## **Scottish Borders Council**

## **Equality Impact Assessments**

# 2018/19 Financial Plan 20<sup>th</sup> February 2018

1.	Title of Proposal:	Organisational Efficiencies						
(Please enter the title or reference for your proposal)								
2.	Service Area:	All						
	Department:	Corporate						
(Please enter the department/service area submitting the proposal)								
3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

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	Where you have identified a potential impact, please detail what you perceive this to be. Where an equality characteristic is potentially negative affected, please explain how and the extent to which th may be negatively affected. <b>If you are unsure of the</b> <b>answer please state this and recommend further</b> <b>investigation</b> .			
Age (Older or younger people or	Х						

		1	1	1		
	ific age					
groupi	ing)					
Disabi	i <b>lity</b> e.g.	Х				
	s on people					
	nental,					
	al, sensory					
impair						
	ng disability,					
	/invisible,					
	essive or					
recurri						
	er (Males,	Х				
Female	es,					
Transg	gender or					
Transs	sexual					
people	e)					
	al Status	Х				
	artnership,					
Co-hat						
Divorc						
Marrie						
Separa						
Single.						
	ancy &	Х				
Mater						
-	s to the					
	l after the					
	and is linked					
to mat	ternity					
leave i	in the					
emplo	yment					
contex	xt. In the					
non-w	ork context,					
	ction against					
mater						
	nination is					
	weeks after					
giving						
	Groups:	v				
		х				
	ing colour,					
	ality, ethnic					
	s, including					
	ities (e.g.					
	travellers,					
refuge						
	nts and					
	n seekers)					
People	e with	Х				
	ous or other					
	s: different					
	s, customs					
	ding atheists					
	iose with no					
	d belief)					
Sexual		v				
		х				
	tation, e.g.					
	n, Gay,					
Bisexu	ial,					

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

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - I have populated the evidence base to support my answers.	Х
	<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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Compl	Completed By						
Name	Clair Hepburn	Service	HR				
		Area.					

Post   Service Director - HR   Date   08/02/18	
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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.

1.	Title of Proposal:	Changes to working practices					
2.	Service Area:	Corporate					
3.	Description:	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.	Relevance to the Equality Duty. Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?						
		Duty	elevance – however small please indicate yes) Yes/No				
	indirect), victimisat	<b>rimination (both direct &amp;</b> tion and harassment. (Could iminate? Or help eliminate	Yes – the Programme will seek to promote modern working practices that, indirectly, will mitigate against discrimination				
		<b>lity of opportunity?</b> al help or hinder the Council	Yes				
		<b>ns?</b> al help or hinder the council s hose who have equality	Yes				

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact			Description	
Characteristic	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 you are unsure of the</b> <b>answer please state this and recommend further</b> <b>investigation</b> .	
Age (Older or younger people or a specific age grouping)	Х			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,	X		
learning disability, visible/invisible, progressive or recurring			
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	X		
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Singlo	x		
Single. Pregnancy & Maternity: (refers to the period often the	X		
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			
maternity discrimination is for 26 weeks after giving birth)			
Race Groups: including colour, nationality, ethnic origins, including	Х		
minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)			
People with Religious or other Beliefs: different	X		
beliefs, customs (including atheists and those with no aligned belief)			
Sexual	Х		

<b>Orientation</b> , e.g. Lesbian, Gay, Bisexual, Heterosexual				
<b>Carers</b> (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			
<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.	Mitigation 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. If you are unsure of the answer please state this and recommend further investigation.						
	Characteristic	Mitigation					
	Age	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.					
	Employees	The Council's HR Policies & Procedures will be utilised to manage the impact of any staffing changes / reductions.					

