

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE010 – Agile and Digital Implementation Project

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What is the proposed budget saving? (Use same wording as Change Programme template)

Enabling

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

This is more an enabling project than one directed towards financial savings. The emphasis is on improving the information technology infrastructure within the People/Children and Learning Directorate to support mobile and agile working, to support electronic case records management and to improve the customer experience and outcomes for those who use these services. This will include the following:

- upgrade of the Social Work case management system to a more modernised version’;
- migration from the Council’s IT infrastructure to a cloud-based service hosted and supported by the supplier;
- introduction of mobile technology for Social Workers; and
- introduction of digital records management systems in accordance to the existing Agile Action Plan agreed by the various service delivery teams within Children and Learning services.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Gavin Keith and Les Hutchinson

**Date:** 29 December 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE001 – Angus Health and Social Care Partnership

What is the proposed budget saving? (Use same wording as Change Programme template).

Improvement and Change Programme to deliver substantial savings over next 3 years.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

None. It is considered that this project requires to develop before a fuller EIA can be carried out.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

It is not possible to know at this stage, as Angus Health and Social Care Partnership are an independent body and will need to bring forward proposals in relation to how they intend to make the agreed saving. These proposals will then be assessed for equality impacts on a case by case basis.

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

Not at this stage.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

Not known at this stage

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

Not known at this stage.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Catriona Ferrier

**Date:** 28 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE002 – ANGUSAlive, New Project Phase

What is the proposed budget saving? (Use same wording as Change Programme template).

£300k per annum for next 3 years

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

### Step 1

What data/research is available to assess the likely impact of the proposed saving?

None. It is considered that this project requires to develop before a fuller EIA can be carried out.

### Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                          |       |
|--------------------------------|--------------------------|-------|
| Age                            | <input type="checkbox"/> | _____ |
| Disability                     | <input type="checkbox"/> | _____ |
| Gender                         | <input type="checkbox"/> | _____ |
| Gender Re-assignment           | <input type="checkbox"/> | _____ |
| Pregnancy/maternity            | <input type="checkbox"/> | _____ |
| Marriage and civil Partnership | <input type="checkbox"/> | _____ |
| Race                           | <input type="checkbox"/> | _____ |
| Religion and belief            | <input type="checkbox"/> | _____ |
| Sexual orientation             | <input type="checkbox"/> | _____ |

**It is not possible to know at this stage, as Angus Alive are an independent body and will need to bring forward proposals in relation to how they intend to make the agreed saving. These proposals will then be assessed for equality impacts on a case by case basis.**

### Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

Not at this stage.

### Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

Not known at this stage

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

Not known at this stage.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Stewart Ball

**Date:** 4 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC008 – SVQ Assessment Centre Review

What is the proposed budget saving? (Use same wording as Change Programme template).

Opportunity for consolidation of the SVQ assessment centres within the Council - currently 3 in operation (People – Children & Learning, Place – Communities/Previous CLD Team. In the medium term (Year 2018/2019) the project will explore the opportunities for income generation. Potential opportunities include roll out of SQA awards for the Early Years workforce within Angus and opportunities that may arise through the Tayside City Deal. It will also be important to explore the opportunities for collaborative partnerships with other local authorities and independent sectors (partnerships already exist within the children and learning assessment centre, Dundee City and Perth and Kinross to deliver the Practice Educator awards.)

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes   No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

At this point in the project a full EIA cannot be completed. This will be addressed as the project/review matures.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Pam Linton

**Date:** 11/02/18

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PL012 Car Parking Charging

What is the proposed budget saving? (Use same wording as Change Programme template).

