

# **Scottish Borders Council**

## **Equality Impact Assessments**

**2018/19 Financial Plan**

**20<sup>th</sup> February 2018**

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Organisational Efficiencies
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	All
	<b>Department:</b>	Corporate

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Efficiencies driven through changes to staffing and optimising resources across different staffing models. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
	Age (Older or younger people or	X			<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>

a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual,	X			

Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Less posts required

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	<b>The Council's HR policy will be utilised to mitigate the impact of any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Clair Hepburn	Service Area.	HR

Post	Service Director - HR	Date	08/02/18
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**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Changes to working practices
2.	<b>Service Area:</b>	Corporate
3.	<b>Description:</b>	Efficiencies driven through changes to working practices including more efficient working patterns. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
4.	<b>Relevance to the Equality Duty.</b>  <b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes – the Programme will seek to promote modern working practices that, indirectly, will mitigate against discrimination
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
				<i>Where you have identified a potential impact, please detail what you perceive this to be.</i> <i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>	
	<b>Age</b> (Older or younger people or a specific age grouping)	X			The programme will seek to ensure a balance in the age profile of the workforce  Within the programme, the people planning process addresses organisational structures, roles and responsibilities and learning and development making sure that there is no unconscious bias.

					The people plan will have a positive impact on the Council's initiative on apprenticeships. Succession Planning will also help with retention and the development of staff for all ages.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Sexual</b>	X				

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	Within the programme, the people planning process addresses organisational structures, roles and responsibilities and learning and development making sure that there is no unconscious bias. Succession Planning will also help with retention and the development of staff for all ages.

6.	<b>Mitigation</b>	
Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>		
<b>Characteristic</b>	<b>Mitigation</b>	
<b>Age</b>	The Programme seeks to mitigate the potential risk of a negative impact by ensuring that there is a managed approach to the reduction in the overall workforce in the context of both the age structure of the workforce and turnover. Central to this is the People Planning process which aligns People Planning with the Financial Plan and Business Plans.	
<b>Employees</b>	The Council's HR Policies & Procedures will be utilised to manage the impact of any staffing changes / reductions.	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	



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Completed By			
Name	Clair Hepburn	Service Area.	HR
Post	Service Director HR	Date	08/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Digital Transformation
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	Corporate
	<b>Department:</b>	

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Efficiency driven through Digital Transformation within the Council. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
	<b>Age</b> (Older or younger people or a specific age grouping)	√			

<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	√			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	√			
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	√			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	√			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	√			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	√			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	√			
<b>Carers</b> (those who	√			

have caring responsibilities for someone with an equality Characteristic)				
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	√			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		√	√	Potential new opportunities but also reduced number of posts

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	HR policy and procedures and ongoing updates provided to Trade Unions

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	√
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	David Robertson	Service Area.	Finance, IT Procurement
Post	Chief Financial Officer	Date	08/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal</b>	Property & Assets
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Corporate
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	Review of SBC property and its use
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*(Please enter a full description of your proposal)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be.            Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>
	<b>Age</b> (Older or younger people or a specific age grouping)	X			
	<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment,	X			

learning disability, visible/invisible, progressive or recurring				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b>	X			

(people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)				
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Martin Joyce	Service Area.	A&I
Post	Service Director Asset & Infrastructure	Date	08/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.** For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment

1.	<b>Title of Proposal</b>	SB Cares Contribution to SBC General Fund (£162,000)
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Adult Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	As per SB Cares approved Business Plan, these are forecast increases to the profitability of SB Cares through additional income streams.
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*(Please enter a full description of your proposal)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or younger people or a specific age)		X	X	Possible impact on SB Cares Clients. Additional Income streams may present opportunities for clients and staff.

grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X	The impact of additional funding streams to SB Cares could result in them delivering services to new clients with a disability and this could have either a positive or negative impact.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for	x			

someone with an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	More employees may be required to generate income from additional income streams. A more flexible approach may be required from existing employees.

6.	<b>Negative Impact</b>	
	Where you have identified a potential negative impact, please detail what you perceive this to be. Please state the equality characteristic/s potentially negatively affected and explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Explanation</b>
	Age (Older or younger people or a specific age grouping)	Possibility of confusion from the re-branded provider.
	Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	Possibility of confusion from the re-branded provider.
Carers (those who have caring responsibilities for someone with an equality Characteristic)	Possibility of confusion from the re-branded provider and the need for clarity over support mechanisms.	
Employees (those employed by the Council including full time, part time and temporary)	Whilst terms and conditions are consistent with those of the Council, employees may have concerns about their future and the identity of their employer.	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I could provide evidence to support my answers if asked.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment be conducted if the proposal is accepted.	X
	<b>Not Certain</b> – further assessment is recommended if proposal is accepted.	

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<b>Completed By</b>			
Name	Phillip Barr	Dept.	SB Cares
Post	Managing Director	Date	21/01/2018

For your records, please keep a copy of this Equality Impact Assessment form and send an electronic copy to the finance team so they can include it with your budget proposal.

## Stage 1 Equality Impact Assessment

1.	<b>Title of Proposal:</b>	SB Cares Structure Review (delivery of £100,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Significant management and staffing impact but targeting increased efficiency in the provision of all care at home. This is expected to provide a saving of 3.0 FTE through redefining roles and responsibilities and process redesign. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or	X			

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual,	X			

Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Targeted saving of 3.0 FTE. Review outcomes may change delivery model and nature / location of role.

6.	<b>Mitigation</b>	
Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>		
<b>Characteristic</b>	<b>Mitigation</b>	
Employees	A key objective of the restructure will be to ensure ongoing service continuity and where possible, improvement of services in both performance and efficiency terms. ERVS and deployment will be key instruments through which any potential equalities impact will be mitigated. The Councils HR Policies and Procedures will be utilised to manage the impact of staffing changes / reductions.	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment

1.	<b>Title of Proposal:</b>	Implement relief staff management tool (delivery of £80,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Reduced costs through a reduction in rates paid, compared to current 3rd party costs.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>
	<b>Age</b> (Older or younger people or a specific age grouping)	X			

<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring	X			

responsibilities for someone with an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X		This will be a new service. Existing employees may be able to work more flexibly or supplement their existing contracts should they so desire.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Offer new relief bank of staff agency service for other Borders providers at commercial rate. (delivery of £20,000 income)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	This is a commercial opportunity. This would be offered to other providers in the Borders at a rate below city agency rates and allow services to continue in all areas.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
	Age (Older or	X			<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual,	X			

Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Implement equitable Support Worker structure in care homes (delivery of £20,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Potential staffing impact as a result of structure / grading and role review of existing provision. No forecast overall FTE effect. Council HR policy will be consistently applied throughout review.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
				<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>	
	Age (Older or younger people or	X			

a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Existing care home staff may be adversely impacted upon as a result of reduced rates of pay as one measure to achieve a more equitable structure.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	No planned reductions to FTE. All posts will be subject to job evaluation.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of how Sleep Ins are provided (delivery of £80,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	To deliver greater efficiency. Any potential increase in risk to clients would require mitigation assurances and work with Health and Social Care required to ensure no duplication. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>

<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			X	Unmanaged, any change or reduction to/in the current service provision could affect this group.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g.	X			

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Disability	Based on the current service configuration and client need, it should be possible to specifically restructure this provision.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**

Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of finance system, with use of Business World as an alternative (delivery of £20,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Consistency with other SBC services and subsidiaries and reduced cost through no longer requiring a separate financial management information system.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
	Age (Older or younger people or	X			<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Increase pool car fleet in Homecare (delivery of £20,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	SB Cares
	<b>Department:</b>	

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Reduced costs through reduced mileage claimed.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
	<b>Age</b> (Older or younger people or a specific age grouping)	X			
	<b>Disability</b> e.g.	X			

Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities)	X			

for someone with an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Finance Business Partner	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review provision of fleet across all services (delivery of £10,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Cost savings arising from greater efficiency in the economy, deployment and use of vehicles.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>
	<b>Age</b> (Older or younger people or a specific age grouping)	X			

<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring	X			

responsibilities for someone with an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Brokerage service – Management fee for promoting services – Community provision e.g. Care & Repair (delivery of £10,000 income)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Increased signposting activity that would enable clients (unassessed) to access a wider range of support services. Brokerage fee will be agreed.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>			
<b>Duty</b>		<b>Yes/No</b>	
<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>		No	
<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>		Yes	
<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>		No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).			
<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
	<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>

<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		Possible positive impact on clients who do not have an assessed need, but may want some form of additional support.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay,	X			

Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares

Post	Managing Director	Date	15/01/18
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**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	East Lothian collaboration for the provision of the Alarms Service (delivery of £250,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	This is an opportunity to provide a Telecare Services Association (TSA) accredited solution which will enable a targeted improvement in service provision and greater efficiency through economy of scale and ability to sell to the third sector . A total saving of 7FTE would be achieved should the service be transferred to East Lothian. If this proposal is agreed by Council, TUPE would apply to these staff, and we would consult accordingly. We would also consider ERVS and deployment for affected staff. (7FTE). An initial report was considered by Council members on 30 November 2017.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>		
	<i>(If you believe that your proposal may have some relevance – however small please indicate yes)</i>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>				
	<i>(Please x all that apply ).</i>				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	

					<i>you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X				

<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	Targeted saving of 7.0 FTE

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	If agreed, TUPE will apply to all staff. ERVS and deployment opportunities will also be identified. The Councils HR policies and procedures will be utilised to manage staff changes / reductions.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of Bordercare and Community Equipment Service (delivery of £80,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	SB Cares
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Review to deliver an integrated service provision for Bordercare and Community Equipment Service following transfer of Call Response service to East Lothian. This is expected to provide a saving through redefining roles and responsibilities and process redesign, and could reduce the workforce by up to 2 FTE. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)		X		Clients in receipt of both services will now receive one single cohesive service reducing the need for multi-visits.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g.	X			

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Targeted reduction of 2.0 FTE.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	ERVS will be considered as part of this process as well as exploring deployment opportunities.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**

Name	Phillip Barr	Service Area.	SB Cares
Post	Finance Business Partner	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal</b>	Management Fee Reduction to Live Borders
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Contracted services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	Proposals to increase income, reduce management and back office staffing and improve efficiency within the Trust with regards to procurement and energy efficiency (3.8FTE)
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*(Please enter a full description of your proposal)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>          (Please x all that apply ).</p>				
	Equality Characteristic	Impact			Description <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
		No Impact	Possible Positive Impact	Possible Negative Impact	
	Age (Older or younger people or a specific age grouping)	X			
	Disability e.g. Effects on people	X			

with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with	X			

an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Post reductions

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	HR policies & guidance will be followed

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Phillip Barr	Service Area.	SB Cares
Post	Managing Director	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Additional service for nursery meals ( based on the 7 pilot nursery meals uptake) (Delivering saving of £71k)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Catering Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Additional workload on staff. Staffing levels and workload to be monitored during rollout to ensure successful delivery.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
	Age (Older or younger people or		X		
					2-4 year olds

a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			Although we will provide meals as required under religious requirements
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X		Potential support for children (2-4 years) on low income
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	x			

6.	<b>Mitigation</b>	
Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>		
<b>Characteristic</b>	<b>Mitigation</b>	
	<b>There are no negative impacts connected to Nursery provision by Catering</b>	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>x</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Alistair McIntyre	Service Area.	Catering
Post	Catering Service Manager	Date	10/1/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Cleaning Service Rationalisation (Delivering saving of £80,000)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Assets & Infrastructure
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Completion of a project to deliver rationalisation of the cleaning service including Janitorial & Crossing Patrols. Expected reduction of 5.1 FTE. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or younger people or			X	Given the demographics of the workforce within both cleaning and janitorial services, this proposal

a specific age grouping)				could have a detrimental effect, and staff and trade unions are being fully consulted.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)			X	Given the demographics of the workforce within both cleaning and janitorial services, this proposal could have a detrimental effect, and staff and trade unions are being fully consulted .
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			

