

**BUDGET SAVINGS (2020/21): ASSESSING EQUALITY AND SOCIO-ECONOMIC
IMPACT**

1.0 EXECUTIVE SUMMARY

- 1.1 As a public authority, the Council has duties under the Equality Act 2010, the Public Sector Equality Duty 2011, the Fairer Scotland Duty (Part one of the Equality Act), and the Island (Scotland) Act 2018 to give due regard to their aims when making strategic financial decisions. We assess the potential impact of the decisions using the council's Equality and Socio-Economic Impact Assessment (EQSEIA) process.
- 1.2 This report outlines the work undertaken to ensure that due regard is given to equalities, islands and the Fairer Scotland Duty in the decision-making process relating to budget savings, and it presents a strategic EQSEIA for the savings programme to advise on overall impact.
- 1.3 There are no impacts identified through the EqSEIA process that show actual or potential unlawful discrimination.
- 1.4 This report has no direct financial implications but it provides information to inform the Council's decision on the 2020/2021 budget.

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2.0 INTRODUCTION

- 2.1 As a public authority, the Council has duties under the Equality Act 2010, the Public Sector Equality Duty 2011, the Fairer Scotland Duty (Part one of the Equality Act), and the Island (Scotland) Act 2018 to give due regard to their aims when making strategic financial decisions. We assess the potential impact of the decisions using the council's Equality and Socio-Economic Impact Assessment (EQSEIA) process.
- 2.2 This report outlines the work undertaken to ensure that due regard is given to equalities, islands and the Fairer Scotland Duty in the decision-making process relating to budget savings, and it presents a strategic EQSEIA for the savings programme to advise on overall impact.

3.0 RECOMMENDATIONS

- 3.1 Council considers the contents of this report and the appended EqSEIA when setting its budget for 2020/21.

4.0 DETAIL

- 4.1 As a public authority, the council must consider equality issues when making strategic decisions. In addition to considering the impact the council's activities might have on people with one or more of the nine protected characteristics listed in the Equality Act (2010) and complying with the Public Sector Equality Duty 2011, there are now requirements for the council to take into account socio-economic disadvantage (Fairer Scotland Duty, as set out in

Part One of the Equality Act) and impacts of proposals on islands (Island (Scotland) Act 2018.

4.2 The protected characteristics covered by the Equality Act (2010) are:

- Age.
- Disability.
- Gender reassignment.
- Marriage and civil partnership.
- Race.
- Religion or belief.
- Sex.
- Pregnancy and maternity.
- Sexual orientation.

The areas to be considered as a result of the Fairer Scotland Duty and the Islands Act are as follows:

- Mainland rural population.
- Island populations.
- Low income.
- Low wealth.
- Material deprivation.
- Area deprivation.
- Socio-economic background.
- Communities of place.
- Communities of interest.

4.3 The council discharges its duties through its use of Equality and Socio-economic Impact Assessments (EqSEIAs). EqSEIAs have been carried out for those individual budget savings proposals that relate to policy decisions and/or affect people. Where EqSEIAs have been required, these have been developed by relevant managers and Heads of Service in parallel with the budget savings templates.

4.4 EqSEIAs for the individual savings proposals were initiated out by Services in autumn 2019 as part of the budget preparation process, prior to public consultation on the options. The EqSEIAs have been updated as the development of the proposals has progressed to take into account information gathered through consultation and engagement.

4.5 EqSEIAs consider the impact on service users as well as on the workforce and other service deliverers.

4.6 Informed by the individual EqSEIAs and savings proposals, this report presents a combined EqSEIA, designed to assess the overall, strategic impact of the savings options on equality and socio-economic groups as well as on the workforce. For members' information and consideration when reaching a

final decision around the savings options, this assessment is attached as Appendix 1.

- 4.7 The strategic EqSEIA sets out the overall purpose of the budget savings process and provides assurance that, if the council decides to take the savings options, mitigating actions have been identified and will be put in place where possible.
- 4.8 The Strategic EqSEIA has been developed by analysing all the EqSEIAs prepared as part of the budget saving process and then assessing the overall cumulative impact.
- 4.9 The strategic EqSEIA includes for the first time a table that illustrates how the proposals impact on the council's Business Outcomes (Appendix 1, Table 1). Tables 2 and 3 of the EqSEIA show impacts on service users and services deliverers, respectively.
- 4.10 The strategic EqSEIA identifies that there are no cumulative impacts of the savings proposals that impact disproportionately on any specific group.
- 4.11 There are no impacts identified through the EqSEIA process that show actual or potential unlawful discrimination.
- 4.12 Members are advised that the Equality Act 2010, the Public Sector Equality Duty 2011, the Fairer Scotland Duty (Part one of the Equality Act) and the Island (Scotland) Act 2018 requires the Council to pay due regard to the legislation and use the impact assessments to inform their decision making. The duties enable the council to demonstrate that it is making financial decisions in a fair, transparent and accountable way, considering the needs and rights of different members of the community. These duties have been discharged by the Council for the budget setting process through the EQSEIA.