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	Х
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1.	Title of Proposal:	Digital Transformation						
		reference for your proposal)						
2.	Service Area:	Corporate						
	Department:							
(Ple	ease enter the depart	ment/service area submitting the p	proposal)					
3.	Description:	Efficiency driven through Digital	Transformation within the Council. The Council's					
		HR Policies and Procedures will I changes/reductions.	be utilised to manage and mitigate any staffing					
(Ple	ease enter a full desci	ription of your proposal including it	s aims and objectives)					
4.	Relevance to the E	quality Duty.						
			he following duties of the Council under the					
	Equality Act 2010?	,	-					
	Equality Act 2010?	your proposal may have some rele	evance – however small please indicate yes)					
	Equality Act 2010? (If you believe that	your proposal may have some rele Duty	-					
	Equality Act 2010? (If you believe that	your proposal may have some rele	evance – however small please indicate yes)					
	Equality Act 2010? (If you believe that Elimination of disc	your proposal may have some rele Duty	evance – however small please indicate yes) Yes/No					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa	your proposal may have some rele Duty rimination (both direct &	evance – however small please indicate yes) Yes/No					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could	evance – however small please indicate yes) Yes/No					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?)	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could riminate? Or help eliminate	evance – however small please indicate yes) Yes/No Yes					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?) Promotion of equa	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could riminate? Or help eliminate	evance – however small please indicate yes) Yes/No					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?) Promotion of equa	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could riminate? Or help eliminate	evance – however small please indicate yes) Yes/No Yes					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?) Promotion of equa (Could your propos	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could riminate? Or help eliminate ality of opportunity? sal help or hinder the Council with	evance – however small please indicate yes) Yes/No Yes					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?) Promotion of equa (Could your propose this) Foster good relation	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could riminate? Or help eliminate ality of opportunity? sal help or hinder the Council with	Yes					
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?) Promotion of equa (Could your propose this) Foster good relation (Could your propose	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could riminate? Or help eliminate ality of opportunity? cal help or hinder the Council with	Yes					

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact		t	Description	
Characteristic	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. If you are unsure of the answer please state this and recommend further investigation.	
Age (Older or younger people or a specific age grouping)	V				

Disability e.				
Effects on p				
with mental	,			
physical, ser	isory			
impairment,				
learning disa	ability,			
visible/invisi	ble,			
progressive	or			
recurring				
Gender (Ma	les, √			
Females,				
Transgender	or			
Transsexual	-			
people)				
Marital Stat	us √			
Civil Partner	•			
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Group	s: √			
including co				
nationality,				
origins, inclu				
minorities (e				
gypsy travel				
refugees,				
migrants and	4			
asylum seek				
People with				
Religious or				
Beliefs: diffe				
beliefs, cust				
(including at				
and those w				
aligned belie				
Pregnancy &				
Maternity:	v			
(refers to th	e			
period after				
birth, and is				
linked to				
maternity le	ave in			
the employr				
context. In t				
non-work co				
protection	,			
against mat	ernity			
discriminatio				
for 26 week				
giving birth)				
Sexual	V			
Orientation				
Lesbian, Gay				
Bisexual,	,			
Heterosexua	al			
Carers (thos			<u> </u>	
	V V			

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

 6.
 Mitigation

 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. If you are unsure of the answer please state this and recommend further investigation.

 Characteristic
 Mitigation

 Employees
 HR policy and procedures and ongoing updates provided to Trade Unions

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	v
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1.	Title of Proposal         Property & Assets						
(Pleas	e enter the title or refe	rence for your proposal)					
2.	Department	Corporate					
(Pleas	e enter the department	/service area submitting the proposal)					
3.	Description	Review of SBC property and its use					
(Pleas	e enter a full descriptio	n of your proposal)					
4.	Relevance to the Equality Duty.						
	Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?						
	(If you believe that y indicate yes)	your proposal may have some relevance – however sr	nall please				
		Duty	Yes/No				
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation</b> <b>and harassment.</b> (Could your proposal discriminate? Or help eliminate discrimination?)						
	Promotion of equal (Could your propose	No					

5.	Which groups of people may be impacted (both positively and negatively) if the
	proposal is advanced?

(Could your proposal help or hinder the council s relationships with

(Please x all that apply ).

Foster good relations?

those who have equality characteristics?)

Equality	Impact			Description	
Characteristic	No	Possible	Possible	Where you have identified a potential impact,	
	Impact	Positive	Negative	please detail what you perceive this to be.	
		Impact	Impact	Where an equality characteristic is potentially	
				negatively affected, please explain how and the	
				extent to which they may be negatively affected.	
				you are unsure of the answer please state this a	
				recommend further investigation.	
Age (Older or	Х				
younger people or					
a specific age					
grouping)					
Disability e.g.	Х				
Effects on people					
with mental,					
physical, sensory					
impairment,					