<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Given the demographics of the workforce within both cleaning and janitorial services, this proposal could have a detrimental effect, and staff and trade unions are being fully consulted. May have a particular impact on part time employees (who form a large part of the service)

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	John Gray	Service Area.	Assets & Infrastructure
Post	Cleaning & Facilities Manager	Date	15 <sup>th</sup> January 2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	New Delivery Model for Public Toilet Provision (Delivering saving of £100k in 2019/20)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Assets & Infrastructure
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Phase 2 of the public convenience review. Service impacts still to be assessed with review recommendations.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>			
<b>Duty</b>		<b>Yes/No</b>	
<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>		Yes	
<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>		Yes	
<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>		Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).			
<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
	<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
		X	X	<i>Where you have identified a potential impact, please detail what you perceive this to be.            Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
Age (Older or younger people or a specific age)		X	X	Depending on nature of changes agreed at local level, public toilet provision may be via alternative means

grouping)				in different locations: Positive impact: proposals may increase wider availability of facilities in the local area and may enhance the quality of facilities made available. Negative impact: individual walking distance to a facility may increase
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X	As above
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X	X	Female access to public toilets, particularly where options are limited (in rural areas) is important due to specific needs (pregnancy/menstruation)
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)		X	X	As above – for wider potential positive/negative impact.  Travelling people may require access to toilets, as the caravans may not include WC's. The key sites for travelling communities would be unaffected by the Review, however it is understood that off-site facilities in Kelso, St Boswells and Tweedbank are used by Travelling people. We will continue to assess and monitor potential impacts through the process.
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b>	X			

against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Disability</b>	The redesigned service seeks to provide an increased network of publicly available facilities via alternative means and this should enhance the overall accessibility of facilities. Comfort Scheme or 3 <sup>rd</sup> party facilities incorporated will be assessed to ensure an equal or improved level of disabled access to facilities is maintained.
	<b>Race</b>	The redesigned service seeks to provide an increased network of publicly available facilities via alternative means, this should enhance the overall accessibility of facilities, however there may be instances where travelling people need to use facilities that may no longer be provided or free to use. This could be mitigated by temporary provision of facilities as needed.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	

	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Jason Hedley	Service Area.	Assets & Infrastructure
Post	Service & Neighbourhood Manager	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.



## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Neighbourhood Delivery Model - Grass cutting, Biodiversity, Floral Gateway . (Delivering savings of £345k.)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Assets and Infrastructure & Regulatory Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Redesign of Council grass cutting (back-up and amenity only), £100k Review of Path Maintenance and £30k from Floral Gateway savings. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they</i></p>

					<i>may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X				
<b>Pregnancy &amp; Maternity:</b> The period of time a woman is expecting a baby until one year after the baby is born. This includes breastfeeding	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Sexual Orientation,</b> e.g.	X				

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	Employees may be affected by proposals to rationalise or change the service. Staff and trade unions will be consulted

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	HR policies and guidance will be followed

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Jason Hedley/Graeme Johnston	Service Area.	Neighbourhoods/Access Team

Post	Service and Neighborhoods Manager (Tweeddale)	Date	11 <sup>th</sup> January 2018
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**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Roads Review (£100k saving 2018/19)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	Assets & Infrastructure
	<b>Department:</b>	

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Implementation of new Roads structure and delivery model. Expected reduction of 3FTE. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be.            Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
	<b>Age</b> (Older or younger people or a specific age grouping)	X			

<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring	X			

responsibilities for someone with an equality Characteristic)				
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	This proposal could have a detrimental effect on some staff with the loss of some posts from the existing management structure. Staff and trade unions will fully consulted on these issues. The Roads Review may also present opportunities for some members of staff in a new integrated structure.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	Full Staff and Union consultation on proposed changes which will follow our well established HR procedures.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	David Girdler	Service Area.	Asses & Infrastructure
Post	Chief Officer Roads	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Kerbside Collection Review (Delivering savings of £175k in 2018/19)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	Waste Services
	<b>Department:</b>	Assets and Infrastructure

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Savings arising from the proposal of a new optimised model of service delivery, including route optimisation, review of working patterns and depot rationalisation (est. 3FTE impact). The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b></p> <p>(If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<p><b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i></p>	Yes
	<p><b>Promotion of equality of opportunity?</b></p> <p><i>(Could your proposal help or hinder the Council with this)</i></p>	Yes
	<p><b>Foster good relations?</b></p> <p><i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i></p>	Yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>
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(Please x all that apply ).

Equality Characteristic	Impact			Description
	No Impact	Possible Positive Impact	Possible Negative Impact	
				<p>Where you have identified a potential impact, please detail what you perceive this to be.</p> <p>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></p>
<b>Age</b> (Older or younger people or a specific age grouping)			x	<p>Implication will be dependent on the preferred collection system. However it is possible there will implications for the older age group as a result of changes to:</p> <ul style="list-style-type: none"> <li>• Collection schedules i.e. collection frequency</li> <li>• Container type</li> </ul>
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			x	<p>Implication will be dependent on the preferred collection system. However it is possible there will implications for disability groups as a result of changes to:</p> <ul style="list-style-type: none"> <li>• collection schedules i.e. collection frequency</li> <li>• Container type</li> </ul>
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	x			
<b>Race Groups:</b> including colour, nationality, ethnic	x			

origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	x			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	x			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	x			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)		x	x	Implication will be dependent on the preferred collection system. However it is possible there will implications for carers as a result of changes to: <ul style="list-style-type: none"> <li>• collection schedules i.e. collection frequency</li> <li>• Container type</li> </ul>
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities	x			

etc)				
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	If a decision is taken to reduce the number of depots from which the collection service operates it is likely there will be implications for employees. For example they may need to relocate the base.

<b>6. Mitigation</b>	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>		
<b>Characteristic</b>	<b>Mitigation</b>		
<b>Age/Disability/ Carers</b>	<p>A communications plan will need to be developed to outline the changes. This will need to include information on how to use the service along with a collection calendar.</p> <p>Collection calendars will need to be provided in numerous forms to ensure that those individuals without access to a computer, smartphone and internet are catered for.</p> <p>Collection routes should be scheduled in a way to be as simple as possible for the end user. For example collections to take place on the same week day where ever possible.</p> <p>The Council should be flexible in how it approaches these groups in terms of enforcing the new collection service.</p>		
<b>Employees</b>	The number of posts will be reduced although it is envisaged this will only impact vacant posts or those that are temporarily filled by agency.		

<b>7. How certain are you of the answers you have given?</b>		
<b>Answer</b>	<b>Tick One</b>	
<b>Certain</b> - I have populated the evidence base to support my answers.		
<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.		
<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	x	

<b>Completed By</b>			
Name	Ross Sharp-Dent	Service Area.	Waste Services
Post	Waste Manager	Date	16 January 2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Community Recycling Centre Review (Delivering savings of £40k)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	Waste Services
	<b>Department:</b>	Assets and Infrastructure

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Realign annual operating hours to focus more on periods of peak demand, changes to working patterns will be required to ensure staff are contracted to work during periods of high demand. Estimated increase of 3FTE as weekend working is contracted. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b></p> <p>(If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	Yes
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	Yes
	<b>Foster good relations?(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</b>	Yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>
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(Please x all that apply ).				
Equality Characteristic	Impact			Description
	No Impact	Possible Positive Impact	Possible Negative Impact	
				<p>Where you have identified a potential impact, please detail what you perceive this to be.</p> <p>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></p>
Age (Older or younger people or a specific age grouping)		x	x	<p>Negative - The closure of some sites during the weekday may require those in various age groups to travel a further distance to dispose of their waste.</p> <p>Positive – The new hours take account of stakeholder feedback and as a result sites are open for longer in the summer which may improve access to sites which may better reflect the needs of various age groups. It is likely those who work will benefit most from the new later hours of operations during weekdays as they will be able to access sites after work hours.</p>
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x	x	<p>Negative - The closure of some sites during the weekday may require those in disability groups to travel a further distance to dispose of their waste.</p> <p>Positive – The new hours take account of stakeholder feedback and as a result sites are open for longer in the summer which may improve access to sites which may better reflect the needs of disability groups.</p>
Gender (Males, Females, Transgender or Transsexual people)	x			
Marital Status: Civil Partnership, Co-habiting	x			

Divorced, Married, Separated & Single.				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	x			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	x			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	x			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)		x	x	Negative - The closure of some sites during the weekday may require carers to travel a further distance to dispose of their waste.  Positive – The new hours take account of stakeholder feedback and as a result sites are



					open for longer in the summer which may improve access to sites which may better reflect the needs of carers.
	<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		x	x	Negative - The closure of some sites during the weekday may require those in poverty groups to travel a further distance to dispose of their waste.  Positive – The new hours take account of stakeholder feedback and as a result sites are open for longer in the winter which may improve access to sites which may better reflect the needs of poverty groups.
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	At the current time it is not believed there will be a reduction in the workforce required to deliver the service. However in order to implement Scenario 2 frontline staff will be required to work some weekends as part of their contracted hours and to be peripatetic. Clearly this is a significant change and in accordance with HR guidance staff and trade union consultation will need to take place.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age/ Disability/ Carers/poverty</b>	The new operating hours take account of stakeholder feedback. For example 62% of respondents could manage if site were open less often. In addition site operating hours have been extended and shifted to later in the day during the summer to improve access.  Where possible when sites are closed the neighbouring facility will remain open to minimise disruption for residents.  A communication plan will be developed to inform residents of the changes to the service.

<b>Employees</b>	Staff and trade unions will be consulted on the proposed changes in line with the Council's HR guidance.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Ross Sharp-Dent	Service Area.	Waste Services
Post	Waste Manager	Date	22 November 2017

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Trade Waste Fees & Charges (delivering additional income of £105k)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Waste Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Increased Trade Waste charges as agreed as part of the 2017/18 financial plan
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
	Age (Older or	x			<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i>  <i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	x			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	x			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	x			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	x			
<b>Sexual Orientation,</b> e.g.	x			

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)			x	
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	x			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Poverty</b>	A new post will be created that will provide advice and guidance to traders to ensure they have the correct waste services, that they are minimising waste generation, maximising recycling and diversion of waste. This will help traders to minimise their waste management costs and consequently the cost that may be passed onto the consumer.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Ross Sharp-Dent	Service Area.	Waste Services
Post	Waste Manager	Date	12 <sup>th</sup> January 2017

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Fees and Charges
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Asset & Infrastructure
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Extra income from higher Fees & Charges which have been increased in line with inflation. Possible reductions in demand due to higher prices have been factored into the assumed saving.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	x			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	x			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	x			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	x			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	x			
<b>Sexual</b>	x			



<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)			x	People living in poverty may be less able to meet increased fees and charges.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	x			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Poverty	Increases do not exceed 3% and the Council's Financial Inclusion and Support team give general benefit advice to ensure that individuals can access all entitled benefits.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Martin Joyce	Service Area.	A&I
Post	Service Director Asset & Infrastructure	Date	31st January 2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Communications Social Media Grade 8 to Modern Apprentice (MA) or Grade 5
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	ED and Corporate Services (Communications)
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	There has been a Grade 8 vacancy within the service for some time. With the increased use of Social media and the need for SBC to appeal to as wide a demographic as possible, the recruitment of a MA would allow the service to grow this part of the Communications offering.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes- young people	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>

