*Sexual Orientation	YES	We will conduct a workforce EIA to establish which groups may or may not be adversely affected by the proposal.

Justification - If no impact found

N/A

4. Managing or mitigating the impact

If you have identified any adverse impacts in section 3 are there any ways in which you could mitigate the impact - for example, by directing people to alternative services?

a) How will you do this?

HR: Development of Restructure and Workforce EIAs

Service Implications: Conduct Service based Equality Impact Assessments on the proposed restructures.

b) Who will do it?

Human Resources

Better ways of working and targeting of services

c) What are the resource implications?

Existing Resources