No

			1		
	learning disability,				
	visible/invisible,				
	progressive or				
	recurring				
ŀ	Gender (Males,	х			
		X			
	Females,				
	Transgender or				
	Transsexual				
	people)				
	Marital Status	Х			
	Civil Partnership,				
	Co-habiting				
	Divorced,				
	Married,				
	Separated &				
-	Single.				
	Race Groups:	Х			
	including colour,				
	nationality, ethnic				
	origins, including				
	minorities (e.g.				
	gypsy travellers,				
	refugees,				
	migrants and				
ŀ	asylum seekers)				
	People with	Х			
	Religious or other				
	Beliefs: different				
	beliefs, customs				
	(including atheists				
	and those with no				
	aligned belief)				
Ē	Pregnancy and	Х			
	Maternity (refers	~			
	to the period				
	after the birth,				
	and is linked to				
	maternity leave in				
	the employment				
	context. In the				
	non-work context,				
	protection				
	against <b>maternity</b>				
	discrimination is				
	for 26 weeks after				
	giving birth),				
ŀ	Sexual	х			
		^			
	<b>Orientation</b> , e.g.				
	Lesbian, Gay,				
	Bisexual,				
		1	1		
1	Heterosexual				
	Heterosexual Carers (those who	Х			
		Х			
	<b>Carers</b> (those who have caring	x			
	<b>Carers</b> (those who have caring responsibilities	x			
	<b>Carers</b> (those who have caring responsibilities for someone with	X			
	<b>Carers</b> (those who have caring responsibilities for someone with an equality	x			
-	<b>Carers</b> (those who have caring responsibilities for someone with	x 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.	Mitigation								
	put in place in ord	dentified a potential negative impact, please detail what mitigations will need to be er for your proposal to progress. <b>If you are unsure of the answer please state this</b> <b>urther investigation</b> .							
	Characteristic Mitigation								

7.	How certain are you of the answers you have given?							
	Answer	Tick One						
	Certain - 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.	Х						
	Not Certain – further assessment is recommended if proposal is progressed.							

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

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.	Title of Proposal	SB Cares Contribution to SBC General Fund (£162,000)						
(Please	e enter the title or refer	ence for your proposal)						
2.	Department Adult Services							
(Please	e enter the department	/service area submitting the proposal)						
3.	Description	As per SB Cares approved Business Plan, these are for	precast increases					
		to the profitability of SB Cares through additional inc	come streams.					
(Please	e enter a full description	n of your proposal)						
4.	Relevance to the Eq	uality Duty.						
	Do you believe you under the Equality /	r proposal has any relevance to the following duties o Act 2010?	f the Council					
	(If you believe that y indicate yes)	/our proposal may have some relevance – however sm	all please					
		Duty	Yes/No					
	Elimination of discrimination (both direct & indirect), victimisationYesand harassment. (Could your proposal discriminate? Or help eliminatediscrimination?)							
	Promotion of equal	Yes						
	(Could your proposa							
	, , , ,							
	Foster good relation	ns?	Yes					

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?

(Please x all that apply).

Equality Characteristic		Impact	t	Description	
	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 potential negatively affected, please explain how and the extent to which they may be negatively affected. <b>If you are unsure of the answer</b> <b>please state this and recommend further</b> <b>investigation</b> .	
Age (Older or younger people or a specific age		x	x	Possible impact on SB Cares Clients. Additional Income streams may presen opportunities for clients and staff.	

grouping)				
Disability e.g.				The impact of additional funding streams
Effects on people		v	х	to SB Cares could result in them delivering
with mental,		Х	Χ.	-
physical, sensory				services to new clients with a disability
impairment,				and this could have either a positive or
learning disability,				negative impact.
visible/invisible,				
progressive or				
recurring				
Gender (Males,				
Females,	Х			
Transgender or				
Transsexual people)				
Marital Status:				
Civil Partnership,	Х			
Co-habiting				
Divorced, Married,				
Separated & Single.				
Race Groups:				
including colour,	х			
nationality, ethnic	~			
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees, migrants				
and asylum seekers)				
People with				
Religious or other	v			
Beliefs: different	Х			
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy &				
Maternity: (refers				
, ,				
to the period after				
the birth, and is	Х			
linked to maternity				
leave in the				
employment				
context. In the non-				
work context,				
protection against				
maternity				
discrimination is for				
26 weeks after				
giving birth)				
Sexual Orientation,				
e.g. Lesbian, Gay,	х			
	~			
Bisexual,			1	
Bisexual, Heterosexual	x			
Bisexual,	x			

someone with an equality Characteristic) Poverty:(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)		х	х	More employees may be required to generate income from additional income streams. A more flexible approach may be required from existing employees.