<b>Age</b> (Older or younger people or a specific age grouping)		X	X		The MA will only be open to young people
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X				

<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)				
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	There may be an impact within service on capacity and on other employees who have to take on more work or be involved with training in the short term

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	Any restructure will be done in conjunction and in accordance with SBC HR Policy, which involves the consideration of any equalities impact.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Tracey Graham	Service Area.	Corporate Communications
Post	Corporate Communications Manager	Date	16/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal</b>	Review of Day Services (Older People and Learning Disability) £290,000
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Adult Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	The Re-imagining Day Services Review project is ongoing, a key pillar of the Integration Joint Board Integrated Transformation Programme. Following implementation of its recommendations, day centre provision will be reviewed, redesigned and recommissioned. This may impact on the current SB Cares General Fund Contribution level and on current the level of service required from SB Cares. This will not have an impact in Health & Social Care staffing although there may be potential impact for SB cares staff. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal)*

4.	<b>Relevance to the Equality Duty.</b>	
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?</b> (Please x all that apply).	
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Equality Characteristic	Impact			Description <i>Where you have identified a potential impact, please detail what you perceive this to be.</i>  <i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
	No Impact	Possible Positive Impact	Possible Negative Impact	
<b>Age</b> (Older or younger people or a specific age grouping)			X	Older People Day Centres are mainly utilised by users aged 65+
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			X	Non-Older People Day Centres are mainly utilised by users with a physical or learning disability
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is				



linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Any closure of day centres will impact on staff who currently work there requiring deployment options to be considered

6.	<b>Negative Impact</b>	
	Where you have identified a potential negative impact, please detail what you perceive this to be. Please state the equality characteristic/s potentially negatively affected and explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Explanation</b>
	<b>Age</b>	<b>Potential to reduce Adult Day Services, Social Centres &amp; Community Health Teams. Alternatives would need to be developed and provided for individuals.</b>
	<b>Disability</b>	<b>Potential to reduce Learning Disability Day Services / Physical Disability Services. Alternatives would need to be provided.</b>
<b>Employees</b>	<b>There may be an impact on staff through redeployment.</b>	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I could provide evidence to support my answers if asked.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment be conducted if the proposal is accepted.	X
	<b>Not Certain</b> – further assessment is recommended if proposal is accepted.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

For your records, please keep a copy of this Equality Impact Assessment form and send an electronic copy to the finance team so they can include it with your budget proposal.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of non-day service functions from SBC Cares (delivery of £100,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	New, fitter-for-purpose, more cost effective services will be commissioned. This will save money and improve efficiency but may impact on the current SB Cares General Fund Contribution level. This will not have an impact in Health & Social Care staffing although there may be potential impact for SB Cares staff. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the</i>

					<i>extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		X	X		Older People form one of the main social care client groups. As such, redesign of care and support services will impact on this group. New alternative services implemented should improve outcomes for these users should they be put in place. If not, there is likely to be a negative impact.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X		People with a learning or physical disability form two of the main social care client groups. As such, redesign of care and support services will impact on this group. New alternative services implemented should improve outcomes for these users should they be put in place. If not, there is likely to be a negative impact.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the	X				

non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)		X	X	If no alternative provision is put in place, there may be an impact on carers. The council and the health and social care partnership are committed however to putting new, appropriate and better services in place which will mitigate this impact. They are also committed to supporting Carers and fully complying with the provisions of the Carers' Act.
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	There could potentially be a negative impact on SB Cares staff who currently provide existing services.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Age	Potential to reduce services. Alternatives are being developed and provided for individuals.
	Disability	Potential to reduce services. Alternatives are being developed.
	Carers	Potential to reduce services. Alternatives are being developed. Specific carer support – Carers' Act
Employees	Mitigation of impact on staff through redeployment and reprovisioned care and support services.	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review and recommission of Specialist Care and Support Services (delivery of £250,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Greater efficiency through more effective and economic specialist service provision commissioned from external organisations.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)		X	X	Older People form one of the main social care client groups. As such, redesign of care and support services will impact on this group. New alternative specialist services implemented should improve outcomes for these users should they be put in place. If not, there is likely to be a negative impact.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X	People with a learning or physical disability form two of the main social care client groups. As such, redesign of specialist care and support services will impact on this group. New alternative services implemented should improve outcomes for these users should they be put in place. If not, there is likely to be a negative impact.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is	X			



	for 26 weeks after giving birth)				
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)		X	X	If no alternative provision is put in place, there may be an impact on carers. The council and the health and social care partnership are committed however to putting new, appropriate and better services in place which will mitigate this impact. They are also committed to supporting Carers and fully complying with the provisions of the Carers' Act.
	<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	There could potentially be a negative impact on SB Cares staff who currently provide existing services. A high proportion of specialist services are currently commissioned from external provider organisations however.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Age	Potential to reduce services. Alternatives are being developed and provided for individuals.
	Disability	Potential to reduce services. Alternatives are being developed.
	Carers	Potential to reduce services. Alternatives are being developed. Specific carer support – Carers' Act
	Employees	Mitigation of impact on SB Cares staff through redeployment and re-provisioned care and support services.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	

	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review the shopping service (delivery of £41,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Alternative delivery models are now available which clients can access which may mean this service can be decommissioned (subject to consultation).
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)			X	Clients currently benefiting from the shopping service will no longer receive it.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			X	Clients currently benefiting from the shopping service will no longer receive it.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual</b>	X			

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Existing shopping service staff will no longer be required in this role.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Age	All clients will now be signposted to a range of alternative service that will ensure no adverse impact is experienced.
	Disability	All clients will now be signposted to a range of alternative service that will ensure no adverse impact is experienced.
	Employees	Mitigation of impact on staff through redeployment.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review Learning Disability Commissioned Services including SB Cares within Learning Disability Service (delivery of £100,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	New, more cost effective services will be commissioned in addition to a comprehensive review of all existing commissioning arrangements. This will save money and improve efficiency but may impact on the current SB Cares General Fund Contribution level and their levels of staffing although the majority of services (and cost) are commissioned from external providers. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	

					<i>negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		x	x		
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X		People with a learning disability form one of the main social care client groups. As such, there could be an impact on this group. Robust review of all commissioning arrangements however, should ensure that the most appropriate care and support services are delivered at greater efficiency and effectiveness through better outcomes and reduced cost.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	X				



<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)		x	x	
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Potential impact on SB Cares staff. The vast majority of commissioned services are provided by non-SB Cares organisations.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Disability	Potential to reduce services. Alternatives may be developed. Focus is on the commissioning arrangements and efficiency therein.
	Employees	Any impact on SB Cares will be mitigated through alternative roles and redeployment if required.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my	<b>X</b>

	answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review Commissioned Services including SB Cares within Learning Disability Services with new alternatives (delivery of £76,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	An evaluation of Social Enterprises has been undertaken resulting in a decision by Learning Disability Service for one grant contract for a social enterprise being decommissioned. This work is now delivered by Project Search and has been successful to date.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and</b></i></p>

				<i>recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X	If no alternative implemented, potential negative impact
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after	X			

giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Disability	New alternative – Project Search – now in place and initial outcomes appear positive and indicate improved outcomes for service users.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Reduction in Night-Time Support in Learning Disability (delivery of £74,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Formal Project underway in collaboration with Learning Disability Service providers to look at reducing the amount of night time support. Target reduction of 2.0FTE for the project. Extensive work has already been undertaken by a previous project. Any impact will be mitigated. No impact on H&SC staff however potential impact on SB Cares staff.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If</b>

					<i>you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			X		As service changes are made, there could be an impact on the service users in receipt of Night Support.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is	X				



	for 26 weeks after giving birth)				
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
	<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Targeted reduction of 2.0 FTE

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Disability	A review has already been undertaken and it has been identified that with the current spread of clients and assessment of their needs, a restructured model of night support can be implemented with little if any impact on clients
	Employees	Any staff affected will be redeployed into other care roles

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>

	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	
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<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Consider decommission Learning Disability Service delivered by Borders College (delivery of £24,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	New, more appropriate alternative services have been developed for implementation from autumn term 2018 with no further cost to the Council.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and</b></i></p>

				<i>recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X	If no alternative implemented, then potential adverse impact.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after	X			

giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>		
<b>Characteristic</b>	<b>Mitigation</b>	
Disability	<p>A new course has been agreed which will not require any contribution from Scottish Borders Council and therefore the previous contribution can be withdrawn. It will initially be a 1-year course and will have capacity for 12 full-time students who will be eligible for bursary funding. This may increase going forward, should demand or need require it.</p> <p>The new course will complement other learning-disability-focussed services including Project Search, which focusses on employability and the new Volunteer programme, for which European Social Funding has been secured.</p> <p>These 3 initiatives, with increased and better focus on learning, employability and voluntary work are fully in-line with and will contribute to the delivery of the Learning Disability Commissioning Strategy which was approved during the summer of 2017 following considerable consultation.</p>	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Return adults with high supported living needs to the Scottish Borders, decommissioning high-tariff out of area placements (Learning Disability)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Longer-term, requires significant capital and revenue partnership investment, but for the specific clients identified, will provide better outcomes to meet specialist client needs at considerably reduced cost. Potential for unquantified increase in front line staff although options for commissioning the service are being considered.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and</b></i></p>

				<i>recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X	X	Two specific clients have been identified for whom this proposal is possible. Whilst this will involve change, longer-term, returning to their own communities and homes and receiving a new form of commissioned care and support will result in much better outcomes for these clients.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after	X			



giving birth),				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Disability	Return to the Scottish Borders and the receipt of a new form of commissioned care and support will result in better health and wellbeing outcomes for these clients.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

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<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Decommission a specific Adult Learning Disability contract (delivery of £10,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	This client-specific service is currently being decommissioned as it is no longer required.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			Service is no longer required
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Sexual</b>	X			

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Decommission 2 Mental Health services with identified alternatives (delivery of £53,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	For one service, there is now a national telephone helpline available which clients would be able to access and for the other, if they wish to continue, clients would be able to access the service using Self Directed Support.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			X		If no alternatives are implemented/identified, potential negative impact on current service users.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is	X				



	for 26 weeks after giving birth)				
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
	<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Disability	Alternative services have been identified to which clients will be signposted.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

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<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal</b>	Greater Utilisation of Technology (saving £100k)
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Adult Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	Through further increasing the use of technology and equipment, it is anticipated we will reduce the number of lower-level care at home packages.
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*(Please enter a full description of your proposal)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and</b></i></p>

					<i>recommend further investigation.</i>
	<b>Age</b> (Older or younger people or a specific age grouping)		X		May result in better outcomes for clients able to remain more independent and in their own home
	<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		May result in better outcomes for clients able to remain more independent and in their own home
	<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X		May result in better outcomes for clients able to remain more independent and in their own home
	<b>Marital Status</b>  Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
	<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
	<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
	<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual,	X			

	Heterosexual				
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		X		May result in better outcomes for clients able to remain more independent and in their own home
	<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Negative Impact</b>	
	Where you have identified a potential negative impact, please detail what you perceive this to be. Please state the equality characteristic/s potentially negatively affected and explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Explanation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I could provide evidence to support my answers if asked.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment be conducted if the proposal is accepted.	X
	<b>Not Certain</b> – further assessment is recommended if proposal is accepted.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