This proposal looks to generate income by introducing public parking charges.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

None

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                                     |  |
|--------------------------------|-------------------------------------|--|
| Age                            | <input checked="" type="checkbox"/> | Car park patronage by the elderly            |
| Disability                     | <input checked="" type="checkbox"/> | Car park patronage by people with disability |
| Gender                         | <input type="checkbox"/>            | _____  |
| Gender Re-assignment           | <input type="checkbox"/>            | _____  |
| Pregnancy/maternity            | <input type="checkbox"/>            | _____  |
| Marriage and civil Partnership | <input type="checkbox"/>            | _____  |
| Race                           | <input type="checkbox"/>            | _____  |
| Religion and belief            | <input type="checkbox"/>            | _____  |
| Sexual orientation             | <input type="checkbox"/>            | _____  |

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

No

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

Free parking would be maintained for Blue Badge holders. All other drivers would be treated equally

**Impact Assessment Carried Out By:** Ian Cochrane

**Date:** 12/1/18

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE012 - Children's Services: Tayside Collaborative

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What is the proposed budget saving? (Use same wording as Change Programme template).

Children's Services: Tayside Collaborative

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

At this stage of the collaborative, there is insufficient detail regarding specific proposals to determine areas of potential impact. It is likely that individual projects arising from the work of the collaborative may require to be individually assessed.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Kathryn Lindsay

**Date:** 5 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                          |       |
|--------------------------------|--------------------------|-------|
| Age                            | <input type="checkbox"/> | _____ |
| Disability                     | <input type="checkbox"/> | _____ |
| Gender                         | <input type="checkbox"/> | _____ |
| Gender Re-assignment           | <input type="checkbox"/> | _____ |
| Pregnancy/maternity            | <input type="checkbox"/> | _____ |
| Marriage and civil Partnership | <input type="checkbox"/> | _____ |
| Race                           | <input type="checkbox"/> | _____ |
| Religion and belief            | <input type="checkbox"/> | _____ |
| Sexual orientation             | <input type="checkbox"/> | _____ |

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC017 – City Deal: Tayside Collaboration

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What is the proposed budget saving? (Use same wording as Change Programme template)

The Tay Cities deal – working towards a smarter and fairer Angus, Dundee, Perth & Kinross and North East Fife.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

It is too early know what project streams will be supported. As the project develops, review of equalities impact will be undertaken.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Catriona Ferrier

**Date:** 16 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003 – 01 Clerical & Admin Review

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What is the proposed budget saving? (Use same wording as Change Programme template)

Redesigning the way clerical and admin support is provided in the council in tandem with reviewing the grade bandings and responding to the introduction of living wage.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Quantitative and qualitative data gathered as part of the review process including data gathered from employee survey, managers and financial information. Benchmarking with other local authorities.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation?

Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  Split of staff in scope of review
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Shona Cameron, Elections & Business Support Manager

**Date:** 8 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003-06 Review of Corporate Risk, Insurance, Health, Safety & Resilience

What is the proposed budget saving? (Use same wording as Change Programme template)

Business Support Project Programme – Corporate Risk, Insurance, Health, Safety & Resilience review

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Workshops have been held with the teams to look at delivering the saving required. Various models are being considered. Synergies between the services have been identified but as yet a model has to be agreed.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside. **No**

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By** Elaine Whittet

**Date:** 9 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC020 –Council Tax from New Builds

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What is the proposed budget saving? (Use same wording as Change Programme template)

Income – Council Tax from New Builds.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Kate Cowey

**Date:** 09.01.17

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC001Digital Programme

What is the proposed budget saving? (Use same wording as Change Programme template).

Digital Programme – enabling Project.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Digital Programme - enabling, so savings realised through other projects.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  Some aspects of Digital may be harder for older generation as statistically they do not access the internet as frequently or with as much confidence as other age groups
- Disability  Some aspects of Digital can actively support certain disability groups such as deaf users benefitting from Webchat. As part of this work stream, a digital inclusion programme will be initiated to mitigate the impact on other groups.
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.



**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

Advances equality for some groups e.g. Deaf

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

In general councils are behind the trend in providing digital services i.e. the take up of digital services is much greater and more available in other areas and consequently customers are disappointed in the current offering from councils. This means that digital programmes are essential to ensure councils are meeting customer expectations.