6.	N	egative Impact		
	Where you have identified a potential n to be.	negative impact, please detail what you perceive this		
		's potentially negatively affected and explain how egatively affected. <b>If you are unsure of the answer</b>		
	please state this and recommend furth	er investigation.		
	Characteristic	Explanation		
	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.	How certain are you of the answers you have given?				
	Answer	Tick One			
	Certain - 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.	х			
	Not Certain – further assessment is recommended if proposal is accepted.				

Completed By						
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.	Title ofSB Cares Structure Review (delivery of £100,000 savings)					
	Proposal:					
1 - 1						

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares
	Department:	
(0)		

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

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

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

6.	put in place in ord	<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</b> and recommend further investigation.					
	Characteristic	Mitigation					
	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.	How certain are you of the answers you have given?				
	Answer	Tick One			
	<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.	X			
	Not Certain – further assessment is recommended if proposal is progressed.				

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

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.

#### **Stage 1 Equality Impact Assessment**

1.	Title of Proposal:	Implement relief staff management tool (delivery of £80,000 savings)					
(Ple	ease enter the title or	reference for your proposal)					
2.	Service Area: Department:	SB Cares					
(Ple	ease enter the depart	ment/service area submitting the p	proposal)				
3.	Description:	Reduced costs through a reduct costs.	ion in rates paid, compared to current 3rd party				
(Ple	ease enter a full descr	iption of your proposal including it	s aims and objectives)				
	Equality Act 2010?		he following duties of the Council under the evance – however small please indicate yes)				
		Duty	Yes/No				
	indirect), victimisa	rimination (both direct & tion and harassment. (Could iminate? Or help eliminate	No				
		lity of opportunity? al help or hinder the Council with	No				
	Foster good relation						

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality		Impact	t	Description
Characteristic	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. If you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)	X			

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

responsibilities for someone with an equality Characteristic)			
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	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.
 Mitigation

 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. If you are unsure of the answer please state this and recommend further investigation.

 Characteristic
 Mitigation

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	х
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

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

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.

1.	Title of Proposal:	Title of Proposal:         Offer new relief bank of staff agency service for other Borders providers at	
		commercial rate. (delivery of £20,000 income)	

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares		
	Department:			
(0)				

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

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

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

6.	Mitigation							
	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> .							
	Characteristic Mitigation							

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	Х
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1.	Title of Proposal:	Implement equitable Support Worker structure in care homes (delivery of			
		£20,000 savings)			

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares
	Department:	
1-1		

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

3.	Description:	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.		

(Please enter a full description of your proposal including its aims and objectives)

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

5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality		Impact	t	Description
Characteristic	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. If you are unsure of the answer please state this and recommend further investigation.
<b>Age</b> (Older or younger people or	х			

	1	1	1	
a specific age				
grouping)				
Disability e.g.	Х			
	^			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	Х			
Females,				
Transgender or				
Transsexual				
people)				
Marital Status:	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
	~			
Race Groups:	Х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	Х			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy &	Х			
Maternity: (refers				
to the period				
after the birth,				
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
giving birth)	1		<u> </u>	
Sexual	Х			
Orientation, e.g.				
Lesbian, Gay,				
Bisexual,				
Heterosexual				
	1	1	1	

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	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.	6. Mitigation 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. If you are unsure of the answer please state this and recommend further investigation.							
	Characteristic	Characteristic Mitigation						
	Employees No planned reductions to FTE. All posts will be subject to job evaluation.							

7.	How certain are you of the answers you have given?		
	Answer	Tick One	
	<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.	x	
	Not Certain – further assessment is recommended if proposal is progressed.		

