



Appendix B2

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):

Budget saving - Ongoing review of roles and requirements in the Digital Enablement and IT service.

As technology evolves and the IT delivery model shifts to include managed services, increased automation and further adoption of cloud services, we need to constantly review our structure and roles to ensure we can optimally deliver an enabling digital and information technology service across the 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:

HR, OD, Digital Enablement, IT & Business Support / Digital Enablement & IT

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

No

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

The aim of the proposal is further review our structure and roles, ensuring the Digital Enablement and IT service have the correct roles and skills to deliver a key enabling service.

The review will ensure the structure of the service is optimised to benefit from recent investment in managed services, cloud technology and benefit from further automation and orchestration work planned in 2024.

As well as looking at the required roles and skills, the review will also focus on technology with a focus on rationalisation, procurement and supplier management to ensure we achieve value for our technology investment.

It is envisaged the saving will be through technology rationalisation and staff turnover.

(iv)Is it a new proposal? **Yes** 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

Service Review

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

Please indicate all which apply:

Employees Yes

Job Applicants Yes

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

This is an ongoing process with data used from our IT service Desk and Cloud migration exercises to support decision making.

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

Consultation with key stakeholders is ongoing as we evaluate the key roles and responsibilities required to deliver an efficient and effective digital and IT service. Trade unions will also be consulted.

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

We have used sector benchmarking data to support our conversations.

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

We have had ongoing discussions with other Local Authorities re structure and technology roadmap.

Other (general information as appropriate).

N/A

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**.

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

Age

Impact

Positive - we have made a recent investment in modern and graduate apprenticeships to support succession planning.

Disability

Impact

N/A.

Gender reassignment

Impact

N/A

Marriage and Civil Partnership

Impact

N/A

Pregnancy/Maternity

Impact

N/A

Race - (includes Gypsy Travellers)

Impact

N/A

Religion or Belief

Impact

N/A

Sex

Impact

N/A

Sexual orientation

Impact

N/A

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.

None as review is ongoing.

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?

None as review is ongoing. No negative impacts anticipated.

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

None as review is ongoing. No negative impacts anticipated.

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?

This proposal has no negative impacts relating to the public sector equality duty.

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

N/A

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 kept under review should there be any developments to the proposal

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

With the relevant Committee Report on the Council's Website.

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

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14/02/24
