



Appendix B2

Equality Impact Assessment Form

(FULL)

Step 1

Name of proposal Economic Development Savings (may include staff posts)

Step 2

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

Is this a Fairer Scotland Duty Assessment ~~Yes~~/No

Step 3

(i)Lead Directorate/Service: VC&SG

(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 £150k in 2024/25

(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/No Please indicate

Review of a previous budget saving proposed of £200k in 2023/24 which was re-profiled with £50k saving achieved in 2023/24 and £150k proposed in 2024/25.

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

No research undertaken – service is non statutory so proposed reduction in budget

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

Trade Union has been briefed on savings proposed.

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).

Other (general information as appropriate).

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 and other potentially affected people is not known at this stage. A service review will be conducted and a further EIA will be undertaken before a decision is taken with regard to specific projects.

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 or others with protected characteristics will be impacted as the service review has not yet started. However, some of the savings will come from currently vacant posts. It is not believed to have any negative impact on the protected characteristics of members of the community given the scale of the saving. Further EIAs will be undertaken when there is more information available and will be considered before decisions are taken.

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

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)?

Staff have been briefed on council budget position and know the level of budget saving required. However they are fully aware of the service review process having gone through 2 service reviews already in recent years, the potential need to apply for posts or to be matched to posts or redeployment.

How this will impact people with protected characters within the community will be considered before action is taken, subject to further EIAs being completed.

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

External funding will sought for posts which may allow some staff to remain in work albeit possibly on a temporary rather than permanent basis.

Staff will also be supported through our internal processes to retrain or look for alternative roles through redeployment.

Other steps will be considered once it is known how this will impact the community.

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

Savings are required which may mean that not all staff can be retained in post.

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 AC HR processes and will do throughout if any staff are to be made redundant.

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

No. All AC processes are being followed

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 AC 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: Mark Armstrong, Deputy Chief Executive 20/2/24