For your records, please keep a copy of this Equality Impact Assessment form and send an electronic copy to the finance team so they can include it with your budget proposal.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Undertake a productivity programme across Adult Social Work services (Meridian) (delivery of £88,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	This is currently underway across some services in NHS Borders – clinical and non-clinical and whilst is a challenging concept, has identified considerable cashable savings through increased efficiency by productivity. Potential reduction of 2.0FTE following work study although exact potential is unknown until process review. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be.</i>
		<b>No Impact</b>	<b>Possible Positive</b>	<b>Possible Negative</b>	

			Impact	Impact	Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	X				



<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	Targeted reduction of 2.0 FTE. Increased productivity targeted.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	A full review by an experienced external expert is planned and only the most appropriate outcomes will be delivered.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>X</b>

	proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of management arrangements across Adult Social Work Services (delivery of £60,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	There would be impacts and risks attached to this due to reduced capacity but the opportunity for more joined up management and efficiency exists. Before 2019/20, where vacancies arise beforehand, joint posts will be considered and there will be potential regrading of roles. There will be increased vigilance in all vacancy management. The Councils HR Policies and Procedures will be utilised to manage any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the</i>

					<i>extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> )	X				

discrimination is for 26 weeks after giving birth),				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Reduction in management staff of 1.0 FTE

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	A more joined up approach across public protection and health and social care services, as part of the integration agenda, will enable a more appropriate and cohesive management structure for the provision of health and social care services.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>X</b>

	proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review Community Based Services (considering posts/skill mix) covering Occupational Therapy and Social Work in order to maximise benefit of initiatives such as Enablement and Buurtzorg. ( £110,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	New, innovative, community based health and social care services will result in constraining costs for traditional (and more intensive) social care services - better for the client and more cost-effective.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>			
<b>Duty</b>		<b>Yes/No</b>	
<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>		No	
<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>		No	
<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>		Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).			
<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
	<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and</b></i>				

				<i>recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		X	X	The delivery of new more enabling and rehabilitating services by the Health and Social Care Partnership, together with an increase in the capacity within communities and a broader range of care, support and inclusion services will have a positive impact on client outcomes.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x	x	As above
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b>	X			



against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		X		The delivery of new more enabling and rehabilitating services by the Health and Social Care Partnership, together with an increase in the capacity within communities and a broader range of care, support and inclusion services will have a positive impact on client outcomes and those of their carers.
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	New more fit-for-purpose services will mean less of a requirement for traditional dependency-focussed care. SB Cares staff will be encouraged to retrain and undertake new roles.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Age	Potential to reduce services. Alternatives are being developed and provided for individuals.
	Carers	Potential to reduce services. Alternatives are being developed. Specific carer support – Carers’ Act
	Employees	Mitigation of impact on staff through redeployment and reprovisioned care and support services.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	

	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review all small grants and contributions to communities and payments to 3 <sup>rd</sup> sector organisations across Adult Social Work Services (delivery of £20,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Health & Social Care Integration
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	May mean that the voluntary sector cannot provide the range or quality of support currently provided but will place greater focus on a more commissioned-based relationship between SBC and the organisations, with a focus on clear outcomes.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive</b>	<b>Possible Negative</b>	

			Impact	Impact	Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b>	X				

against <b>maternity</b> discrimination is for 26 weeks after giving birth),				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is	

	progressed.	
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<b>Completed By</b>			
Name	Rob McCulloch Graham	Dept.	Health & Social Care
Post	Chief Officer	Date	07/02/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of Early Years Service (delivery of £320,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Children & Young People’s Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	The Early Years Service has delivered a budget underspend of £200k in 2017/18 and it is anticipated that further economies will be delivered in 2018/19 delivering permanent saving of £320k with minimal impact. There will be no staff to be deployed as separate funding from the Scottish Government to fund the expansion of Early Years provision from 600 hours to 1,140 hours will result in an increase in Early Years staff.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>			
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)			
	<b>Duty</b>	<b>Yes/No</b>		
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No		
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No		
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No		

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive</b>	<b>Possible Negative</b>	

			Impact	Impact	Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	X				



<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>

	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	
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<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	15/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Teacher allocations and class organisation (£230k in 2018/19 / £770k in 2019/20 / £380 in 2020/21)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Children & Young People
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Subject to maintaining the Pupil / Teacher ratio as directed by the Scottish Government, there will be an opportunity to review the placement of teachers in light of roll projections, class organisation/timetable structures and the national allocation of newly qualified teachers . It is anticipated that teacher numbers and the ratios will be maintained in 2018 and that Council H R Policies and Procedures will be utilised to manage staffing deployments. In 2019 further developments in class organisation /timetable structures will release savings which could effect teacher numbers and pupil/teacher ratios .
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>
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(Please x all that apply ).				
Equality Characteristic	Impact			Description <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
	No Impact	Possible Positive Impact	Possible Negative Impact	
<b>Age</b> (Older or younger people or a specific age grouping)			X	Reducing the number of teachers may have an impact on the learning experience for children.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period	X			

after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	Reduction in teacher numbers / reduced opportunities for newly qualified entrants to the profession.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age</b>	<b>The service will ensure that opportunities for young people are maintained and there will be greater opportunities for suitably qualified Early Years staff.</b>
<b>Employees</b>	<b>Teacher staff turnover is low and it is expected that any necessary reductions will be managed through the Council's HR Policies and Procedures.</b>	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	12/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	School Estate Review (delivery of £85,000 saving Yr 1)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Education Service
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Savings on this budget will be delivered through closure of schools based on the findings and conclusions of the recent School Estate Review. Closure proposals will be progressed, with one currently underway (St Margarets in Hawick) and savings will be delivered through reduction in running costs and potential redeployment of staff.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be.</i>
		<b>No Impact</b>	<b>Possible Positive</b>	<b>Possible Negative</b>	

			Impact	Impact	Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	X				



	protection against maternity discrimination is for 26 weeks after giving birth)				
	Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	Carers: (those who have caring responsibilities for someone with an equality Characteristic)	X			
	Poverty:(people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	Employees (those employed by the Council including full time, part time and temporary)		X		Staff will have to be deployed to other sites.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Employees	The Council's HR Policies and Procedures will be used to mitigate any staffing changes / reductions.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>x</b>

	proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	12/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Music Tuition Review (delivery of £50,000 savings)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Education Service
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Review of provision to deploy existing resources more effectively. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)			X	This will impact people of secondary school age. Potential reduction in service and potential increase in charges.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual</b>	X			

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	May have an impact on music tutors employed.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Age	The proposal is to harmonise service delivery in all locations. Whilst some children may experience a reduced service others may experience an improved service.
	Employees	The Councils HR policies & Procedures will be utilised to manage any staffing changes / reductions.
	Poverty	Look at local funding or support where individuals have difficulty in attending residential.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director - Children & Young People	Date	12/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Outdoor Education Service Review (delivery of £55,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Education Service
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Closure of Whiteadder Sailing school which is only used by a few schools. More responsibility for service delivery in outdoor education will now be within the outdoor localities within the school community to maximise learning time for pupils and provide more regular access to the outdoors. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the</i>

					<i>extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)			X		Possible reduced choice to those students using Whiteadder and those using other centrally funded Outdoor Education facilities.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> )	X				



discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	Reduction in contract staff delivering various Outdoor Education services

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age</b>	<b>Only a limited number of children use the Whitadder facility and if the facility is removed alternative opportunities will be offered.</b>
	<b>Employees</b>	<b>The Councils HR Policies and Procedures will be utilised to manage and mitigate any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>

	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	
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<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	12/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	School Library Review (delivery of £75,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Education Service
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	There will be a review of Literacy Support Services within schools which will consider how best to support pupils' development of literacy skills. Pilots will develop and provide opportunities for learning. Following a pilot in three secondary schools it is anticipated the Secondary School Library Service will be redesigned. There is likely to be a reduction in FTE. The Council's HR Policies and Procedures will be utilised to manage and mitigate any staffing changes/reductions.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact,</i>
		No	Possible	Possible	

	<b>Impact</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<i>please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)			X	May be reduced support to pupils who use the library facility as a study / quiet area.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the	X			

non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	A group of qualified librarian staff will require to be redeployed.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age</b>	<b>An alternative facility will be made available for students.</b>
	<b>Employees</b>	<b>The Councils HR Policies and Procedures will be utilised to manage any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my	<b>X</b>

	answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	12/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Central Schools Review (delivery of £476,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Education Service
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	This review has identified an opportunity to review all centrally funded budgets as practice has developed in a number of areas affecting allocations to key projects eg links to the Pupil Equity Fund allocation. Centrally funded training, continuing professional development (CPD) spend and other discretionary spend will be reviewed in line with expenditure forecasts for 2017/18.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the</i>

					<i>extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	x				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> )	X				



discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X		Use of Pupil Equity Funding enables a more targeted approach to addressing issues of inequality.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age</b>	<b>Longer term funding from the Pupil Equity Fund will be used to mitigate the impact of reductions in deprivation funding.</b>
	<b>Employees</b>	<b>The reduction in funding to schools may result in a number of staff being redeployed. The Councils HR policies and procedures will be used to manage any staffing changes.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>X</b>

	proposal is progressed.		
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.		
<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	12/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of Additional Support Needs (ASN) Transport Provision (delivery of £200,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Education Service
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	All transport provided for ASN needs will be reviewed which may result in less use of private taxi services and there may be a reduction in special escort posts. The reduction in FTE is unquantified at this stage.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	N	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Y	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	N	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact,</i>
		No	Possible	Possible	

	<b>Impact</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<i>please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			x	Children with Special Needs could be impacted by this proposal. (see mitigation below)
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the	X			

non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			x	The provision of Escorts will be reviewed as part of the work to deliver this saving.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Disability</b>	<b>Each case will be reviewed individually and actions put in place to mitigate and negate impact where possible.</b>
	<b>Employees</b>	<b>The Councils HR policies and procedures will be used to manage any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my	<b>X</b>

	answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	
<b>Completed By</b>		
Name	Donna Manson	Service Area. CYP
Post	Service Director – Children & Young People	Date 17/01/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Reduce External Placements – Children & Families Social Work (delivery of £400,000 saving in 2018/19 and 2019/20)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Children & Young People’s Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	With a focus on preventative action, external placements will be reviewed to determine what placements could be delivered locally. There will be increased vigilance in processes around external placements with the introduction of a more robust approval process.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>			
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)			
	<b>Duty</b>	<b>Yes/No</b>		
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	N		
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Y		
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	N		

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	

					<i>negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		X	X		Young People will be impacted by the reduction in external placements.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b>	X				



against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age</b>	<b>Young people will be impacted by the move to retain some of those currently externally placed and keep them in the community. This could have a negative impact on some and a positive impact on others depending on circumstances.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my	<b>x</b>

	answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	15/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of Children & Families Social Work Service (delivery of £100,000 saving)
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Children & Young People’s Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	A number of themes are being developed with savings proposals developed within the themes. It is unlikely there will be a significant impact on service delivery and preventative action will remain as a deliverable. Any reduction in FTE is unknown at this stage.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	N	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	N	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Y	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be.</i>
		No Impact	Possible Positive	Possible Negative	

			Impact	Impact	Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>
<b>Age</b> (Older or younger people or a specific age grouping)	N				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	N				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	N				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	N				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	N				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	N				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	N				

	protection against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	N			
	<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	N			
	<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	N			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)			N	There may be a reduction in overall employee numbers to deliver this saving

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	<b>The councils HR policies and procedures will be utilised to manage any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>X</b>

	proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	18/01/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Reduce the use of agency staff creating efficiencies.
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Children & Young People’s Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	The reduced use of agency staff will enable delivery of this saving with minimal impact on service delivery. Reduction of 1.0 FTE. The Council’s HR Policies and Procedures will be utilised to manage and mitigate any staffing changes.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	N	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	N	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Y	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be.</i>
		<b>No Impact</b>	<b>Possible Positive</b>	<b>Possible Negative</b>	

