



Appendix B1

Equality Impact/Fairer Scotland Duty Assessment Form

Step 1

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

Centralisation of Property maintenance budget.

Review Objectives:

Consolidate the individual Maintenance budgets in Integra into Planned Maintenance works including Service Contracts and Unplanned Maintenance works. Budget information and coding structure to be revised in Integra.

The General Fund Maintenance budget is the subject of £100k of savings in line with the Budget report being presented to Committee on the 3 March 2023

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: Infrastructure & Environment – Property Asset

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

No, as savings will be from repairs element of budget, not statutory servicing.

(iii)What is the aim of the proposal?

Consolidate the individual Maintenance budgets and achieve £100k saving in year 23/24.

(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).

We have reviewed the areas of work and have identified savings which do not significantly affect the operation of buildings.

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

The above review will be presented to Corporate Leadership Team.

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

N/A

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

N/A

Other (general information as appropriate).

N/A

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.

The £100k saving may mean that certain repairs cannot be carried out due to lack of funding, however the quantity of repairs in 23/24 is unknown and cannot predict where these repairs might not be carried out. For example – a lift may break down and may need to be taken out of operation due to insufficient funding available to repair.

Regular review of budget spend throughout the year and assessment of the impact of any repair not carried out will help prevent major operational difficulties.

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

Potential to reduce ability to access and use buildings due to restricted mobility.

Disability

Impact

Potential to reduce ability to access and use buildings due to restricted mobility, notwithstanding the legal requirement to ensure people with disabilities receive a less favourable service.

Gender reassignment

Impact

Neutral

Marriage and Civil Partnership

Impact

Neutral

Pregnancy/Maternity

Impact

Potential to reduce ability to access and use buildings due to restricted mobility.

Race - (includes Gypsy Travellers)

Impact

Neutral

Religion or Belief

Impact

Neutral

Sex

Impact

Neutral

Sexual orientation

Impact

Neutral

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.

N/A

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?

Regular review of budget spend throughout the year and assessment of the impact of any repair not carried out will help prevent major operational difficulties. Where this occurs budget will be prioritised to ensure the repair is carried out and to minimise any potential negative impact.

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

The review is being undertaken to deliver savings/efficiencies for the council.

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 does not contribute to the council's general duty.

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

No

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.

Emphasise again this proposal is not a strategy.

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

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

Regular review of budget spend throughout the year and assessment of the impact of any repair not carried out will help prevent major operational difficulties. Where this occurs budget will be prioritised to ensure the repair is carried out and to minimise any potential negative impact.

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

On Council website along with relevant committee report .

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

Prepared by: Gavin Balfour, Service Leader – Assets. 09.02.2023.

Reviewed by: Douglas Henderson – Manager Property Asset 09.02.2023.

Approved by: Graeme Dailly – Director of Infrastructure & Environment, 09.02.23