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

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.
1.	Title of Proposal:	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.	Service Area:	SB Cares		
	Department:			
(Please enter the department (convice area submitting the prepagal)				

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

3.	B. Description: 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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

Age (Older or	Х		
younger people or	<u>^</u>		
a specific age			
grouping)			
Disability e.g.		X	Unmanaged any change or reduction to /in
		~	Unmanaged, any change or reduction to/in
Effects on people			the current service provision could affect th
with mental,			group.
physical, sensory			
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,	Х		
Females,			
Transgender or			
Transsexual			
people)			
Marital Status:	Х	İ	
Civil Partnership,	-		
Co-habiting			
Divorced,			
Married,			
Separated &			
Single.			
Race Groups:	Х		
including colour,	^		
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees,			
-			
migrants and			
asylum seekers)			
People with	X		
Religious or other			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Pregnancy &	Х		
Maternity: (refers			
to the period			
after the birth,			
and is linked to			
maternity leave in			
the employment			
context. In the			
non-work context,			
protection			
-		1	
against <b>maternity</b> discrimination is			
against <b>maternity</b> discrimination is			
against maternity			

Lesbian, Gay, Bisexual,			
Heterosexual			
Carers: (those	Х		
who have caring			
responsibilities			
for someone with			
an equality			
Characteristic)			
Poverty:(people	Х		
who are on a low			
income including			
benefits			
claimants, people			
experiencing fuel			
poverty, isolated			
rural communities			
etc)			
Employees (those	Х		
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</b>		
	and recommend f	urther investigation. Mitigation	
	Disability	Based on the current service configuration and client need, it should be possible to specifically restructure this provision.	

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	Х
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By

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

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.

1	L.	Title of Proposal:	sal: Review of finance system, with use of Business World as an alternative (delivery	
			of £20,000 savings)	

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares
	Department:	

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

3	Description:	Consistency with other SBC services and subsidiaries and reduced cost through
		no longer requiring a separate financial management information system.

(Please enter a full description of your proposal including its aims and objectives)

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

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	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> you are unsure of the answer please state this and recommend further investigation.			
	Age (Older or younger people or	Х						

		1	1	
a specific age				
grouping)				
Disability e.g.	Х			
	^			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	Х			
Females,				
Transgender or				
Transsexual				
people)				
Marital Status:	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Groups:	Х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	X			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)	-			
Pregnancy &	Х			
Maternity: (refers				
to the period				
after the birth,				
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
giving birth)				
Sexual	Х			
Orientation, e.g.				
Lesbian, Gay,				
Bisexual,				
Heterosexual				
I I E LEI USEXUAI	1	1	1	

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			

6.		Mitigation
	put in place in orde	entified a potential negative impact, please detail what mitigations will need to be er for your proposal to progress. <b>If you are unsure of the answer please state this</b> urther investigation.
	Characteristic	Mitigation

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - I have populated the evidence base to support my answers.	Х
	<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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1.       Title of Proposal:       Increase pool car fleet in Homecare (delivery of £20,000 savings)							
(Ple	(Please enter the title or reference for your proposal)						
2.	Service Area:	SB Cares					
	Department:						

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

3.	Description:	Reduced costs through reduced mileage claimed.			
(0/0	(Please enter a full description of your proposal including its sime and objectives)				

(Please enter a full description of your proposal including its aims and objectives)

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

# 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact			Description		
Characteristic	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> you are unsure of the answer please state this and recommend further investigation.		
Age (Older or younger people or a specific age grouping)	X					
Disability e.g.	Х					