			Impact	Impact	Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>
<b>Age</b> (Older or younger people or a specific age grouping)	N				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	N				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	N				
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	N				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	N				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	N				
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	N				



	protection against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	N			
	<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	N			
	<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	N			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)			N	There will be a reduced use of supply staff.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	<b>The Councils HR Policies and Procedures will be utilised to manage any impact on staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>X</b>

	proposal is progressed.		
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.		
<b>Completed By</b>			
Name	Donn Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	18/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Review of Community Learning & Development Service (Adults & Youth) (delivery of £50,000 saving).
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Children & Young People’s Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Service is to be realigned to deliver support for targeted and vulnerable groups with staff deployed across priority areas to meet service demands. There may be change in service provision in some localities.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	N	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	N	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Y	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact,</i>
		No	Possible	Possible	

	<b>Impact</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<i>please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status:</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the	X			

non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty:</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Staff will be required to be more flexible in response to locality demands.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	<b>The Councils HR policies and procedures will be utilised to manage the impact of any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers	<b>x</b>

	so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Donna Manson	Service Area.	CYP
Post	Service Director – Children & Young People	Date	15/01/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Performance Team: Grade 8 to Modern Apprentice (MA) and Democratic Services vacancy
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Customer and Communities 1. Democratic Service 2. Performance, Policy, Planning
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	1. Remove current Grade 8 vacancy 2. Move from Grade 8 to MA
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes- young people	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be.</i>
		<b>No Impact</b>	<b>Possible Positive</b>	<b>Possible Negative</b>	

			<b>Impact</b>	<b>Impact</b>	<i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
			X	X	The MA will only be open to young people
<b>Age</b> (Older or younger people or a specific age grouping)					
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context,	X				



	<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
	<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
	<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	There may be an impact within both services on capacity and on other employees who have to take on more work or be involved with training/re-training

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Employees</b>	Any restructure will be done in conjunction and in accordance with SBC HR Policy, which involves the consideration of any equalities impact.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	<b>X</b>

	proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>				
Name	Jenny Wilkinson;	Sarah Watters	Service Area.	Customer and Communities
Post	Clerk to Council;	Policy Performance and Planning	Date	16/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Integrated Customer Services Model
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Customer and Communities (Customer Services)
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p><b>Background</b></p> <p>Scottish Borders Council is looking at alternative ways to structure services and service delivery to enable more focused, cost-effective services with more opportunities to generate income. This will include Limited Liability Partnerships (LLPs) and joint ventures where appropriate. This will also include a review of the welfare and debt advice provided by the Citizens Advice Bureaux.</p> <p>As part of the overall consideration of service delivery models it has been proposed that there will be an integration of Customer Services, Welfare Benefits Service and Homelessness Services under a single management structure based on a review of the individual areas which identified opportunities for streamlining including consolidation of roles and responsibilities. (The proposal was subsequently agreed resulting in a 4 FTE reduction)</p> <p><b>Objectives</b></p> <p>Realise financial benefits identified as part of the move to an integrated service delivery model.</p> <p>Realise benefits from operational delivery to the citizens of the Scottish Borders from a move to the integrated models.</p>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<p><b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i></p>	Yes
	<p><b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i></p>	Yes

<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes
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<b>5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
	<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
<b>Age</b> (Older or younger people or a specific age grouping)		x	x	There will be a negative impact from reduced numbers of officers in some areas. This will be partially mitigated by self service improvements, better triage and processes and electronic record keeping reducing caseload and administrative work. Positive impact from integrated service model due to more streamlined, improved, joined up service delivery with easier customer access for advice with knowledge spread across more customer facing and staff providing expert support to the Service.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x	x	There will be a negative impact from reduced numbers of officers in some areas. This will be partially mitigated by self service improvements, better triage and processes and electronic record keeping reducing caseload and administrative work. There will be positive impact from the integrated service model due to more streamlined, improved, joined up service delivery with easier access. Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby focussing on core duties. Changes in staff will be partially mitigated by self service improvements, better triage and processes and electronic record keeping
<b>Gender</b> (Males, Females, Transgender or Transsexual		x		There should be no specific impact on this group other than positive impacts from greater ease of access to a more streamlined unified set of services with easier access and

people)				clearer help. Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby allowing a focus on core duties.
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)		x		There should be no specific impact on this group other than positive impacts from greater ease of access to a more streamlined unified set of services with easier access and clearer help. Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby allowing a focus on core duties.
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)		x		There should be no specific impact on this group other than positive impacts from greater ease of access to a more streamlined unified set of services with easier access and clearer help. Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby allowing a focus on core duties
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual		x		There should be no specific impact on this group other than positive impacts from greater ease of access to a more streamlined unified set of services with easier access and clearer help. Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby allowing a focus on core duties.

<p><b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)</p>		x		<p>There should be no specific impact on this group other than positive impacts from greater ease of access to a more streamlined unified set of services with easier access and clearer help.</p> <p>Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby allowing a focus on core duties.</p>
<p><b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)</p>		x	X	<p>There will be a negative impact from reduced numbers of officers in some areas. This will be partially mitigated by self service improvements, better triage and processes, electronic record keeping, reducing caseload and administrative work.</p> <p>Positive impact from the integrated service model due to more streamlined, improved, joined up service with easier access.</p> <p>CAB deal with clients who are on low income and therefore could potentially be impacted by any changes to the service delivery contract. Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate dispersed duties thereby creating a focus on core duties. Also greater self service information and options will be developed. This will further mitigate negative impacts from staffing changes i.e. partially mitigation by self service improvements, better triage and processes and electronic record keeping</p>
<p><b>Employees</b> (those employed by the Council including full time, part time and temporary)</p>			X	<p>Employees- morale/stress during restructure (-ve). Staff and Trades Unions have been/are being consulted. Changes in staff will be partially mitigated by self service improvements, better triage and processes and electronic record keeping and consolidation of duties to focus on core roles. Redistribution of some duties to supporting areas will reduce workload to posts affected by reductions</p>

6.	<p><b>Mitigation</b></p> <p>Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b></p>	
	<p><b>Characteristic</b></p>	<p><b>Mitigation</b></p>
	<p><b>Employees</b></p>	<p>Communication has been improved during the review.</p>
	<p><b>Poverty</b></p>	<p>Changes in staffing will be mitigated by reallocation of resources/duties,</p>

	additional self service and information options, improved triage and internal processes and the introduction of electronic record keeping. Changes in duties for officers will allow focus on core duties i.e. the redistribution of some duties to supporting areas will reduce workload in posts affected by reductions. The new CAS service will liaise with CAB in exploring changes and efficiencies which may be possible through process revisions, use of technology, sharing of technology etc.to reduce the impacts.
<b>Age &amp; Disability</b>	Changes in staffing will be mitigated by reallocation of resources/duties, additional self service and information options, improved triage and internal processes and the introduction of electronic record keeping. Changes in duties for officers will allow focus on core duties i.e. the redistribution of some duties to supporting areas will reduce workload in posts affected by reductions

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>x</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Les Grant	Service Area.	Customer Services
Post	Customer Services Manager	Date	5/2/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Democratic Services Vacancy / Planning Phase 2 staffing reductions at Grade 10 & 11
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Planning intend to restructure the Building Standards and Built and Natural Heritage teams losing a Grade 10 and Grade 11 post to be replaced with a more junior post as part of a service restructure.
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Two staff members would take retirement if ERVS is made available. This will allow cashable savings to be made as the services are restructured.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		No Impact	Possible Positive Impact	Possible Negative Impact	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>



<b>Age</b> (Older or younger people or a specific age grouping)		X	X		The MA position to be created will only be open to young people
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X				
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X				

<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	X	There may be an impact within the service as it is restructured. Should create opportunities for some employees within the service.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	Age	Opportunities will be created for modern apprentices.
	Employees	Any restructure will be done in conjunction and in accordance with SBC HR Policy, which involves the consideration of any equalities impact.

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Brian Frater	Service Area.	Regulatory Services
Post	Director	Date	29/1/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Procurement savings across all departments
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Finance, IT & Procurement
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Ongoing efficiencies through Procurement activity
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).</p>				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or younger people or	X			

a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy &amp; Maternity:</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation,</b> e.g.	X			

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
		N/A

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Kathryn Dickson	Service Area.	Procurement & Payment Services

Post	Procurement & Payment Services	Date	23.01.18
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**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal</b>	Regulated Bus Fares
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Passenger Transport
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	Seek to increase fee income in line with the regulated increases granted to First Bus. This is aimed at maintaining fares consistency and to meet Council agreed future income targets.
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*(Please enter a full description of your proposal)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	<b>No</b>	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	<b>Yes</b>	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	<b>Yes</b>	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
	<b>Age</b> (Older or younger people or a specific age grouping)			x	The increase in bus fares will impact those not eligible for a free bus pass most.
	<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability,			x	The increase could impact those with a disability adversely



visible/invisible, progressive or recurring				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)			X	
<b>Employees</b> (those employed by the			X	

Council including full time, part time and temporary)				
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6.	<b>Negative Impact</b>	
	Where you have identified a potential negative impact, please detail what you perceive this to be. Please state the equality characteristic/s potentially negatively affected and explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Explanation</b>
	<b>Age</b>	<b>All age groups will be considered as part of the review</b>
	<b>Poverty</b>	<b>Support and direction will be given to sign-post clients in need of financial advice.</b>
	<b>Employees</b>	<b>The Councils HR policies will be utilised to manage any impact on staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I could provide evidence to support my answers if asked.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment be conducted if the proposal is accepted.	
	<b>Not Certain</b> – further assessment is recommended if proposal is accepted.	

<b>Completed By</b>			
Name	Tim Stephenson	Dept.	Passenger Transport
Post	PT Manager	Date	19-01-18

For your records, please keep a copy of this Equality Impact Assessment form and send an electronic copy to the finance team so they can include it with your budget proposal.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal:</b>	Transport Review Savings
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Regulatory Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Review of bus routes, subsidies paid to operators and service usage in order to rationalise future service provision.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)			X	Younger and older people are more likely to use public transport
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring			X	Impact on those who have been refused a driving license or are unable to obtain a driving license due to their disability to access services.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			No evidence identified at this stage as to direct positive or negative effect on this group of rationalise subsidised bus service provision.
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			No evidence identified at this stage as to direct positive or negative effect on this group of rationalise subsidised bus service provision.
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			No evidence identified at this stage as to direct positive or negative effect on this group of rationalise subsidised bus service provision.
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			No evidence identified at this stage as to direct positive or negative effect on this group of rationalise subsidised bus service provision.
<b>Sexual</b>	X			No evidence identified at this stage as to

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				direct positive or negative effect on this group of rationalise subsidised bus service provision.
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			No evidence identified at this stage as to direct positive or negative effect on this group of rationalise subsidised bus service provision.
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)			X	Bus travel is an essential mode of transport, often the only transport mode, for many on low incomes and for job seekers.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)			X	Some people rely on bus travel as their only means to get to and from their place of work.