5.0 CONCLUSION

- 5.1 The Council as a public authority has a duty under the Equality Act 2010, the Public Sector Equality Duty 2011, the Fairer Scotland Duty, and the Islands Act to have due regard to the aims of those duties when making financial decisions. This is done through assessing the potential impact of the decision on equality using the council's Equality and Socio-economic Impact Assessment (EQSEIA) process, and identifying any mitigating measures.
- 5.2 This report and the accompanying combined EqSEIA, which has been informed by the impact assessments carried out for individual savings proposals, demonstrate compliance with those duties.

6.0 IMPLICATIONS

- 6.1 **Policy:** This report complies with the council's Equality and Diversity Policy.
- 6.2 **Financial:** None arising directly from this paper.

- 6.3 **Legal:** This report helps the council to meet its obligations with regard to: Equality Act 2010, the Public Sector Equality Duty 2011, the Fairer Scotland Duty (Part one of the Equality Act) and the Island (Scotland) Act 2018.
- 6.4 **HR:** None directly from this paper, but there will be HR implications from the savings proposals that affect employees.
- 6.5 **Fairer Scotland Duty:**
- 6.5.1 **Equalities - protected characteristics:** protected characteristics, as identified in the attached EqSEIA.
- 6.5.2 **Socio-economic Duty:** as identified in the attached EqSEIA.
- 6.5.3 **Islands:** As identified in the attached EqSEIA.
- 6.6. **Risk:** risk has been mitigated by carrying out the EqSEIAs and a strategic EqSEIA on the savings proposals.
- 6.7 **Customer Service:** None arising from this paper.

**Acting Executive Director with responsibility for Customer Support Services:
Kirsty Flanagan**

Policy Lead: Rory Colville

12 February 2020

For further information contact:

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APPENDICES

Appendix 1: Budget savings proposals 2020/21: combined EqSEIA

Argyll and Bute Council: Equality and Socio-Economic Impact Assessment

Section 1: About the proposal

Title of Proposal
Budget savings proposals 2020/21: combined EqSEIA
Intended outcome of proposal
To contribute to the delivery of the council's 7% savings target.
Description of proposal
<p>The overall budget proposal contains a series of savings that have been developed by Heads of Service in response to a 7% target budget reduction.</p> <p>Screening of the policy-related budget savings proposals enabled the identification of those proposals where individual EqSEIAs were required. Following the completion of the individual EqSEIAs, this combined impact assessment brings together their conclusions so that the cumulative impact of the budget savings proposals can be seen.</p> <p>In total, the proposals covered by this EqSEIA contribute to overall revenue budget savings and, in the year 2020/21, would reduce staffing levels in the range of 27.91 to 30.91 FTE and 77 to 80 headcount.(See below for an explanation of the range given.)</p> <p>Note that these figures do not include posts that are currently vacant and which would be taken as savings. Nor do they include posts where Terms and Conditions prevent compulsory redundancy.</p> <p>The detailed savings are set out in the associated 2020/21 Budget papers – policy options.</p>
Business Outcome(s) / Corporate Outcome(s) to which the proposal contributes
See table 1

Lead officer details: The lead officer of each savings proposal is usually the relevant Third Tier Manager. In some cases it may be the Head of Service. The lead officer for the strategic Equality and Socio-Economic Impact Assessment is the Head of Customer Support Services.	
Name of lead officer	Jane Fowler
Job title	Head of Customer Support Services
Appropriate officer details: The appropriate officer for each of the proposals is the relevant Head of Service.	
Name of appropriate officers	Jane Fowler, Head of Customer Support Services Ross McLaughlin, Head of Commercial Services Fergus Murray, Head of Development and Economic Growth Anne Paterson, Head of Education - Lifelong Learning and Support Louise Connor, Head of Education - Learning and Teaching Jim Smith, Head of Roads and Infrastructure David Logan, Head of Legal and Regulatory Services
Sign off of EqSEIA	Jane Fowler, Head of Customer Support Services
Date of sign off	03.02.20

Who will deliver the proposal?
The proposals will be delivered by the Heads of Service as follows: <ul style="list-style-type: none"> • Head of Customer Support Services • Head of Commercial Services • Head of Development and Economic Growth • Head of Education: Lifelong Learning and Support • Head of Education: Learning and Teaching • Head of Legal and Regulatory Support • Head of Roads and Infrastructure Services

Section 2: Evidence used in the course of carrying out EqSEIA

Consultation / engagement
Heads of Service have consulted with staff groups affected. They have also identified information from wider public consultations pertaining to their proposals. In addition, a public consultation was carried out as part of the overall budget setting process. This impact assessment should be read in conjunction with the findings of that consultation.
Data
Data has been gathered by Heads of Service from a range of sources that are specified in the Service EqSEIAs.