**Impact Assessment Carried Out By:** Carline Cooper

**Date:** 22 December 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC002 Digital Transformation Tayside Collaborative

What is the proposed budget saving? (Use same wording as Change Programme template)

Enabling project that delivers collaborative solutions across DCC, P&KC and Angus Council IT and digital services.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Through the project Angus Council will work in close collaboration with DCC and P&KC to develop digital service.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Mark Armstrong

**Date:** 21 December 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC018 Disposal of Land – Capital Receipts

What is the proposed budget saving? (Use same wording as Change Programme template)

Opportunities to dispose of land to raise capital receipts.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The sale procedure will be carried out without any advantage or disadvantage to any group.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Kevin Robertson

**Date:** 3 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003 – 02 ERDMS Implementation

What is the proposed budget saving? (Use same wording as Change Programme template)

This project will now look at delivering resources to help services with implementing the Council's records management policy.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Requirement for a corporate ERDMS and best use of funding available to ensure compliance with legislation e.g. new GDPR regulations.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Shona Cameron, Elections & Business Support Manager

**Date:** 8 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC006 – Finance Review

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What is the proposed budget saving? (Use same wording as Change Programme template)

This review is programme of 5 projects and overarching staffing structure review.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The review will involve a number of in-scope posts (circa 35) within the service, some of which are occupied, some vacant and some temporarily filled. The review will consider current duties, grades and line management arrangements. It is not considered that any of the protected characteristics will influence or be influenced by the outcome of the review or that the outcome would be at variance for those from different protected groups.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Steven Mills

**Date:** 7 November 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PL004 Reduced Service Level of Winter Maintenance - Footpaths

What is the proposed budget saving? (Use same wording as Change Programme template).

Total annual spend by Angus Council on winter maintenance is approximately £2.7M. including spend on footways.

The proposition underlying this proposal is that:

- Savings can be delivered through reducing the levels of service, especially with regards to footway gritting
- Routes that are considered priority can be reviewed and reduced

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

None

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                                     |                                       |
|--------------------------------|-------------------------------------|---------------------------------------|
| Age                            | <input checked="" type="checkbox"/> | Foot travel by the elderly and young  |
| Disability                     | <input checked="" type="checkbox"/> | Foot travel by people with disability |
| Gender                         | <input type="checkbox"/>            | _____                                 |
| Gender Re-assignment           | <input type="checkbox"/>            | _____                                 |
| Pregnancy/maternity            | <input checked="" type="checkbox"/> | Foot travel                           |
| Marriage and civil Partnership | <input type="checkbox"/>            | _____                                 |
| Race                           | <input type="checkbox"/>            | _____                                 |
| Religion and belief            | <input type="checkbox"/>            | _____                                 |
| Sexual orientation             | <input type="checkbox"/>            | _____                                 |

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

This will be a personal choice of the individual/group who may choose not to leave home if footpath in their area/grouping not treated.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

The treatment of footways in Angus is currently higher than the majority of other authorities. The impact is across the road network with service focus on the higher usage to retail, health centres, schools

**Impact Assessment Carried Out By:** Ian Cochrane

**Date:** 12 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE014 Re-assessment of General Fund Recharge for Housing Options Service

What is the proposed budget saving? (Use same wording as Change Programme template)

Re-assessment of the amount recharged to the General Fund Other Housing Budget from the HRA for Housing Options and Homelessness services.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

This is an internal administration function only.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** John Morrow

**Date:** 8 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC004-02 Commercial Excellence, Phase 1 - ICT Hardware Review (excluding schools)

What is the proposed budget saving? (Use same wording as Change Programme template).

This project will revise the Council's approach to Information Communication Technology hardware purchase.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

This project centrally manages and supports the refresh of end user machines for corporate users. It implements the machine requirements as specified by the Agile project and will review these yearly with service areas. As a result council employees will have the hardware that is appropriate for their role. This project will stop any over provisioning which is happening at the moment.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Caroline Cooper

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                          |       |
|--------------------------------|--------------------------|-------|
| Age                            | <input type="checkbox"/> | _____ |
| Disability                     | <input type="checkbox"/> | _____ |
| Gender                         | <input type="checkbox"/> | _____ |
| Gender Re-assignment           | <input type="checkbox"/> | _____ |
| Pregnancy/maternity            | <input type="checkbox"/> | _____ |
| Marriage and civil Partnership | <input type="checkbox"/> | _____ |
| Race                           | <input type="checkbox"/> | _____ |
| Religion and belief            | <input type="checkbox"/> | _____ |
| Sexual orientation             | <input type="checkbox"/> | _____ |

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC019 Income Generation from Property

What is the proposed budget saving? (Use same wording as Change Programme template).

