



Equality Impact/Fairer Scotland Duty Assessment Form

(To be completed with reference to Guidance Notes)

Step 1

Name of Proposal Hold face-to face meetings for two meetings of Full Council, one being the statutory meeting on 26 May the other being the June meeting. All other meetings of service committees and regulatory committees will continue to be held remotely. It is intended that hybrid model options for future committee meetings and Council meetings will go to June 2022 Council.

Step 2

Is this only a **screening** Equality Impact Assessment 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 | No |
| (ii) It is a percentage increase in fees which has no differential impact on protected characteristics | No |
| (iii) It is for information only | No |
| (iv) It is reflective e.g. of budget spend over a financial year | No |
| (v) It is technical | 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 |
| Is this a Fairer Scotland Duty Assessment | 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: Legal & Democratic

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

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

The proposal is for “face-to-face” meetings of full Council in May and June with service committee meetings and regulatory committees continuing using Microsoft Teams. Long term strategy for holding hybrid council and committee meetings in the council chambers or elsewhere to be reported to the June 2022 full Council meeting.

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

Is it a review of e.g. an existing budget saving, report, strategy, policy, service review, procedure or function? Yes. Review of current meeting arrangements in light of Scottish Government removing all legal COVID restriction on 21 March 2022

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

Please indicate all which apply:

Employees Yes

Job Applicants No

Service users No

Members of the public Yes

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).

Data from the YouTube channel shows that interest in viewing committee meetings has generally increased since 2020, with recent full council meetings reaching up to 700+ views.

Internal consultation (e.g. with staff, trade unions and any other services affected). Internal consultation has taken place between IT, Infrastructure Services and Democratic Services.

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

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

Contact to be made with potential suppliers of specialist IT equipment for live streaming of meetings in May and June

Other (general information as appropriate).

Many other Councils in Scotland are moving to offer hybrid meetings which will involve an element of live meetings by their nature. Angus Council propose to bring a report to Council in June 2022 on this matter.

Step 6: Evidence Gaps.

Are there any gaps in the equality information you currently hold? 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. Yes**

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

Age Yes.

Impact Holding face to face meetings could impact on the health of elected members who are over 70 due to an increased risk of Covid-19 infection. Also, face to face meetings can be less accessible for those of childbearing years and for staff/elected members who have caring responsibilities.

Disability Yes

Impact Face to face meetings may impact on attendees with a disability. There is an option, (where attendance is not required) for those to watch the meeting on the live stream.

Gender reassignment

Impact

Marriage and Civil Partnership

Impact

Pregnancy/Maternity – yes

Impact

Holding face to face meetings could impact on the health of pregnant attendees due to an increased risk of Covid-19 infection.

Race - (includes Gypsy Travellers) – yes

Impact

Holding face to face meetings could impact on the health of those from certain black, Asian and ethnic minority (BAME) groups due to an increased risk of Covid-19 infection.

Religion or Belief

Impact

Sex - yes

Impact

Statistically, women are still predominantly carers (of young and older people) therefore attendance in person may have a negative impact.

Sexual orientation – no

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.

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)?

Step 9: What mitigating steps will be taken to remove or reduce potentially negative impacts? Careful adherence to government guidance and legislation around holding physical meetings in order to ensure the Council meets its duty to protect the health and safety of elected members and staff.

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

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?

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

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?

the EIA will be updated for the council meeting in June. Also, the situation with covid may still be fluid, so review will be necessary if other changes are necessary

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

With the Committee report.

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) 28.02.22

Approved by: Alison Watson – Service Leader – Legal 4 March 2022

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