



Appendix B2

Equality Impact Assessment Form

(FULL)

Step 1

Name of proposal – HR, OD, Digital Enablement, IT & Business Support Service Review

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.

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

Reduction in service budget of £135K in 2023/24 and £135K in 2024/25

(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 have been briefed on savings proposed

Other

The proposed savings are likely to come from not filling vacant posts, reduction in hours and granting of phased retirement. This is likely to have an impact on the service capacity to provide support to other services of the council

Step 6: Evidence Gaps.

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

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

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 users or members of the public will be impacted as the service review has not yet started. However, some of the savings will come from currently vacant posts. 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 seeking to reduce costs and therefore an effect of staff costs and numbers is likely to be unavoidable

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.