Generate new income for the council via creative use of property estate

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The savings will be delivered through developing sites available to the council

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Cochrane

**Date:** 9 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE004 Instrumental Music Service – Budget Efficiencies

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What is the proposed budget saving? (Use same wording as Change Programme template).

This report summarises the outcomes of work to identify potential budget savings from Angus schools' Instrumental Music Service, Angus Council change programme, PE004. It is proposed that vacant posts will be removed from the service and that the service is managed in a different way.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:**

**Date:**

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Staffing information including recruitment data  
Pupil access numbers  
Historical analysis of budget allocation and spend

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

There will be no advantage or disadvantage to any individuals or groups.

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Pauline Stephen

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



## EQUALITY IMPACT ASSESSMENT

**Project Ref:** BU005 Intranet Development

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Intranet development - enabling project

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Angus Council already have an intranet, this project is about improving the intranet to enable a more virtual organisation and to include all groups of staff.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Caroline Cooper

**Date:** 22 December 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE006 – Workforce Change – Managers Review

What is the proposed budget saving? (Use same wording as Change Programme template).

Approved savings £600k. Projected Savings £1.4m covering 18/19 & 19/20 (£1m & £400k respectively)

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Number of posts to be reduced i.e. 42. This is made up of vacant posts to be deleted/VR/ER and compulsory redundancy as a last resort.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

Age  \_\_\_\_\_

Disability  \_\_\_\_\_

Gender  \_\_\_\_\_

Gender Re-assignment  \_\_\_\_\_

Pregnancy/maternity  \_\_\_\_\_

Marriage and civil Partnership  \_\_\_\_\_

Race  \_\_\_\_\_

Religion and belief  \_\_\_\_\_

Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

All posts in management structure have been evaluated through formal JE process and therefore equity and consistency in terms of grade according to job content and responsibility level

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Sharon Faulkner

**Date:** 9 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC014 – Review of Mobile Provision, Phone/Alarm Line Arrangements

What is the proposed budget saving? (Use same wording as Change Programme template)

This review aims to undertake a fundamental review of existing phone lines, alarm lines and use of mobile phones throughout the council, taking cognisance of the reducing workforce numbers and change to council estate.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Profiling of budgets only.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Catriona Ferrier

**Date:** 09/01/18

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003 – 05 One Contact Centre

---

What is the proposed budget saving? (Use same wording as Change Programme template)

This project will give the opportunity to undertake a full re-design of the way in which customers transact with the Council. It will allow for the management of customer contact more effectively, consistently and improve the customer journey. One of the main routes to this will be by establishing an omni channel contact centre.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Quantitative and qualitative data gathered as part of the review process including :-  
data gathered from employee survey  
data gathered from managers  
data gathered from project group  
financial information  
data from telephone reporting system (TIGER)

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? **NO**

Please **place a cross** in each box that applies, and give details alongside.

Age  Digital channels may not be easily accessible to individuals elderly users who have little or no experience with computers. It is therefore important that the telephone channel is available to those who require additional assistance.

Disability  Digital channels may not be easily accessible to individuals with disabilities who have little or no experience with computers. It is therefore important that the telephone channel is available to those who require additional assistance.

Gender  \_\_\_\_\_

Gender Re-assignment  \_\_\_\_\_

Pregnancy/maternity  \_\_\_\_\_

Marriage and civil Partnership  \_\_\_\_\_

Race  \_\_\_\_\_

Religion and belief  \_\_\_\_\_

Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

However this will required to be carefully monitored to ensure that our customers and service users are able to access services to which they are entitled and that no-one sector of the community is disadvantaged by our digital transformation.

