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

Section 1: About the proposal

Title of Proposal
2020-2021 Budget Preparation: Commercial Services; CS01 – Remodel Estates Staff Structure

Intended outcome of proposal
Removal of 1 x LGE11 Estates Surveyor's post from the organisational structure.

Description of proposal
Commercial Services is a new department established on 1-Jul-19, bringing together 3 teams who have previously not worked together – Estates, Programme Management (CHORD) and Property Management. Following the appointment of the previous Estates Manager to the post of Head of Commercial Services there is an opportunity to remodel the Estates team. The Estates Manager's post was subsequently filled from within the Estates team leading to 1 x Estates Surveyor's post being vacant. This will reduce the number of Estates Surveyors in the team from 4.5 to 3.5 FTE.

Business Outcome(s) / Corporate Outcome(s) to which the proposal contributes
• BO027 – Our infrastructure and assets are fit for purpose Contributes towards the Commercial Services Savings Target i.e. 7% reduction in respect of the 2020-2021 Revenue budget, which equates to £682,861

Lead officer details:	
Name of lead officer	**David Allan**
Job title	**Estates & Property Development Manager**
Department	**Customer Services**
Appropriate officer details:	
Name of appropriate officer	**Ross McLaughlin**
Job title	**Head of Commercial Services**
Department	**Customer Services**
Sign off of EqSEIA	
Date of sign off	

Who will deliver the proposal?
Estates & Property Development

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

Consultation / engagement

The Third Tier Manager met with the potentially affected staff on 4 and 7th October 2019 The purpose of the meetings was to explain the proposals in the context of: the Scottish Governments' budget setting process/timetable, and the forecast impact upon the Local Authorities settlement for FY20/21; the Argyll & Bute Council budget setting process FY20/21 and its' timescales; the associated service review exercise; and the potential impact on the workload of the section.

Data
The Estates and Property Development team is an income led service and has undergone a transformation in culture over recent years to focus on delivering meaningful new capital and revenue income streams for the Council to invest in its strategic priorities and statutory functions. The post which is proposed to be deleted is currently vacant but its removal would impact on the delivery of the functions of the team such as rent reviews, disposals, acquisitions, valuations and property management. However the impact of this will be mitigated by the return of 1 x Estates Surveyor from maternity leave in July 2019.

Other information
N/A

Gaps in evidence
As Commercial Services is a new department within the Council its function, role and responsibilities will develop over the short to medium term. This assessment has been undertaken on the basis of what is currently 'known', and accordingly it may have to be revisited in due course and as the service develops and matures.

Section 3: Impact of proposal

Impact on service users:

	Negative	**No impact**	**Positive**	**Don't know**
Protected characteristics:				
Age		X		
Disability		X		
Ethnicity		X		
Sex		X		
Gender reassignment		X		
Marriage and Civil Partnership		X		
Pregnancy and Maternity		X		
Religion		X		
Sexual Orientation		X		
Fairer Scotland Duty:		X		
Mainland rural population		X		
Island populations		X		
Low income		X		
Low wealth		X		
Material deprivation		X		

	Negative	No impact	Positive	Don't know
Area deprivation		X		
Socio-economic background		X		
Communities of place?		X		
Communities of interest?		X		

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

	Negative	No impact	Positive	Don't know
Protected characteristics:				
Age		X		
Disability		X		
Ethnicity		X		
Sex		X		
Gender reassignment		X		
Marriage and Civil Partnership		X		
Pregnancy and Maternity		X		
Religion		X		
Sexual Orientation		X		
Fairer Scotland Duty:				
Mainland rural population		X		
Island populations		X		
Low income		X		
Low wealth		X		
Material deprivation		X		
Area deprivation		X		
Socio-economic background		X		
Communities of place?		X		
Communities of interest?		X		

If any 'don't know's have been identified, at what point will impacts on these groups become identifiable?
N/A

How has 'due regard' been given to any negative impacts that have been identified?
As the post proposed to be deleted is currently vacant and the duties are intended to be covered by the return of 1 x Estates Surveyor from maternity leave the negative impacts will be minimised.

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?	Yes

Details of knock-on effects identified

There will be short term impacts while workloads are transferred between team members due to the time taken to pick up the detailed knowledge required to manage complex property transactions. This will be managed through regular project updates and close team working during the initial stages of the change process.

Section 5: Monitoring and review

How will you monitor and evaluate the equality impacts of your proposal?
• Argyll and Bute Council procedures for Service Redesign will be followed. • Staff consultation • Monitoring of Members Casebook Incidents • Customer Feedback (internal and external)