As of 23/01/2020, the net number of posts identified as being at risk of redundancy as a result of the budget savings proposals totalled 77 to 80. (The range is accounted for by three posts [*] that may be subject to variation in contract or redundancy.) The corresponding FTE ranges from 27.91 to 30.91.

The greatest number of posts affected are concentrated in posts LGE6 and LGE2 (see table).

Grade	Net loss: headcount	Net loss: FTE
2	20	4.39
4	4	2.55
6	43	13.17
8	5	2.8
9	3	3
10	3*	3*
11	1	1
TZA	1	1
TOTAL	77 to 80	27.91 to 30.91

The majority of posts at risk of redundancy are part time (6 full-time posts, compared to 71 part-time). Of the part time posts, 58 post-holders work less than 0.5FTE and 26 work less than 0.25FTE.

The employees in the posts at risk are a mix of male and female staff across all grades with the exception of the LGE6 posts where over 97% of the workforce are part-time women. This is a reflection of the workforce employed as pupil support assistants and it is not an indication of females being targeted over males.

Where savings proposals relate to posts that are currently vacant, these posts are not included in the headcount/FTE figures presented above.

Other information

N/A

Gaps in evidence

Based on the information currently available, there is no evidence to suggest that job losses will be concentrated within any particular geographical locations, sex or age groups. However, as some of the savings proposals relate to reducing the number of posts within pools of staff, until the selection process has taken place, it is not possible at this stage to definitively profile the employees who will be affected by the savings proposals. The profile of employees affected will be monitored as the redundancy process progresses.

Section 3: Impact of proposal

Impact on service users:

See table 2

Impact on service deliverers (including employees, volunteers etc):

See table 3

Table 2:

Impacts on service users		Protected characteristics											Socio-economic duty							
	Proposal	Age	Disability	Ethnicity	Sex	Gender reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Religion	Sexual Orientation	Mainland rural population	Island populations	Low income	Low wealth	Material deprivation	Area deprivation	Socio-economic background	Communities of place	Communities of interest	
CCS02	Customer Service Centre and Registration Services																			
CS01	Remodel Estates Staff Structure																			
CS02	Remodel Business Support in Estates, Property Management and Property Services																			
CS03	Remodel Property Officer Team																			
DEG01	Economic Growth-Removal of European Support Officer post																			
DEG04	Transformation and Regeneration: removal Development Officer post																			
DEG07	Removal of Building Standards Manager																			
ED01	PE Facilities																			
ED02	Enterprise																			
ED03	Psychological Services																			
ED04	CAST (Creative Art in Schools Team) support																			
ED06	Quality Assurance and Moderation																			
ED07	Admin and Finance Assistants																			
ED11	16+ Learning Choices																			
ED14	Swimming Pool Subsidies (Islay and Jura)																			
ED14	Swimming Pool Subsidies (mid Argyll)																			
ED15	Additional Support Needs																			
ED16	Learning Centre Clerical Savings																			
ED18	Reduction of Education Central Team																			
ED19	Community Learning																			
ED20	Pupil Support Assistants																			
ED21	Early Years Provision		DK				DK	DK		DK	DK									
LR1a	Procurement & Contract Management Team realignment																			
LR03	Advice Services Team Review																			
RAIS02	School Crossing Patrollers																			
RAIS03	Burials and Cremations												DK	DK						
RAIS09	Public conveniences	DK											DK	DK						

Legend

- Negative impact
- No impact
- + Positive impact
- DK Unknown impact

Table 3:

Impacts on service deliverers		Protected characteristics										Socio-economic duty									
	Proposal	Age	Disability	Ethnicity	Sex	Gender reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Religion	Sexual Orientation	Mainland rural population	Island populations	Low income	Low wealth	Material deprivation	Area deprivation	Socio-economic background	Communities of place	Communities of interest		
CCS02	Customer Service Centre and Registration Services												+								
CS01	Remodel Estates Staff Structure																				
CS02	Remodel Business Support in Estates, Property Management and Property Services																				
CS03	Remodel Property Officer Team																				
DEG01	Economic Growth-Removal of the European Support Officer post																				
DEG04	Transformation and Regeneration: removal Development Officer post																				
DEG07	Removal of Building Standards Manager																				
ED01	PE Facilities																				
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ED20	Pupil Support Assistants																				
ED21	Early Years Provision	DK	DK					DK						DK	DK	DK	DK				
LR1a	Procurement & Contract Management Team realignment																				
LR03	Advice Services Team Review																				
RAIS02	School Crossing Patrollers																				
RAIS03	Burials and Cremations													DK	DK						
RAIS09	Public conveniences													DK	DK						

Legend

- Negative impact
- No impact
- + Positive impact
- DK Unknown impact

If any 'don't knows' have been identified, at what point will impacts on these groups become identifiable?

