



Equality Impact/Fairer Scotland Duty Assessment Form

(To be completed with reference to Guidance Notes)

Step 1

Name of Proposal (includes e. g. budget savings, committee reports, strategies, policies, procedures, service reviews, functions):

Developing the Council's Consultation Process for Plans & Budgets – Report for Angus Council

Step 2

Is this only a **screening** Equality Impact Assessment Yes/No

(A) If Yes, please choose from the following options **all** reasons why a full EIA/FSD is not required:

(i) It does not impact on people Yes/No

(ii) It is a percentage increase in fees which has no differential impact on protected characteristics Yes/No

(iii) It is for information only Yes/No

(iv) It is reflective e.g. of budget spend over a financial year Yes/No

(v) It is technical Yes/No

If you have answered yes to any of points above, please go to **Step 16**, and sign off the Assessment.

(B) If you have answered No to the above, please indicate the following:

Is this a full Equality Impact Assessment Yes/No

Is this a Fairer Scotland Duty Assessment Yes/No

If you have answered Yes to either or both of the above, continue with Step 3.

If your proposal is a **strategy** please ensure you complete Step 13 which is the Fairer Scotland Duty Assessment.

Step 3

(i)Lead Directorate/Service:

Strategic Policy / Finance

(ii)Are there any **relevant** statutory requirements affecting this proposal? If so, please describe.

Not directly but consultation with communities on matters which affects them is regarded as best practice and is covered in Best Value Statutory Guidance.

(iii)What is the aim of the proposal? Please give full details.

The proposal seeks to address a known gap in the Council's existing arrangements for consulting and informing the public about the Council's Plans and Budgets and the priorities within those. The report identifies options some of which would involve using / testing online methods for the 2022/23 planning and budgeting cycle as part of developing a more holistic approach to consultation and engagement over the medium term.

(iv)Is it a new proposal? Yes/No Please indicate OR

Is it a review of e.g. an existing budget saving, report, strategy, policy, service review, procedure or function? Yes/No Please indicate

Step 4: Which people does your proposal involve or have consequences for?

Please indicate all which apply:

Employees ~~Yes~~/No

Job Applicants ~~Yes~~/No

Service users ~~Yes~~/No

Members of the public Yes/~~No~~

Step 5: List the evidence/data/research that has been used in this assessment (links to data sources, information etc which you may find useful are in the Guidance). This could include:

Internal data (e.g. customer satisfaction surveys; equality monitoring data; customer complaints).

The purpose of the proposal is to gather evidence and data to inform future decision making and priorities including the use of Council resources.

Internal consultation (e.g. with staff, trade unions and any other services affected).

The content of the consultation has been subject to review by each Council service.

External data (e.g. Census, equality reports, equality evidence finder, performance reports, research, available statistics)

The consultation tools to be used by the Council are already widely used by other Councils and organisations with good levels of interest and participation. Angus Council has also used the Social Pinpoint tool for other purposes including to generate ideas for projects using Town Centre Funding in 2019

External consultation (e.g. partner organisations, national organisations, community groups, other councils).

Not applicable

Other (general information as appropriate).

Step 6: Evidence Gaps.

Are there any gaps in the equality information you currently hold? Yes/No

If yes, please state what they are, and what measures you will take to obtain the evidence you need.

Step 7: Are there potential differential impacts on protected characteristic groups?

Please complete for each group, including details of the potential impact on those affected. Please remember to take into account any particular impact resulting from **Covid-19**.

Please state if there is a potentially positive, negative, neutral or unknown impact for each group. Please state the reason(s) why.

Age

Impact

It is likely that some older people will find it more difficult to participate in the proposed consultation because it uses online tools through lack of digital skills or lack of access to appropriate technology. Alternatives to digital participation will be put in place to address this impact – see Step 9.

The use of online tools and in particular social media channels to promote the consultation could have a positive impact on participation by young people.

Disability

Impact

It is likely that some people with specific disabilities may find it more difficult to participate in the consultation because it uses online tools. Alternative arrangements to support participation by disabled people affected in this way will be put in place to address this risk – see Step 9.

The use of digital tools may however also impact positively on people with certain disabilities who may find it easier to use this method to provide views.

