



EQUALITY IMPACT ASSESSMENT

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| Stage 1: Title and aims of the activity ('Activity' is an umbrella term used to describe policies, procedures, guidance and decisions or when significant changes (including budget considerations) are being made) | | | |
| Service. | Infrastructure Services | | |
| Section. | Economic Development Service | | |
| Title of the Activity etc. | Economic Development Service | | |
| Aims of the activity. | <p><i>Please summarise briefly any anticipated outcomes of the proposal (both positive and negative).</i></p> <p>Aims Checklist</p> <ol style="list-style-type: none"> 1. Briefly describe the current situation Delivering a mixture of Economic Development (ED) services. 2. Detail the purpose of the activity Cuts to the ED budget have been requested to enable the Council to balance the Council budget for year 2017-18. Cuts of £256k have been offered from the ED budget. 3. Outline how you will achieve it ED have proposed a mixture of "top slicing" budgets and not replacing staff when posts become vacant. 4. Set out the proposed timescale 2017-18 5. Briefly summarise the anticipated positive and negative outcomes. <p>The negative outcomes: Future projects may be run on a smaller scale and some activities dropped but no major programmes are predicted to be cut for 2017-18. This is coupled with additional resources being invested by the private sector through Opportunities North East (ONE) and also investment through the City Region Deal.</p> | | |
| Signature(s) | | Date | 30 December 2016 |

Stage 2: List the evidence that has been used in this assessment.

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| Internal data (customer satisfaction surveys; equality monitoring data; customer complaints). | <p><i>In each section, list the source of evidence that the Service is relying upon and summarise the content of the evidence. If there is no data for a particular section, simply put N/A.</i></p> <p>N/A</p> |
| Internal consultation with staff and other services affected | <p>Limited staff consultation has taken place due to the fact that there were sensitive issues at stake.</p> |
| External consultation (partner organisations, community groups, and councils). | <p>There were no external consultations on these budget cuts except for parallel talks on City Region Deal and ONE investments in Aberdeenshire.</p> |

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| <p>External data (census, available statistics).</p> | <p>External data was not used to decide on the proposed budget cuts.</p> |
| <p>Other (general information as appropriate).</p> | <p>The cuts are likely to affect industry and businesses not those in protected groups.</p> |

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| <p>Stage 3: Evidence Gaps.</p> | |
| <p>Are there any gaps in the information you currently hold?</p> | <p>The cuts impacts will be small reductions in activity across many areas of ED activity which will be difficult to assess. This could be seen as a gap in information.</p> |

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting 'yes' in the applicable box/boxes below.

Stage 4: Measures to fill the evidence gaps.

| | Measures: | Timescale: |
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| <p>What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.</p> | <p>N/A</p> | |
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| <p><i>Based on the evidence gathered, is the proposal anticipated to have a positive, negative or neutral impact on each of the protected groups listed below? Insert the word 'yes' below the appropriate impact identified for each characteristic.</i></p> <p><u><i>Examples of positive, negative, neutral and unknown impacts are available here. (ADD LINK)</i></u></p> | <p>Positive</p> | <p>Negative</p> | <p>Neutral</p> | <p>Unknown</p> |
|---|------------------------|------------------------|-----------------------|-----------------------|
| <p>Age – Younger</p> | | | <p>YES</p> | |
| <p>Age – Older</p> | | | <p>YES</p> | |
| <p>Disability</p> <p><i>Definition of 'disability' under the Equality Act: a physical or mental impairment which has a substantial, adverse and long-term impact on a person's ability to carry out normal day-to-day activities (anything over 12 months is long-term).</i></p> | | | <p>YES</p> | |
| <p>Race – (includes Gypsy Travellers)</p> <p><i>Race includes colour, nationality and ethnic or national origins</i></p> | | | <p>YES</p> | |
| <p>Religion or Belief</p> <p><i>Includes any religion, as well as a lack of religion. Belief means any religious or philosophical belief or lack of such belief.</i></p> | | | <p>YES</p> | |
| <p>Sex – i.e. men/women</p> | | | <p>YES</p> | |

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| <p>Pregnancy and maternity</p> <p><i>Covers pregnant women or those who have given birth within the last 26 weeks, and those who are breastfeeding</i></p> | | | YES | |
| <p>Sexual orientation – (includes Lesbian/Gay/Bisexual)</p> | | | YES | |
| <p>Gender reassignment – (includes Transgender)</p> <p><i>This applies where someone proposes to, starts or has completed a process to change his or her gender.</i></p> | | | YES | |
| <p>Marriage and Civil Partnership</p> | | | YES | |

Stage 6: What are the positive and negative impacts?

| Impacts. | Positive (describe the impact for each of the protected characteristics affected) | Negative (describe the impact for each of the protected characteristics affected) |
|---|---|---|
| Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected. | <i>N/A – all neutral</i> | <i>N/A - all neutral</i> |

Stage 7: Have any of the affected groups been consulted?

If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?

N/A

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?

These should be included in any action plan at the back of this form.

Mitigating Steps

N/A

Timescale

N/A

Stage 9: What steps can be taken to promote good relations between various groups?

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| <p>These should be included in the action plan.</p> | <p>N/A</p> |
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Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

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| | <p>N/A</p> |
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Stage 11: What equality monitoring arrangements will be put in place?

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| <p>These should be included in any action plan (for example customer satisfaction questionnaires).</p> | <p>With no impacts being identified there is no requirement at this time to put in place any equality monitoring arrangements.</p> |
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Stage 12: What is the outcome of the Assessment?

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| <p>Please complete the appropriate box, or boxes</p> <p><i>These options reflect the new wording which has been inserted into the new Committee report template.</i></p> | 1 | No impacts have been identified –please explain |
| | | No impacts have been identified as these budget cuts will affect industries and individual businesses. |
| | 2 | Impacts have been identified, these can be mitigated - please explain |
| | | N/A |
| | 3 | The activity will have negative impacts which cannot be mitigated fully – please explain |
| | | N/A |

*** Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.**

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| | N/A |
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| Stage 14: Sign off and authorisation. | | |
| Sign off and authorisation. | 1)Service and Team | <i>Infrastructure Services</i> <i>Economic Development</i> |
| | 2)Title of Policy / Activity | Economic Development Budget cuts |

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| | 3) I/we have completed the equality impact assessment for this policy/activity. | Name(s): Morna Harper Position(s): Service Manager - Business and Communities Date: |
| | 4) Consultation with Service Manager | Name: Morna Harper Position: Service Manager – Business and Communities Date: |
| | 5) Authorisation by Director or Head of Service | Name: Belinda Miller Position: Head of Service Date: |
| | 6) If the EIA relates to a matter that has to go before a Committee, send the finalised EIA, and any supporting assessment documents, to the Committee Officer of the relevant Committee, e.g. Housing and Social Work Committee. | Date: This process is currently under review. |
| | 7) Send a copy of the finalised form to EIA@aberdeenshire.gov.uk | Date: This process is currently under review. |
| | Has the completed form been published on the website? (Equalities team to complete) YES/NO | Date: This process is currently under review. |