6.	<b>Mitigation</b>	
Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>		
<b>Characteristic</b>	<b>Mitigation</b>	
<b>Age / Disability / Poverty / Employees</b>	The redesigned service seeks to provide an increased network of publicly available facilities via alternative means, this should enhance the overall accessibility of facilities, however there may be instances where travelling people need to use facilities that may no longer be provided or free to use. This could be mitigated by temporary provision of facilities as needed.	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is	

	progressed.	
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Completed By			
Name	Tim Stephenson	Service Area.	Regulatory Services
Post	Passenger Transport Manager	Date	15/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Stage 1 Equality Impact Assessment – Start Up

1.	<b>Title of Proposal</b>	Review of Regulatory Service Directorate
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*(Please enter the title or reference for your proposal)*

2.	<b>Department</b>	Regulatory Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description</b>	Review of Service Directorate following addition of Housing Services, Audit & Risk and Wellbeing & Safety functions to the core Regulatory Services Directorate established in 2014. This will also encompass Phase 2 of the Planning and Related Services review Phase 1 of which was completed in early 2015.
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*(Please enter a full description of your proposal)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	<b>No</b>	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	<b>No</b>	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	<b>Yes</b>	

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?</b>          (Please x all that apply).</p>			
	<b>Equality Characteristic</b>	<b>Impact</b>		
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>
	<b>Description</b>			
	<b>Age</b> (Older or younger people or a specific age grouping)	<b>X</b>		
	<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible,	<b>X</b>		

progressive or recurring				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Pregnancy and Maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)				
<b>Employees</b> (those employed by the Council including full time, part time and			x	<b>Potential reduction in employees.</b>



temporary)				
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6.	<b>Negative Impact</b>	
	Where you have identified a potential negative impact, please detail what you perceive this to be. Please state the equality characteristic/s potentially negatively affected and explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Explanation</b>
	<b>Employees</b>	<b>The Councils HR policies will be used to manage any staffing changes / reductions.</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I could provide evidence to support my answers if asked.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment be conducted if the proposal is accepted.	
	<b>Not Certain</b> – further assessment is recommended if proposal is accepted.	

<b>Completed By</b>			
Name	Brian Frater	Dept.	Regulatory Services
Post	Service Director Regulatory Services	Date	13-1-2018

For your records, please keep a copy of this Equality Impact Assessment form and send an electronic copy to the finance team so they can include it with your budget proposal.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C37 : Plant &amp; Vehicle Replacement – P&amp;V Fund</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Other</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Purchase of new and replacement vehicles and plant required to deliver Council services, fully funded from the Plant and Vehicle Replacement Fund
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	no	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	no	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	no	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or	✓			

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	✓			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	✓			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	✓			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	✓			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	✓			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay,	✓			

Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	✓			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	✓			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	John Martin	Service Area.	Fleet Management

Post	Fleet Manager	Date	23/01/2018
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**This assessment should be presented to those making a decision about the progression of your proposal.**

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C36 : Waste Collection Vehicles – Non P&amp;V Fund</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Other</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Provision of new waste collection vehicles to replace items in excess of their economic life
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	no	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	✓			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	✓			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	✓			
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	✓			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	✓			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	✓			
<b>Sexual Orientation</b> , e.g.	✓			

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	✓			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	✓			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**



Name	John Martin	Service Area.	Fleet Management
Post	Fleet Manager	Date	23/01/2018

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C11 : Hawick Flood Protection</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Flood and Coastal Protection Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Delivery of 1 in 75 flood defences on the River Teviot in Hawick by 2022
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	NO	
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	Yes	
	<b>Foster good relations? (Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</b>	Yes	

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).</p>				
	<b>Equality Characteristics and associated themes</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
			✓		<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or				This will protect the community from

younger people or a specific age grouping)				frequency low level flood events and help Hawick residents and business obtain property level insurance. The design will incorporate all good practice and DDA.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		✓		This will protect the community from frequency low level flood events and help Hawick residents and business obtain property level insurance. The design will incorporate all good practice and DDA.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	✓			NA
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	✓			NA
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	✓			NA
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			NA
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	✓			NA
<b>Sexual Orientation</b> , e.g.	✓			NA

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓			NA
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		✓		This will protect the community from frequency low level flood events and help Hawick residents and business obtain property level insurance.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	✓			NA

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**

Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Management Team Leader	Date	18/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C19 : Energy Efficiency Works</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Land and Property Infrastructure Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Investing in spend to save initiatives to deliver agreed financial plan savings in utility costs.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	NO	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	NO	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	X			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation</b> , e.g.	X			

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		x		

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**



Name	S Mawson	Service Area.	A & I
Post	Property Services Manager	Date	18/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.

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## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C4 : A72 Dirtpot Corner – Road Safety Works</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	<b>Road &amp; Transport Infrastructure</b>
	<b>Department:</b>	<b>Place</b>

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>A72 Dirtpot Corner Road Safety Works is a road improvement scheme required to address the restricted carriageway and verge width at a well-known accident site on the A72;</p> <p>The objective of any scheme at this location is to:</p> <ul style="list-style-type: none"> <li>• Provide a carriageway configuration that is fit for purpose</li> <li>• Improve safety and reduce accident incidences</li> <li>• Reduce potential for road closures at this location</li> <li>• Reduce on-going maintenance burden at corner</li> <li>• Improve level of service offered by this section of the route</li> </ul>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>          (Please x all that apply).</p>
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Equality Characteristics	Impact			Description <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
	No Impact	Possible Positive Impact	Possible Negative Impact	
<b>Age</b> (Older or younger people or a specific age grouping)		X		Improved road configuration at the corner making it safer to negotiate
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		Improved road configuration at the corner making it safer to negotiate
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X		Improved road configuration at the corner making it safer to negotiate
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants)		X		Improved road configuration at the corner making it safer to negotiate

	and asylum seekers)			
	<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X		Improved road configuration at the corner making it safer to negotiate
	<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X		Improved road configuration at the corner making it safer to negotiate
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X		Improved road configuration at the corner making it safer to negotiate
	<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X		Improved road configuration at the corner making it safer to negotiate
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X		Improved road configuration at the corner making it safer to negotiate

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>N/A</b>	<b>N/A</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	

	proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Paul Frankland	Service Area.	Capital Projects
Post	Engineering Design Manager	Date	12 January 2018

**This assessment should be presented to those making a decision about the progression of your proposal. If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C6 : Innerleithen – Walkerburn – shared access route</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Road &amp; Transport Infrastructure Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Shared Access Path between the communities of Walkerburn and Innerleithen – Links to the existing Peebles to Innerleithen Shared Access Path
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the</i></p>

				<i>extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		x		Encourages older people to get active on a level surface
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x		Encourages people to experience the outdoors
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	x			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists	x			

and those with no aligned belief)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	x			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		x		Enhanced safer access between the settlements of Walkerburn and Innerleithen
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		x		Enhanced safer access between the settlements of Walkerburn and Innerleithen

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	



<b>Completed By</b>			
Name	Graeme Johnstone	Service Area.	Place
Post	Lead Officer Access and Transport	Date	18/1/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	C9 : Peebles Bridge
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	Road & Transport Infrastructure
	<b>Department:</b>	Place

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	New road bridge for Peebles
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	Yes	
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	Yes	
	<b>Foster good relations? (Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</b>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or		x		

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay,	X			

Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		x		Potentially enhanced access to employment
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		x		Potentially enhanced access to employment

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Graeme Johnstone	Service Area.	Place

Post	Lead Officer Access and Transport	Date	18/1/18
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**This assessment should be presented to those making a decision about the progression of your proposal.**

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For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C8 : Reston Station Contribution</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Road &amp; Transport Infrastructure Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	New rail station on the East Coast Main Line in the village of Reston
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	Yes	
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	Yes	
	<b>Foster good relations? (Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</b>	Yes	

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).</p>				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or		x		Enhanced mobility options for older people

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x		Potentially more opportunities for disabled people to access services
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	x			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	x			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay,	x			

Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		x		Potentially better access opportunities
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		x		Enhanced access to the employment market and services
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		x		Enhanced access to the employment market and services

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>x</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**



Name	Graeme Johnstone	Service Area.	Place
Post	Lead Officer Access and Transport	Date	18/1/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C7 : Union Chain Bridge</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	<b>Road &amp; Transport Infrastructure</b>
	<b>Department:</b>	<b>Place</b>

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	In partnership with Northumberland County Council, the delivery of the UCB refurbishment with Heritage Lottery Fund support.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes – Help sustain infrastructure connections that the UCB provides between Scotland and England	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes – Help sustain infrastructure connections that the UCB provides between Scotland and England	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>

<b>Age</b> (Older or younger people or a specific age grouping)		✓		Help sustain infrastructure connections that the UCB provides between Scotland and England
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		✓		Help sustain infrastructure connections that the UCB provides between Scotland and England
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	✓			NA
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	✓			NA
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	✓			NA
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			NA
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	✓			NA
<b>Sexual Orientation,</b> e.g.	✓			NA

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓			NA
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		✓		Help sustain infrastructure connections that the UCB provides between Scotland and England
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	✓			NA

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**

Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Management Team Leader	Date	18/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

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## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C12 : Easter Langlee Cell Provision</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Waste Management Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	To incrementally cap Easter Langlee Landfill Site, and prepare the site for closure in 2017-2018.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	x				
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	x				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	x				
<b>Sexual</b>	x				

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	x			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>x</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

**Completed By**



Name	Maggie Cripps	Service Area.	Waste Services
Post	Waste Treatment Manager	Date	17/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.

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## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C14 : Easter Langlee Leachate Management Facility</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Waste Management Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Implementation of a solution to deal with Leachate at Easter Langlee that protects the environment and provides a value for money solution for the authority.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>                  (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	No	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	No	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></p>

<b>Age</b> (Older or younger people or a specific age grouping)	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no	✓			N/A – there is no public interface with this element of the Councils operations. The Council's operative that deal with this aspect are fully risk assessed and appropriate method statements in place.

aligned belief)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	✓			N/A – there is no public interface with this element of the Councils operations. The Council’s operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓			N/A – there is no public interface with this element of the Councils operations. The Council’s operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	✓			N/A – there is no public interface with this element of the Councils operations. The Council’s operative that deal with this aspect are fully risk assessed and appropriate method statements in place.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	✓			N/A –The Council’s operative that deal with this aspect are fully risk assessed and appropriate method statements in place.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don’t have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Ewan Doyle	Service Area.	Major Projects
Post	Project management Team Leader	Date	18/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

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## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C16 : New Easter Langlee Waste Transfer Station</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	<b>Waste Management</b>
	<b>Department:</b>	<b>Place</b>

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>Establish a new fit for purpose Waste Transfer Station to deal with current and future waste stream in the Galashiels (Ettrick and Lauderdale).</p> <p>Future proof the design so that it is modular and can be expanded in the future to incorporate a mechanical treatment solution for all of the waste generated in the Scottish Borders</p>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	NO	
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	NO	
	<b>Foster good relations? (Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</b>	NO	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially</i>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	

					<i>negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)	X				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X				
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X				
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X				
<b>People with Religious or other</b>	X				

	<b>Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)				
	<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
	<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	



	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	
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<b>Completed By</b>			
Name	Chris Virtue (Turner & Townsend)	Service Area.	Major Project
Post	Senior Project Manager	Date	17/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C13 : Waste Containers</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Waste Management Place</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Renew and replace household waste containers.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	YES	
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	YES	
	<b>Foster good relations? (Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</b>	YES	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
	Age (Older or	X			

younger people or a specific age grouping)				
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay,	X			

Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X		
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X		

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	R Sharp-Dent	Service Area.	

