



## Appendix B1

### Equality Impact Assessment Form

(FULL)

#### Step 1

**Name of proposal – Business Support 2**

#### Step 2

Is this a full Equality Impact Assessment Yes If Yes, please complete the remainder of this form.

#### Step 3

(i)Lead Directorate/Service: HR, OD, Digital Enablement, IT & Business Support

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

Provision of Blue Badges is a statutory service which must be delivered by the Business Support Service

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

Business Support Service will continue to be redesigned to make better use of technology and incorporate a greater resilience across the whole service. Although achieving the savings target will make delivering services more challenging in terms of employees working across a broader range of service needs, we have built into our service design the flexibility to be able to prioritise and change our focus according to corporate priorities. It is therefore envisaged that making the savings will have no direct impact on our customers.

Reduction in service budget of £150k in 23/24

(iv)Is it a new proposal? Yes

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

Please indicate all which apply:

Employees	Yes
Job Applicants	No
Service users	Yes
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 consultation**

Trade Unions and employees have been briefed on savings proposed

#### **Other**

Savings are likely to come from not filling vacant posts and reduced hours

#### **Step 6: Evidence Gaps.**

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

Protected characteristic information, of staff affected not known at this stage.

#### **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**.

It is unknown at this time which staff, service user or members of the public will be impacted as the service review has not yet been completed. No decision will be taken relating to the service review until further information is known and appropriate EIAs have been carried out.

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

Age

#### **Impact**

Disability

**Impact**

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**

Staff have been briefed on council budget position and that there is likely to be an impact on vacant posts, hours and opportunities for phased retirement

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

Offset savings against vacant posts first, offer reduced hours or phased retirement

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

The council is looking to increase efficiencies and make savings - to be achieved by making better use of technology and deleting posts first

**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

We will follow Angus Council HR processes to ensure that we meet our public sector equality duty

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

Not known at this stage

**Please Note: Step 13 would normally be the FSD Assessment and is not applicable to this proposal.**

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

Through the service review arrangements

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

On the Angus Council website with the relevant reports

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

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Approved by: Sharon Faulkner, Director, HR, OD, Digital Enablement, IT & Business Support

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