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Claire Gherxi, Senior ACCESLine Co-ordinator

**Date:** 8 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC004-03 Commercial Excellence – One Council Approach to Applications

What is the proposed budget saving? (Use same wording as Change Programme template)

One Council approach to system applications

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The initial savings element of this project concerns contract renegotiation limited to issues around pricing, and hence no impact on people either employees. If the project does progress to making application changes then the newly commissioned applications are likely to be more flexible, accessible and able to support all groups within the council/ end users. This would certainly be part of any re-commissioning criteria.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Caroline Cooper

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PL009 One Public Estate: Tayside Collaborative

What is the proposed budget saving? (Use same wording as Change Programme template)

Savings generated from a adopting a collaborative approach to making best use of the public estate across Angus and Tayside.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The savings are delivered through property rationalisation and efficiencies in delivering the same service and therefore has no equality impacts

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Cochrane

**Date:** 9 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                          |       |
|--------------------------------|--------------------------|-------|
| Age                            | <input type="checkbox"/> | _____ |
| Disability                     | <input type="checkbox"/> | _____ |
| Gender                         | <input type="checkbox"/> | _____ |
| Gender Re-assignment           | <input type="checkbox"/> | _____ |
| Pregnancy/maternity            | <input type="checkbox"/> | _____ |
| Marriage and civil Partnership | <input type="checkbox"/> | _____ |
| Race                           | <input type="checkbox"/> | _____ |
| Religion and belief            | <input type="checkbox"/> | _____ |
| Sexual orientation             | <input type="checkbox"/> | _____ |

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE007– Workforce Change – Organisational Design

What is the proposed budget saving? (Use same wording as Change Programme template).

Approved savings £2.6 m over three year period.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

This project only commenced in mid-January 2018 and is in early planning stages so a full EIA will be completed as the project develops and impact on staff identified.

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Catriona Ferrier

**Date:** 6 February 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC013 – Review of Overtime/Additional Hours – Angus Council staff only

What is the proposed budget saving? (Use same wording as Change Programme template).

Projected savings of £30,000 in 2018/19 as a result of analysing current practice and implementing new approaches which reflect a sustainable organisation with resources carefully planned without the need for overtime working and additional hours – unless there are truly exceptional circumstances.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Pauline Sinclair

**Date:** 12 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

The expectation is that there will be no negative impact on service provision, the impact is a potential reduction in earnings for some employees as a result of changes to resource allocation and current working practices.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  Dependant on split of staff in review of cohort
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

Budget pressures require services to be provided in an efficient, cost effective and sustainable manner. Reviewing current work practices and ensuring that resources are allocated appropriately will help address these pressures.

**Impact Assessment Carried Out By:** Pauline Sinclair

**Date:** 12 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE011 – Peer Review of Budgets

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Peer Review of Budget Efficiencies - This review aims to undertake a review of service team budgets to identify areas where savings can be achieved.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Profiling of budgets only.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Catriona Ferrier

**Date:** 09/01/18

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC009 - Introduction of Pre-application Charges in Planning

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Introduction of Pre-application Charges in Planning

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Information is available relating to the scale of pre-application charging introduced in other authorities.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside. **No**

Age  \_\_\_\_\_

Disability  \_\_\_\_\_

Gender  \_\_\_\_\_

Gender Re-assignment  \_\_\_\_\_

Pregnancy/maternity  \_\_\_\_\_

Marriage and civil Partnership  \_\_\_\_\_

Race  \_\_\_\_\_

Religion and belief  \_\_\_\_\_

Sexual orientation  \_\_\_\_\_

There is no reason to believe that the proposal could affect people differently due to protected characteristics.

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Kate Cowey

**Date:** 09 January 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003 – 08 Review of Print & Copy Services

What is the proposed budget saving? (Use same wording as Change Programme template)

A review of various aspects of Print & Copy Services was undertaken and agreed by CMT on 15 March 2016. Good progress has been made with various aspects of the overall project. Further work is now required to conclude all aspects of the project and identify savings.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Quantitative and qualitative data gathered as part of the tender process including data gathered on current fleet, agile requirements and digital by 2020 agenda.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? **NO**

Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Shona Cameron, Elections & Business Support Manager

**Date:** 8 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003-04 Process Redesign, Process Automation (PRPA)

What is the proposed budget saving? (Use same wording as Change Programme template)

Implementing RPA to automate manual, rules-based processes and offer retraining and re-skilling opportunities

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Suite of documents in Change Programme folder for Project outline the business case for PRPA, as well as the impact on affected staff/business areas/customers. Links to Digital Strategy and to Channel Shift Strategy.