Post	Waste Services Manager	Date	18/01/18
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**This assessment should be presented to those making a decision about the progression of your proposal.**

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C33 : IT Projects – pre CGI Contract</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Corporate Transformation &amp; Services</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<b>Completion of ongoing IT minor capital projects outwith the CGI contract</b>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	No	
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	Yes	
	<b>Foster good relations? (Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</b>	Yes	

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).</p>				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	<b>Age (Older or younger people or</b>		√		

a specific age grouping)				New apprenticeship opportunities being created
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	√			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	√			
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	√			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)		√		Potential community benefits still to be identified
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	√			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	x			
<b>Sexual Orientation</b> , e.g.		x		Potential community benefits still to be identified

Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		√		Potential community benefits still to be identified
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		√		Potential community benefits still to be identified
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		√		Potential new apprenticeship opportunities still to be defined Potential greater career and training opportunities for existing staff

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	N/A	N/A

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	√
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Bill Edwards	Service	Corporate Transformation



		Area.	
Post	ICT Programme Manager	Date	11/01/18

**This assessment should be presented to those making a decision about the progression of your proposal. If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	Jedburgh Learning Campus
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	School Estate Children and Young People
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>This Project addresses suitability issues at Jedburgh to meet the requirements of Curriculum For Excellence and issues with the current accommodation provision of the current primary and secondary schools.</p> <p>The key strategic objectives for this project are:</p> <ul style="list-style-type: none"> <li>Improving attainment and achievement levels for all our children and young people, both within and out with the formal curriculum.</li> <li>Providing high quality support, care and protection to children, young people, adults, families, and older people.</li> <li>Building the capacity and resilience of our communities and voluntary sector.</li> <li>Developing our assets and resources.</li> <li>Creating a sports hub in each High School catchment area.</li> </ul>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes

5 Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ).				
Equality Characteristic	Impact			Description
	No Impact	Possible Positive Impact	Possible Negative Impact	<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i>
Age (Older or younger people or a specific age grouping)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on younger people.
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people affected by disability.
Gender (Males, Females, Transgender or Transsexual people)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people affected by gender issues.
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
Pregnancy or maternity  (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving		X		Providing a modern / fit-for-purpose building will have a positive impact for those in this group

	birth)			
	<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X		
	<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)		X	The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building is considered to have a potential positive impact on People with Religious or other Beliefs.
	<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual		X	The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building is considered to have a potential positive impact on Sexual Orientation Groups.
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		X	The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people with Carer Responsibilities.
	<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X	The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building is considered to have a potential positive impact on groups affected by Poverty.
	<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people employed by the Council.
6	<b>Mitigation</b>			
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>			
	<b>Characteristic</b>	<b>Mitigation</b>		
7	<b>How certain are you of the answers you have given?</b>			

	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Steven Renwick	Service Area.	Major Projects
Post	Projects Manager	Date	

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C30 : Jedburgh 3G Synthetic Pitch</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Chief Executive, Sports Facility Infrastructure</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<b>Delivery of a 3G synthetic pitch within Jedburgh.</b>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<p><b>Relevance to the Equality Duty.</b></p> <p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%; text-align: center;">Duty</th> <th style="width: 30%; text-align: center;">Yes/No</th> </tr> </thead> <tbody> <tr> <td><b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i></td> <td style="text-align: center;">Yes</td> </tr> <tr> <td><b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i></td> <td style="text-align: center;">Yes</td> </tr> <tr> <td><b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i></td> <td style="text-align: center;">Yes</td> </tr> </tbody> </table>			Duty	Yes/No	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes
Duty	Yes/No										
<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes										
<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes										
<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes										

5.	<p><b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Equality Characteristic</th> <th colspan="3" style="width: 30%;">Impact</th> <th rowspan="2" style="width: 45%;">Description</th> </tr> <tr> <th style="width: 10%;">No Impact</th> <th style="width: 10%;">Possible Positive Impact</th> <th style="width: 10%;">Possible Negative Impact</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td><i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i></td> </tr> <tr> <td><b>Age</b> (Older or younger people or a specific age grouping)</td> <td></td> <td style="text-align: center;">X</td> <td></td> <td>The facility will be open for use by all age groups helping to foster team play and fitness.</td> </tr> <tr> <td><b>Disability</b> e.g.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Equality Characteristic	Impact			Description	No Impact	Possible Positive Impact	Possible Negative Impact					<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>	<b>Age</b> (Older or younger people or a specific age grouping)		X		The facility will be open for use by all age groups helping to foster team play and fitness.	<b>Disability</b> e.g.				
Equality Characteristic	Impact			Description																							
	No Impact	Possible Positive Impact	Possible Negative Impact																								
				<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>																							
<b>Age</b> (Older or younger people or a specific age grouping)		X		The facility will be open for use by all age groups helping to foster team play and fitness.																							
<b>Disability</b> e.g.																											

	Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		The facility will be available for use by people with various forms of disability. The only disability not catered for will be those people who require the use of a wheelchair as the pitch surface is not suitable for wheelchairs.
	<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X		An accessible changing facility will be included as part of the proposed designs for those individuals that may wish to utilise such an area.
	<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			
	<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
	<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
	<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
	<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
	<b>Carers</b> (those who have caring responsibilities for	X			

someone with an equality Characteristic)				
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc.)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Manager	Date	02/08/15



## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C22 : School Estate Review</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b>	School Estate
	<b>Department:</b>	People

*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>This is an ambitious large scale 10 year project which would significantly improve the school estate to match current and future demand. The project may include refurbishment of Galashiels Academy and St Peter's Primary School. There may also be an option to consolidate Balmoral and St Margarets Primary Schools on one site. The internal and external environment will be improved to better meet the requirements of Curriculum For Excellence and the requirements of the Children &amp; Young People's Act (2014) within Early Years and Childcare. In addition, the project will ensure that the schools can meet the increased demand predicted through an increase in the local population over the 10 year period and capacity will be built into the system to meet future demand. Consideration will also be given to new build on a "Campus" based approach.</p> <p>The key strategic objectives for this project are:</p> <p>To provide sufficient pupil places to match current demand and, through school roll forecasts, to meet future demands as identified through the Local Plan</p> <p>To enable the target schools within the Borders area to be better able to meet the demands of Curriculum for Excellence and the Children &amp; Young People's Act (2014)</p> <p>To provide an improved built environment that supports learning, achievement and attainment for children and young people</p> <p>To contribute towards the strategic national outcomes outlined below and ensure all children and young people within the target schools are educated in environments that are "fit for purpose" in terms of condition, suitability and sufficiency</p> <p>To identify solutions that are technically sound and the most fit for purpose and flexible for the long term, providing options for remodelling of service delivery in line with the Business Transformation Programme</p> <p>To ensure the solutions are environmentally acceptable and sustainable for both the school community and the Council with reduced energy use compared with current rates</p> <p>To ensure the solutions represent the best value for money and are</p>
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	financially sustainable.
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(Please enter a full description of your proposal including its aims and objectives)

4.	<b>Relevance to the Equality Duty.</b>	
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).			
	<b>Equality Characteristic</b>	<b>Impact</b>		<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	
	<b>Age</b> (Older or younger people or a specific age grouping)		X	
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people affected by disability.

recurring				
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people affected by gender issues.
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b>  (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)		X		Providing a modern / fit-for-purpose building will have a positive impact for those in this group
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building is considered to have a potential positive impact on People with Religious or other Beliefs.

<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building is considered to have a potential positive impact on Sexual Orientation Groups.
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people with Carer Responsibilities.
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building is considered to have a potential positive impact on groups affected by Poverty.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X		The project aims to improve the Council's older buildings that do not provide a condition or capacity that is of acceptable standard. Providing a modern / fit-for-purpose building will have a positive impact on people employed by the Council.

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Steven Renwick	Service Area.	Capital Projects
Post	Projects Manager	Date	27/07/2015

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C26 : Jim Clark Museum</b>
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2.	<b>Service Area: Department:</b>	Corporate Transformation and Services: Cultural Services
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3.	<b>Description:</b>	<p>A capital project to convert and extend 44 Newtown St Duns into a new museum. The capital work is planned for 2017-18 and is to be supported by an additional revenue project from 2017-21. The project as currently proposed is dependent on additional external funding</p> <p>The proposed new attraction will have universal appeal but will particularly draw visitors from six main sectors:</p> <ol style="list-style-type: none"> <li>1. Local market;</li> <li>2. Day visitor market;</li> <li>3. Tourists;</li> <li>4. Motor racing enthusiasts;</li> <li>5. International audience of motorsport enthusiasts;</li> <li>6. Education Groups.</li> </ol> <p>The proposals include integrating the large adjacent garage into the new museum as a display area for cars, creating significant additional space for expanded displays, developing a full retail area, an audio visual area meeting space and staff accommodation. When complete the integrated building will have a very visible presence in the townscape and create a fitting new home for the Jim Clark collections</p>
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4.	<b>Relevance to the Equality Duty.</b>	
	<b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b>	No
	<b>Promotion of equality of opportunity?</b>	No
	<b>Foster good relations?</b>	Yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b>
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Equality Characteristic	Impact			Description
	No Impact	Possible Positive Impact	Possible Negative Impact	
				<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		x		Younger people - improved engagement in and access to the subject, learning and training opportunities Older – improved engagement in and access to the subject and to a range of volunteering opportunities
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x		Improved access and improved engagement with the subject, and to a range of volunteering opportunities
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		x		Widen scope of attraction across genders
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			No specific additional impact
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	X			No specific impact
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment)	x			No specific impact

context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			No specific additional impact
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			No specific additional impact
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			No specific additional impact
<b>Poverty</b> (People who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc.)	X			No specific impact
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			No specific impact

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
		<b>No negative impacts are foreseen</b>

7.	<b>How certain are you of the answers you have given?</b>
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	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	*
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Ian Brown	Service Area.	Cultural Services
Post	Cultural Services Manager	Date	9 November 2015

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C27 and C28 : Sir Walter Scott Courthouse</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Chief Executive
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>Development of Sir Walter Scott's Former Court House, a Category A listed property in the heart of the Market Place in Selkirk. The redevelopment of Sir Walter Scott's former Court House will make a major contribution to the regeneration of Selkirk town centre.</p> <p>The project is being developed in two distinct phases. The first phase is upgrading the external fabric of the building including repairing and replacing the most critical stonework. A separate PBC has been submitted to the Council's Capital programme for this which can also secure external funding from the Selkirk CARS (part funded by Historic Scotland).</p>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>			
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>			
	<b>Duty</b>	<b>Yes/No</b>		
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)</b>	No		
	<b>Promotion of equality of opportunity? (Could your proposal help or hinder the Council with this)</b>	Yes		
	<b>Foster good relations? (Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</b>	Yes		

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b> <i>Where you have identified a potential impact, please</i>
		No	Possible	Possible	

	<b>Impact</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<i>detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		X		The redevelopment activity and associated consultation to include assessment of needs for different age groups.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		Positive impacts designed into any physical works.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X		The redevelopment activity and associated consultation to include assessment of needs for different gender groups.
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including	X			

minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)				
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>
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	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	<b>X</b>
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Bryan McGrath	Service Area.	Economic Development
Post	Chief Officer Economic Development	Date	16 – 12 - 2015

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C34 : Great Tapestry of Scotland - Building</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Chief Executive Other Chief Executive</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Deliver a new building and the refurbishment of the Former Post Office in Channel street to create a home for the Great Tapestry of Scotland in Galashiels.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	No	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i>  <i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and recommend further investigation.</b></i></p>
	Age (Older or		✓		The building will be DDA compliant and will

younger people or a specific age grouping)				include disabled toilets and may contain changing Places The building will have a lift.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		✓		The building will be DDA compliant and will include disabled toilets and may contain changing Places The building will have a lift.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	✓			NA
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.	✓			NA
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),	✓			NA
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	✓			NA
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	✓			NA
<b>Sexual Orientation</b> , e.g. Lesbian, Gay,	✓			NA

Bisexual, Heterosexual				
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓			The building will be DDA compliant and will include disabled toilets and may contain changing Places The building will have a lift.
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		✓		New jobs will be created in this facility
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	✓			NA

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>



7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Management Team Leader	Date	18/01/17

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C31 : Central Borders Business Park – Phase 1</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area:</b> <b>Department:</b>	Economic Development Chief Executive
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>This project covers land that has been identified in the Local Plan as a site to provide attractive, high amenity, serviced employment land for sale and an office building, with the main criteria for the project being the creation of jobs. The Council owns this land (part was bought from Lowood Estate in 2014) but the project is planned to be led by Scottish Enterprise. We are in the process of agreeing the area that will be serviced and developed by SE. Development will be led by Scottish Enterprise but the Council needs to decide whether we sell them the land or use the land value as a contribution to a joint project.</p> <p>The aims and objectives are:</p> <ul style="list-style-type: none"> <li>• Enhancing the potential for job creation in the Scottish Borders</li> <li>• Creation of high quality employment locations next to Tweedbank Station</li> <li>• New land and premises to encourage businesses to grow and relocate.</li> <li>• New business investment in Scottish Borders Railway corridor.</li> <li>• New businesses are attracted to the Scottish Borders.</li> <li>• The economic development potential of the Borders Railway is maximized.</li> <li>• Development of a Class 4 office building</li> </ul>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<p><b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i></p>	<p>Yes. The project should help discrimination by making land or premises available to all equality groups and provide access to jobs created by the project.</p>
	<p><b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council</i></p>	<p>Yes. The proposal should help promote equality</p>

<i>with this)</i>	opportunities through providing access to created jobs.
<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	Yes. The proposal should help foster good relations with all groups having similar equality characteristics and all having access to jobs created.