Gender reassignment

Impact

Marriage and Civil Partnership

Impact

Pregnancy/Maternity

Impact

Race - (includes Gypsy Travellers)

Impact

Religion or Belief

Impact

Sex

Impact

Sexual orientation

Impact

Step 8: Consultation with any of the groups potentially affected

If you have consulted with any group potentially affected, please give details of how this was done and what the results were.

Not applicable

If you have not consulted with any group potentially affected, how have you ensured that you can make an informed decision about mitigating action of any negative impact (Step 9)?

As the proposal is itself a consultation intended to gather information about citizens views the main issue to address is ensuring that anyone who wishes to participate is able to do so – see mitigating actions at Step 9 below.

Step 9: What mitigating steps will be taken to remove or reduce potentially negative impacts?

The following steps are intended to reduce the risk of negative impacts and people potentially being excluded:-

A paper version of the Simulator and Social Pinpoint information will be made available, possibly through libraries or if that is not possible due to pandemic restrictions these can be posted to participants. Anyone wishing to complete the simulator in paper form can post it back to the Council for inclusion in the final results.

An accessible version of the simulator for use by blind and partially sighted people will also be made available

Customers can seek help using the online tools by contacting the Council's ACCESSLine. If COVID restrictions allow it may be possible to allow help on a face to face basis via ACCESSOffices but this cannot be guaranteed in current circumstances.

Step 10: If a potentially negative impact has been identified, please state below the justification.

The Steps to be taken are considered to sufficiently mitigate potential negative impacts

Step 11: In what way does this proposal contribute to any or all of the public sector equality duty to: eliminate unlawful discrimination; advance equality of opportunity; and foster good relations between people of different protected characteristics?

The proposal seeks the public views and comments on the Council's plans and budgets and will thus inform important strategic decisions taken by the Council when setting its next Council Plan. In this respect this may advance equality by giving the public more of a say than exists currently. Equality of opportunity is also likely to be advanced, as it could encourage a wider range of people with different protected characteristics to become involved in the consultation/budget process via electronic means previously unavailable to them.

Step 12: Is there any action which could be taken to advance equalities in relation to this proposal?

Not applicable

Step 13: FAIRER SCOTLAND DUTY

This step is only applicable to **strategies** which are key, high level decisions. If your proposal is **not** a strategy, please leave this Step blank, and go to Step 14.

Links to data sources, information etc which you may find useful are in the Guidance.

Step 13(A) What evidence do you have about any socio-economic disadvantage/inequalities of outcome in relation to this strategic issue?

Step 13(B) Please state if there are any gaps in socio-economic evidence for this strategy and how you will take measures to gather the evidence you need.

Step 13(C) Are there any potential impacts this strategy may have specifically on the undernoted groupings? Please remember to take into account any particular impact resulting from **Covid-19**.

Please state if there is a potentially positive, negative, neutral or unknown impact for each grouping.

Low and/or No Wealth (e.g. those with enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.

Impact

Material Deprivation (i.e. those unable to access basic goods and services e.g. repair/replace broken electrical goods, warm home, leisure and hobbies).

Impact

Area Deprivation (i.e. where people live (e.g. rural areas), or where they work (e.g. accessibility of transport).

Impact

Socio-economic Background i.e. social class including parents' education, people's employment and income.

Impact

Other – please indicate

Step 13(D) Please state below if there are measures which could be taken to reduce socio-economic disadvantage/inequalities of outcome.

Step 14: What arrangements will be put in place to monitor and review the Equality Impact/Fairer Scotland Duty Assessment?

We will review the success of the consultation in general terms based on response rates and feedback including whether the alternative means of participating appear to have been effective and any feedback on these. This will inform future similar consultation exercises.

Step 15: Where will this Equality Impact/Fairer Scotland Duty Assessment be published?

With the Council report on the Council's website

Step 16: Sign off and Authorisation. Please state name, post, and date for each:

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Reviewed by: Doreen Phillips, Snr Practitioner (Equalities) 09/06/21

Approved by: Ian Lorimer 10 June 2021

NB. There are several worked examples of separate EIA and FSD Assessments in the Guidance which may be of use to you.