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  Proposal will not affect people due to their age alone. However, statistically, older people access the internet less frequently so proposal has to be mindful that there is always an alternative channel that offers the same service to those who cannot access through digital means.
- Disability  Some aspects of Digital can actively support certain disability group such as deaf users benefitting from Webchat. This work stream will draw on the wider digital inclusion programme that will be initiated to mitigate the impact on other groups.
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

Better use of technical solutions means that they are more capable of being accessed with supportive/assistive technologies. For example, removal of paper means that screen readers/text to voice/magnifiers/contrast could be used to allow someone to deliver business processes they previously couldn't.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

Adverse impact to less digitally engaged users can be justified in that support will be in place to assist those who need it. Where someone cannot, or will not, engage digitally, there will be an offering in place that still provides the service to the individual. It is important to remember that the take up of digital services is much greater and more available in other areas and consequently many customers are disappointed in the current offering from councils. As assistive technology becomes more widespread, the expectation will be that our systems are streamlined and effective enough to integrate with these.

**Impact Assessment Carried Out By:** Jonny Cormie

**Date:** 10/01/2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC015 – Procurement & Commissioning : Tayside Collaborative

What is the proposed budget saving? (Use same wording as Change Programme template)

This project seeks to work with partners across Tayside to identify collaborative procurement opportunities to save money.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

No saving are targeted for this initiative for 2018/19. Further EIA will be required for 2019/20 budget process by which time more detail on how the project will be implemented will be available.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Lorimer

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC005 – Procurement Review

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Review of procurement arrangements in Angus Council with a view to moving to best practice approach.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The savings come from new contracts or contract renewals on better terms than previously thus making savings in the cost to the Council. This will have no direct impact on customers or staff and there are no equalities implications arising.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Lorimer

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PL002 Public Transport

What is the proposed budget saving? (Use same wording as Change Programme template).

Public transport review -

- review of subsidised bus routes and usage to determine value for money;
- review of operational model; and
- review of associated expenditure (shelter cleaning; Real Time Information).

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Bus surveys have been carried out to assess bus use

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  Bus patronage by the elderly or young \_\_\_\_\_
- Disability  Bus patronage by people with disability \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

No

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

Reduction/Removal of transport services will have an impact on all users notably the patronage by some protected characteristic groups. However the routes to be reduced are as a result of lack of use.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Ian Cochrane

**Date:** 12/1/18

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003 – 03 Purchase to Pay

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Streamlining the purchase to pay process across the council and redesigning the corporate support service for the function.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Functional review only.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Shona Cameron, Elections & Business Support Manager

**Date:** 8 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)



## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE013 Income - Employees Purchasing Leave

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Projected savings of £50,000 in 2018/19 as a result of continuation and expansion of current arrangements where employees are allowed to purchase additional leave.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2. (not required – optional scheme)**

If No, please state why not.

Access to this scheme is optional. The scheme is not available to teachers who are employed under different terms and conditions of service.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Pauline Sinclair

**Date:** 12 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** BU003 – Recharging – Buildings, Admin Facilities Management

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Review of re-charging for services, along with reviewing operational approach to facilities management particularly in context of Agile working/ greater sharing of accommodation across public sector.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

No savings anticipated – this is about refining budgets and simplifying facilities management arrangements. Final proposals are still being prepared.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Lorimer

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC003-7 – Revenue & Benefits Function Redesign

---

What is the proposed budget saving? (Use same wording as Change Programme template)

Service Re-design of the Revenues and Benefit function.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The review will be carried out without any advantage or disadvantage to any group.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Graham Ritchie

**Date:** 6 March 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PL005 – School Investment Strategy

What is the proposed budget saving? (Use same wording as Change Programme template).

School Investment Strategy

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

### Step 1

What data/research is available to assess the likely impact of the proposed saving?

None at present. Any proposals will be subject to formal consultation under the Schools (Consultation) Scotland Act 2010. One of the key aspirations of the School Investment Strategy is to enhance equity of access for all children and young people.

### Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                                     |  |
|--------------------------------|-------------------------------------|--|
| Age                            | <input checked="" type="checkbox"/> | Although the proposals may impact the wider community, schools are primarily for children and young people |
| Disability                     | <input type="checkbox"/>            | _____  |
| Gender                         | <input type="checkbox"/>            | _____  |
| Gender Re-assignment           | <input type="checkbox"/>            | _____  |
| Pregnancy/maternity            | <input type="checkbox"/>            | _____  |
| Marriage and civil Partnership | <input type="checkbox"/>            | _____  |
| Race                           | <input type="checkbox"/>            | _____  |
| Religion and belief            | <input type="checkbox"/>            | _____  |
| Sexual orientation             | <input type="checkbox"/>            | _____  |

### Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

### Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Elaine Hughes

**Date:** 08 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PE008/9 Angus School Staffing – Budget Efficiencies

What is the proposed budget saving? (Use same wording as Change Programme template).

This report summarises the outcomes of work to review Angus schools' staffing and seeks approval for recommended changes to service delivery. This report refers to Change Programme projects:

PE008 Workforce Change – Teachers  
PE009 School Office Review

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

Staffing formulas  
Pupil and teacher numbers  
Historical analysis of budget allocation and spend

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

There will be no advantage or disadvantage to any individuals or groups.

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.



**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Pauline Stephen

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PI008 Solar Farm at Restenneth

---

What is the proposed budget saving? (Use same wording as Change Programme template)

There is potential for land at Restenneth to be utilised to develop a solar farm. No savings target has been identified at this stage

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The project involves the assessing the feasibility of installing infrastructure in the form of photo voltaic cells on ground at the former landfill site that would generate electricity that would be fed back into grid. There would be no impact on individuals if project did proceed. This would be processed through planning application procedures if decided to proceed.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Graeme Dailly

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

# EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

## Step 1

What data/research is available to assess the likely impact of the proposed saving?

## Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- |                                |                          |       |
|--------------------------------|--------------------------|-------|
| Age                            | <input type="checkbox"/> | _____ |
| Disability                     | <input type="checkbox"/> | _____ |
| Gender                         | <input type="checkbox"/> | _____ |
| Gender Re-assignment           | <input type="checkbox"/> | _____ |
| Pregnancy/maternity            | <input type="checkbox"/> | _____ |
| Marriage and civil Partnership | <input type="checkbox"/> | _____ |
| Race                           | <input type="checkbox"/> | _____ |
| Religion and belief            | <input type="checkbox"/> | _____ |
| Sexual orientation             | <input type="checkbox"/> | _____ |

## Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

## Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC011 – Corporate Services – Tayside Collaborative

---

What is the proposed budget saving? (Use same wording as Change Programme template)

To provide a range of collaborative corporate services across Tayside councils to improve efficiency

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

Project is still at the development stage. No savings expected from this in 2018/19 so no impact on customers or staff is expected until the project is more fully developed and firm proposals are available. A further EIA would need to be considered once detailed proposals are available.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Lorimer

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC016-01 and 2 Developing Tayside Contracts: Tayside Collaborative

What is the proposed budget saving? (Use same wording as Change Programme template).

The proposition is that a review of our requirements with Tayside Contracts and applying commercial disciplines and robust mutual challenge on a partnership basis to policy, specification and demand along with contract operation / management will yield savings / benefit to the Council. The two areas for review are –

- Roads Maintenance
- Facilities Management

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The savings are delivered through contract price adjustments in delivering the same service and therefore has no equality impacts

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Cochrane

**Date:** 9 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC012- Review of Toilet Provision at Arbroath Harbour/Review of Visitor Information

What is the proposed budget saving? (Use same wording as Change Programme template)

Review of Toilet Provision at Arbroath Harbour/Review of Visitor Information Provision

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

### Step 1

What data/research is available to assess the likely impact of the proposed saving?