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).		
<b>Equality Characteristics</b>	<b>Impact</b>		<b>Description</b>
	<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>
			<i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		x	
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x	
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		x	
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.		x	
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the		x	
			Groups of all working ages should be able to access employment opportunities.
			All new premises will require to be DDA compliant therefore providing no barriers to employment.
			All genders will have access to employment opportunities generated within the site.
			All potential employees, irrespective of marital status, will have access to employment opportunities generated within the site.
			The project provide employment opportunities and pregnant staff will be protected by Employment law.

non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),				
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)		x		All Race groups will have access to employment opportunities generated within the site.
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)		x		All potential employees, irrespective of religious belief, will have access to employment opportunities generated within the site.
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual		x		All potential employees, irrespective of sexual orientation, will have access to employment opportunities generated within the site.
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	x			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		x		Those people of low income, will have access to job opportunities created within the site, thereby providing potential to increase their income.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	x			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	<b>Age</b>	
	<b>Disability</b>	
	<b>Poverty</b>	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	✓
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Alister McDonald	Service Area.	Economic Development
Post	Principal Officer (Employment Infrastructure)	Date	19 January 2017

**This assessment should be presented to those making a decision about the progression of your proposal.**

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C32 : Newtown St Boswells Village Centre</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Economic Development Chief Executive</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>This project is seen as an initial development phase for the village centre regeneration. The financial contributions will allow for some initial design work and some small scale implementation activity in the village centre. It is anticipated that this will potentially lead to a wider programme of regeneration activity for the village centre.</p> <p>The project has not developed as per the original timescales due to the slowdown in the housing market and the general economic recession. In addition, there have been changes in ownership of two of the key sites – the southern expansion and the Auction Mart site in the Village Centre. The new owners of the Auction Mart site, Harrison &amp; Hetherington, have different aspirations from the previous owners and aim to invest and develop the existing Auction Mart on the current site as well as develop housing on the periphery of this site.</p> <p>The opening of the Borders Railway in 2015 and the continued lobbying for the extension of the Borders Railway southwards since then, has further implications for the overall development of the Village. The main pedestrian and car link between the existing Village and the Southern expansion site utilised the old Railway line and related bridge infrastructure.</p> <p>This has significant implications for the Village Centre proposals in the approved Newtown St Boswells Development Framework. Recognising this, in February 2016 the Council commissioned an update of the Village Centre Study from Bain Swan Architects, the author of the original report, which informed and was included as part of the Development Framework. The brief for the Study requested the consultant to consider the options of using the existing railway line route and alternative routes; the impact these options would have on the Village Centre and the wider village developments; and the impact of the revised Auction Mart proposals to develop and expand on their existing site. An updated version is expected in Sept/ Oct 2016. This will provide an updated context and options for future development of the Village centre and the village as a whole. Due to these uncertainties and various research having to be progressed, the overall timescale for the project has been pushed back.</p>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>          (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	no
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	yes

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
	<b>Equality Characteristics</b>	<b>Impact</b>		<b>Description</b> <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>	
		<b>No Impact</b>	<b>Possible Positive Impact</b>		<b>Possible Negative Impact</b>
	<b>Age</b> (Older or younger people or a specific age grouping)		X		Project will potentially deliver benefits to community as a whole. Consideration will be given to the needs of this user group at the appropriate design and constructions stages.
	<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		Project will potentially deliver benefits to community as a whole. Consideration will be given to the needs of this user group at the appropriate design and constructions stages.
	<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X			

<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)	X			
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)	X			
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	X			
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	X			



	<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			
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6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	<b>x</b>

<b>Completed By</b>			
Name	Julie Hogg	Service Area.	Economic Development
Post	Principal Officer Regeneration	Date	24/1/17

**This assessment should be presented to those making a decision about the progression of your proposal. If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.**

For your own records, please keep a copy of this Equality Impact Assessment form.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>C35 : Private Sector Housing Grant - Adaptations</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	Regulatory Services. Housing Strategy & Services
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	<p>The provision of mandatory statutory grant funding to assist the provision of major adaptation in private sector housing, following needs and priority assessment by Social Work Department Occupational Therapy staff.</p> <p>Providing high quality support, care and protection to children, young people, adults, families, and older people</p> <ul style="list-style-type: none"> <li>• People will be enabled to live independently with support where necessary</li> <li>• Possible reduction or removal of the need for a disabled person to receive community care or medical care, while giving that person the benefit of greater independence in their own home</li> <li>• Homelessness will be prevented through effective prevention and significant action</li> <li>• Borders people will have improved health and wellbeing</li> <li>• Children will grow up in a safe and homely environment</li> </ul>
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>	
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b> (If you believe that your proposal may have some relevance – however small please indicate yes)</p>	
	<b>Duty</b>	<b>Yes/No</b>
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes

5. <b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply ).				
Equality Characteristic	Impact			Description <i>Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. If you are unsure of the answer please state this and recommend further investigation.</i>
	No Impact	Possible Positive Impact	Possible Negative Impact	
<b>Age</b> (Older or younger people or a specific age grouping)		x		Grant assistance for disabled adaptations available for all ages to meet assessed and prioritised eligible need.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x		Grant assistance for disability related work to meet assessed and prioritised eligible need.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		x		Open to all assessed and prioritised eligible need
<b>Marital Status</b> Civil Partnership, Co-habiting, Divorced, Married, Separated & Single.		x		Open to all assessed and prioritised eligible need
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)		x		Open to all assessed and prioritised eligible need
<b>Race Groups:</b>		x		Open to all assessed and prioritised eligible

including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)				need
<b>People with Religious or other Beliefs:</b> different beliefs, customs (including atheists and those with no aligned belief)		x		Open to all assessed and prioritised eligible need
<b>Sexual Orientation,</b> e.g. Lesbian, Gay, Bisexual, Heterosexual		x		Open to all assessed and prioritised eligible need
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		x		Open to all assessed and prioritised eligible need
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		x		Open to all assessed and prioritised eligible need. Minimum grant levels of 80%. 80-100% means tested
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		x		Open to all assessed and prioritised eligible need

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>
	n/a	

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>x</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

<b>Completed By</b>			
Name	Gareth Knox	Service Area.	Housing Strategy and Services
Post	Assistant Private Sector Housing Grants Officer	Date	20/10/16

**This assessment should be presented to those making a decision about the progression of your proposal.**

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to [simone.doyle@scotborders.gov.uk](mailto:simone.doyle@scotborders.gov.uk) to publish on the webpage within 3 weeks of the decision.

## Capital Financial Plan - Equality Impact Assessment

1.	<b>Title of Proposal:</b>	<b>Residential Dementia Care</b>
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*(Please enter the title or reference for your proposal)*

2.	<b>Service Area: Department:</b>	<b>Health &amp; Social Care</b>
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*(Please enter the department/service area submitting the proposal)*

3.	<b>Description:</b>	Currently, there is limited specialist residential dementia care in the Borders with Craw Wood (Galashiels, Eildon Housing) now closed. Knowesouth Nursing Home (Jedburgh, Philips Care) provides residential care for people with 'dementia-related' conditions. The bid to the Capital Plan seeks funding to create a Council-owned residential dementia unit.
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*(Please enter a full description of your proposal including its aims and objectives)*

4.	<b>Relevance to the Equality Duty.</b>		
	<p><b>Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?</b>                  (If you believe that your proposal may have some relevance – however small please indicate yes)</p>		
	<b>Duty</b>	<b>Yes/No</b>	
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> <i>(Could your proposal discriminate? Or help eliminate discrimination?)</i>	Yes	
	<b>Promotion of equality of opportunity?</b> <i>(Could your proposal help or hinder the Council with this)</i>	Yes	
	<b>Foster good relations?</b> <i>(Could your proposal help or hinder the council's relationships with those who have equality characteristics?)</i>	Yes.	

5.	<b>Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?</b> (Please x all that apply).				
	<b>Equality Characteristic</b>	<b>Impact</b>			<b>Description</b>
		<b>No Impact</b>	<b>Possible Positive Impact</b>	<b>Possible Negative Impact</b>	
					<p><i>Where you have identified a potential impact, please detail what you perceive this to be.</i></p> <p><i>Where an equality characteristic is potentially negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer please state this and</b></i></p>

				<i>recommend further investigation.</i>
<b>Age</b> (Older or younger people or a specific age grouping)		X		Limited residential care may require individuals to be accommodated outwith the Borders area, away from their families and friends.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		Any new residential unit will not only meet the most up to date requirements for dementia care but will also be fully accessible.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		X		Any new residential unit will have modern bedroom and en-suite facilities
<b>Marital Status</b> Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
<b>Pregnancy or maternity</b> (refers to the period after the birth, and is linked to <b>maternity</b> leave in the employment context. In the non-work context, <b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth)		x		
<b>Race Groups:</b> including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
<b>People with Religious or other Beliefs:</b> different	X			

beliefs, customs (including atheists and those with no aligned belief)				
<b>Sexual Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		X		Where there is no specialist dementia facility, individuals are often placed in non-optimal accommodation (e.g.) care homes that are not set up to meet the requirements of dementia. This can be disruptive for other residents and difficult for staff/carers
<b>Poverty</b> (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X		The residential dementia unit will be charges at Council-rates. This may be more cost-effective than private provision.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.	<b>Mitigation</b>	
	Where you have identified a potential negative impact, please detail what mitigations will need to be put in place in order for your proposal to progress. <b>If you are unsure of the answer please state this and recommend further investigation.</b>	
	<b>Characteristic</b>	<b>Mitigation</b>

7.	<b>How certain are you of the answers you have given?</b>	
	<b>Answer</b>	<b>Tick One</b>
	<b>Certain</b> - I have populated the evidence base to support my answers.	<b>X</b>
	<b>Fairly Certain</b> – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the proposal is progressed.	



	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	
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<b>Completed By</b>			
Name	Graeme McMurdo	Service Area.	Health & Social Care
Post	Project Manager	Date	12/01/18

**This assessment should be presented to those making a decision about the progression of your proposal.**

**If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.**

For your records, pleas