If proposals are approved by council, work will be carried out to during their planning and implementation phases to understand the impacts on groups where impacts are currently unknown. Mitigation to these impacts will be implemented as required.

How has 'due regard' been given to any negative impacts that have been identified?

In each case, the savings proposal has taken into consideration the impact on the service users and employees.

It is clear that there are a range of groups impacted. The proposals around Education affect service users with the protected characteristic of age (because of the delivery of services to Children). However, the number of proposals from Education reflects the size of the Service and does not suggest disproportionate impact on this particular group.

In terms of service users, it is clear from the assessment's matrix of impacts (above) that there are some savings that have impacts on particular groups. These will be addressed and mitigated in a range of ways by the Heads of Services. Mechanisms for mitigation include:

- Giving service users warning of changes and signposting alternatives (e.g. CCS02).
- Redistribution of responsibilities and redesign of service delivery (e.g. CCS02; CS01; CS02).
- Continuing shift towards online service delivery, thus reducing demand for other channels (CCS02).

Where reallocation of responsibilities takes place and services are redesigned, impacts will be monitored and managed through the council's supervisory and PRD arrangements and via performance management arrangements.

Where employees may be affected by posts at risk of redundancy, efforts will be made offer suitable redeployment opportunities, in line with the council's procedures. In addition, changes to posts are being managed through: retirals; the ending of secondments with employees returning to their substantive posts; variations to contracts.

Despite the mitigation measures outlined above, a range of impacts and risks have been identified. These include:

- Slower response times (e.g. CCS02).
- Reductions in levels of support offered to front line services (e.g. ED18)
- Reduction in level, or withdrawal, of services offered to service users (ED19; RAIS02).
- Reduction in funding support to third sector groups (ED21).
- See also details of knock-on effects identified.

Further details of impacts are provided in the budget savings proposals.

Section 4: Interdependencies

Is this proposal likely to have any knock-on effects for any other activities carried out by or on behalf of the council?	N/A
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Details of knock-on effects identified

The knock-on effects outlined here are those that have implications beyond the team affected by the proposal and that may place pressure on resources elsewhere:

CSS02: Campbeltown CSP is the hub for certain other partner related organisations (Police Scotland, HM Passport Service for the remote passport interview service, Campbeltown Museum Trust); any temporary CSP closures due to unforeseen staff shortages would impact them.

CS03: The reduction in staff combined with the new requirements from SG means that additional external resource would be required to complete condition surveys, including of schools; these must be understood and accounted for in any decisions in moving forward. The reduction in team capacity will prevent income generation.

ED01: Local communities would not receive income from hall rentals. Live Argyll would reduce their income from swimming pool fees.

ED03: The educational psychology service works directly with school staff and partners to enhance skill and confidence in meeting the needs of children and young people with additional support needs and directing interventions to close the poverty related attainment gap. Reduction to educational psychology staffing will impact on the professional learning opportunities offered to staff within schools with a resulting knock on effect for learners and staff.

ED07: There will be additional work that will have to be picked up by the school support team during school holidays

ED14: Could potentially lead to the inability of Islay & Jura Community Enterprise Ltd and Mid-Argyll Community Enterprise Co being able to maintain their swimming pools.

ED15: Possibility that schools would have to pick up the costs of providing ASN activities service to vulnerable children.

ED16: Additional work will have to be picked up by the clerical team within Oban High and Rockfield/St Columba's primary schools.

ED19: The reduction in Community Learning service delivery is likely to have a negative impact on attainment, achievement, engagement, positive destinations and associated wellbeing of young people. It may impact on corporate parenting, the poverty strategy and adult learning outcomes.

ED21: If third sector grants are removed groups would have to access alternative funding or increase charges in order to continue operating.

RAIS02: May lead to demand for additional engineering work to be carried out if any crossings are identified as requiring traffic management measures.

RAIS09: The removal of public conveniences is likely to have a detrimental impact people with a disability and people who are pregnant or who have young children.

Section 5: Monitoring and review

How will you monitor and evaluate the equality impacts of your proposal?

Progress with the implementation of the individual proposals will be monitored by the relevant Heads of Service. This will include the implementation and monitoring of any identified mitigating measures. For the majority of the Education proposals, there is a commitment to conduct a full review after the first year. This review will include an evaluation of the equality impacts. In other instances, monitoring of performance will be ongoing. See section on due regard for more information.

HR and Organisational Development will monitor redundancies and other changes in staffing.