Data on usage of toilets and footfall in the centre

### Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

Age  \_\_\_\_\_

Disability  \_\_\_\_\_

Gender  \_\_\_\_\_

Gender Re-assignment  \_\_\_\_\_

Pregnancy/maternity  \_\_\_\_\_

Marriage and civil Partnership  \_\_\_\_\_

Race  \_\_\_\_\_

Religion and belief  \_\_\_\_\_

Sexual orientation  \_\_\_\_\_

Effect on groupings could be impacted by available alternatives being in place.

### Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

### Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.



**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

**Impact Assessment Carried Out By:** Alison Smith

**Date:** 9 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** BU006 Upgrade Payroll/HR System

---

What is the proposed budget saving? (Use same wording as Change Programme template)

No budget savings – enabling project.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The project is related to the contract for the council's integrated HR/Payroll System, a key corporate system, and will have no direct impact on the people the council serves or employees.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Pauline Sinclair

**Date:** 11 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC004 – 25 Utilities Billing Audit

---

What is the proposed budget saving? (Use same wording as Change Programme template)

The purpose of this proposal is to consider the value of undertaking an audit of the Council's utilities billing to verify what has been actually used versus what has been charged (includes review of vacant buildings).

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The project involves ensuring we pay for the energy we use and recovering any overpayments from energy suppliers. As such it has no direct effect on customers or staff and no equalities implications.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Ian Lorimer

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** PI003 Waste Collection Shift Pattern Review

What is the proposed budget saving? (Use same wording as Change Programme template)

Further stage of review of shift patterns in Waste Services. The sum of £160k has been identified but requires to be validated as the project progresses.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT FULL ASSESSMENT

### Step 1

What data/research is available to assess the likely impact of the proposed saving?

A review of alternative waste collection shift pattern systems currently in operation at other local authorities throughout Scotland was undertaken.  
HSE guidance on managing shift work was also reviewed.

### Step 2

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

- Age  \_\_\_\_\_
- Disability  \_\_\_\_\_
- Gender  \_\_\_\_\_
- Gender Re-assignment  \_\_\_\_\_
- Pregnancy/maternity  \_\_\_\_\_
- Marriage and civil Partnership  \_\_\_\_\_
- Race  \_\_\_\_\_
- Religion and belief  \_\_\_\_\_
- Sexual orientation  \_\_\_\_\_

The proposals will affect some more than others e.g. those with childcare arrangements, but does not affect people differently due to their protected characteristic.

### Step 3

Is there evidence to suggest that any part of the proposed saving could unlawfully discriminate against people?

Yes  No

If Yes, please give details.

### Step 4

Can the proposed saving be seen to favour one section of the community?

Yes  No

or deny opportunities to another?

Yes  No

If Yes, please give details.

A consultation exercise that has been carried out with employees has raised concern that some staff will be more affected than others. This specifically relates to staff that have childcare or other responsibilities in the evenings. Action to mitigate this have been proposed e.g. application for special dispensation and transfer to permanent early shift as new employees are recruited to work late shifts only. This does not affect people differently due to their protected characteristic.

**Step 5**

Does the proposed saving advance equality?

Yes  No

Or restrict equality?

Yes  No

If Yes, please give details.

**Step 6**

Based on the work you have done, rate the level of impact for any of the equality groups of the proposed saving.

High  Medium  Low  Unknown

**Step 7**

If during **Steps 2 - 5** there has been an adverse impact identified, consider if any adverse impact can be justified.

Yes  No

Please give details.

N/A

**Impact Assessment Carried Out By:** Graeme Dailly

**Date:** 10 January 2018

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)

## EQUALITY IMPACT ASSESSMENT

**Project Ref:** EC007 – Review of Welfare Rights

---

What is the proposed budget saving? (Use same wording as Change Programme template)

The project will review all areas of service provided by the Welfare Rights Service including activities, processes, staffing levels and grades. Commissioning of aspects of this service should also be considered.

### Screening Process

Does the proposed saving involve or have consequences for the people the council serves or employs?

Yes  No

**If yes, proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

If No, please state why not.

The review will be conducted without any advantage or disadvantage to any group.

**If no, the budget saving is not relevant and no further action is required.**

**Impact Assessment Carried Out By:** Graham Ritchie

**Date:** 30 October 2017

Please forward to Catriona Ferrier (ferrierc@angus.gov.uk)