

EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).

Service	Chief Executive.
Section	Chief Executive Service.
Title of the activity etc.	Service Budget 2014-15..
Aims of the activity	<p>The Service Budget consists mostly of staffing costs for the six Area teams, including the Area Managers, Area Committee Officers, Community Planning Officers and administrative support. This includes support for elected members.</p> <p>In addition the budget provides funding for Community Councils, Rural Partnerships and community planning initiatives. Included in this are the six Area Committee Budgets which are allocated to support community led projects e.g. village hall improvements.</p> <p>A very small part of the budget supports administrative costs and hospitality.</p> <p>Further allocations to budget come from the Investing in Towns and Villages initiative and Developer's Contributions, but these are not part of the base budget. Rather, they are channelled through the Chief Executive Service Area budgets to support specific projects as and when appropriate.</p>
Author(s) & Title(s)	[REDACTED] Garioch Area Manager

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

Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Councillor and Community Councillor Questionnaires. Records of funding agreements / awards.. How Good Is Our Community Planning evaluations and ongoing monitoring of CP work / projects. Area Management, LCPG and Area Committee forums. Feedback from Ward Forums and CC Forums. Discussions with user groups e.g. through IDEAS project. 100 Days monitoring. Through Council wide initiatives e.g. Citizen's Panel, Reputation feedback. Community Safety Partnership reports / feedback.
--	--

Internal consultation with staff and other services affected.	Through cross-service activities and meetings as and when appropriate, e.g. Area Management Team, CESMT.
External consultation (partner organisations, community groups, and councils.)	With community based groups and organisations such as Community Councils, Development Partnerships, Rural Partnerships, Business Associations. With and through partners: NHS, Fire, Police, Voluntary Sector, using the mechanisms described in Stage 2..
External data (census, available statistics).	Data provided for each Area by the Community Planning Analyst and through collaborative working, e.g. health inequalities Through SIMD and other data available nationally and locally.
Other (general information as appropriate).	The Chief Executive Service receives data and information from a wide variety of sources, internal and external to the council.

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No, although as specific aspects of the work of the service are taken forward engagement and consultation with users, including those with protected characteristics, will be required..

Stage 4: Measures to fill the evidence gaps.		
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.	Measures:	Timescale:

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger	Yes			
Age – Older	Yes			
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female	Yes			
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			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.	<p>Staffing costs: these have a positive impact on some protected characteristics groups. A key role for Area staff is to support partnership working to deliver the Single Outcome Agreement as agreed with Scottish Government. The five key priorities for Aberdeenshire include Best start in Life, Older people and similar themes. These relate directly to supporting disabled, younger and older people through improved outcomes for them. Each Area Community Plan has a number of actions relating to these and similar themes. In turn, these relate to the national outcomes such as Faire Scotland.</p>	
	<p>Community Planning & Local Community Planning Groups: these have a positive impact as funds used to support work directly to benefit younger, older and disabled people in the community. Also some positive impact on Gender through e.g. Menshed.</p>	
	<p>Community Safety Partnership: funding supports a number of initiatives that have had direct benefit to young people (Safe Drive Stay Alive etc) and on supporting vulnerable people, mostly older or disabled, through joint working with Police and Fire.</p>	
	<p>Health Promotions Post: positive impact on health inequalities, including support for very young people and identification of demographics challenges (growing older population). Actions related to these have been set up.</p>	

	Fairer Scotland Fund & Employability Project: these funds are allocated to support activities set up by the Tackling Poverty and Inequalities Group. They have a positive impact on young people through developing employability skills and also on women through supporting single mothers into work.	
	Information and Advice Service: this provides support and advice too individuals across Aberdeenshire, primarily through Citizen's Advice and related services. Although services are not directly targeted at any particular group it is highly likely that a number of individuals from the protected characteristics groups benefit from such advice. The services are currently being reviewed and any reduction in funding would be likely to have a negative impact.	
	Work for You & Activity Agreements: related to the Fairer Scotland Fund, these have a positive impact on young people in that it seeks to promote employability skills and work opportunities for those who have not been able to secure long term employment.	
	More Choices, More Chances: again seeks to assist school leavers into positive destinations, so supports young people .	
	Community Regeneration Fund: not targeted at any particular protected characteristic group but will have some positive impact on all groups in society, albeit at a local level.	

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

Yes. Engagement and consultation lie at the heart of community planning work and draws upon a wide range of consultations. Some of these are carried out through other services e.g. the ELL service or Social Work, whilst others involve direct consultation with users from protected characteristics groups. For example, users from the Harlaw Centre were consulted about the IDEAS project and identified top priorities.

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?	
--	--

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

Mitigating Steps	Timescale

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

These should be included in the action plan.	Many of the actions carried out in the work of the service aim to promote good relations between groups. As with much of the service's work it involves collaborative, cross-service and partnership working. Increasingly, outcomes reflect the Public Sector Equality Duty as and when appropriate.
--	---

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

Community Planning activities, and others relating to the Chief Executive Service, give due regard to all three arms of the Public Sector Equality Duty and seek to promote equality of opportunity through supporting vulnerable groups, having a clear focus on reducing inequalities(in particular for those that impact on protected characteristics groups) and fostering good relations between groups that have protected characteristics and those who do not. It may be argued that almost all of the work relating to the Chief Executive Service budget supports this in some way and to a greater or lesser extent.

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).	Ongoing and annual monitoring of Community Planning plans, Equalities item on CESMT agendas, further EIA of budget and policy decisions. Reporting on outcomes.
---	---

Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	2	No negative impacts have been identified. However, this EIA is for the current budget and once decisions are made about the budget for 2014-15 and beyond it will be necessary to look at these afresh. Any decision to reduce the Chief Executive budget would be likely to have some impact, especially as there is a clear focus on the SOA and given the priorities identified for Aberdeenshire.
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	3	N/A
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

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

N/A

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Chief Executive		
	2) Title of Policy/Activity	Chief Executive Budget 2014-15.		
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: <input type="text"/>	Name:	
		Position: Area Manager Date: 3 December 2013 Signature:	Position: Date: Signature:	
	4) Consultation with Service Manager	Name: Date:	Name: Position: Date: Signature:	
	5) Authorisation by Director or Head of Service	Name: <input type="text"/> Position: Chief Executive Date: 3 December 2013	Name: Position: Date:	
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.	Date:		
7) EIA author sends a copy of the finalised form to: eia@abdnshire	Date:			
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:	