Effe	ects on people			
wit	h mental,			
	sical, sensory			
	pairment,			
	rning disability,			
	ble/invisible,			
	gressive or			
recu	urring			
Ger	nder (Males,	Х		
Fen	nales,			
	nsgender or			
	nssexual			
	ople)			
	rital Status:	Х		
	il Partnership,			
Co-	habiting			
Dive	orced,			
Ma	rried,			
	barated &			
Sing				
	ce Groups:	Х		
	luding colour,	٨		
	-			
	ionality, ethnic			
	gins, including			
min	norities (e.g.			
gyp	osy travellers,			
refu	ugees,			
	grants and			
	lum seekers)			
	ople with	Х		
		X		
	igious or other			
	iefs: different			
	iefs, customs			
	cluding atheists			
and	those with no			
alig	ned belief)			
	gnancy &	Х		
	ternity: (refers	~		
	the period			
	er the birth,			
	l is linked to			
	ternity leave in			
the	employment			
	ntext. In the			
con	ntext. In the n-work context,			
con non	n-work context,			
con non <b>pro</b>	n-work context, <b>itection</b>			
con non <b>pro</b> aga	n-work context, otection ainst maternity			
con non <b>pro</b> aga disc	n-work context, otection ainst maternity crimination is			
con non <b>pro</b> aga disc for	n-work context, otection ainst maternity crimination is 26 weeks after			
con non <b>pro</b> aga disc for givi	n-work context, otection ainst maternity crimination is 26 weeks after ing birth)			
con nor pro aga disc for givi Sex	n-work context, otection hinst maternity crimination is 26 weeks after hing birth) cual	x		
con nor pro aga disc for givi Sex	n-work context, otection ainst maternity crimination is 26 weeks after ing birth)	x		
con nor pro aga disc for givi Sex Orio	n-work context, otection hinst maternity crimination is 26 weeks after hing birth) cual	x		
con nor pro aga disc for givi Sex Orie Les	n-work context, otection ainst maternity crimination is 26 weeks after ing birth) cual entation, e.g. bian, Gay,	x		
con nor pro aga disc for givi Sex Oria Lesl Bise	n-work context, otection ainst maternity crimination is 26 weeks after ing birth) cual entation, e.g. bian, Gay, exual,	x		
con nor pro aga disc for givi Sex Orio Lesl Bisc Het	n-work context, ptection ainst maternity crimination is 26 weeks after ing birth) cual entation, e.g. bian, Gay, exual, terosexual			
con nor pro aga disc for givi Sex Orio Lesl Bisc Het Car	n-work context, ptection ainst maternity crimination is 26 weeks after ing birth) cual entation, e.g. bian, Gay, exual, terosexual rers: (those	x		
con nor pro aga disc for givi Sex Oria Lesl Bisc Het Car who	n-work context, ptection ainst maternity crimination is 26 weeks after ing birth) cual entation, e.g. bian, Gay, exual, terosexual			

for someone with			
an equality			
Characteristic)			
Poverty:(people	Х		
who are on a low			
income including			
benefits			
claimants, people			
experiencing fuel			
poverty, isolated			
rural communities			
etc)			
Employees (those	Х		
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</b> <b>and recommend further investigation</b> .					
	Characteristic	Mitigation				

7.	How certain are you of the answers you have given?				
	Answer	Tick One			
	<b>Certain</b> - I have populated the evidence base to support my answers.	Х			
	<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	Phillip Barr	Service Area.	SB Cares		
Post	Finance Business Partner	Date	15/01/18		

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.

	Title of Proposal:	Review provision of fleet across all services (delivery of £10,000 savings)			
(Ple	l case enter the title or	reference for your proposal)			
2.	Service Area:	SB Cares			
(2)	Department:				
(Ple	ease enter the depart	ment/service area submitting the p	proposal)		
3.	Description:	Cost savings arising from greate of vehicles.	r efficiency in the economy, deployment and use		
(Ple	ease enter a full descr	iption of your proposal including it	s aims and objectives)		
4.	Relevance to the E	quality Duty.			
	Do you believe your proposal has any relevance to the following duties of the Council under the				
	Do you believe you	Ir proposal has any relevance to t	he following duties of the Council under the		
	Equality Act 2010?		-		
	Equality Act 2010?		he following duties of the Council under the evance – however small please indicate yes)		
	Equality Act 2010?		-		
	Equality Act 2010? (If you believe that	your proposal may have some rel	evance – however small please indicate yes)		
	Equality Act 2010? (If you believe that Elimination of disc	your proposal may have some rel Duty	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa	your proposal may have some rel Duty rimination (both direct &	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of disc indirect), victimisa your proposal discr discrimination?)	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could	evance – however small please indicate yes) Yes/No		

this)	
Foster good relations?	No
(Could your proposal help or hinder the council s	
relationships with those who have equality	
characteristics?)	

# 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact			Description	
Characteristic	No Impact	Possible Positive	Possible Negative	Where you have identified a potential impact, please detail what you perceive this to be.	
	input	Impact	Impact	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.	
Age (Older or younger people or a specific age grouping)	X				

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

responsibilities for someone with an equality Characteristic)			
Poverty:(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.	Mitigation						
	put in place in orde	lentified a potential negative impact, please detail what mitigations will need to be er for your proposal to progress. <b>If you are unsure of the answer please state this</b> <b>urther investigation</b> .					
	Characteristic Mitigation						

7.	How certain are you of the answers you have given?			
	Answer	Tick One		
	Certain - I have populated the evidence base to support my answers.	X		
	<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.			
	Not Certain – further assessment is recommended if proposal is progressed.			

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

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.

1.	Title of Proposal:	Brokerage service – Management fee for promoting services – Community			
		provision e.g. Care & Repair			
		(delivery of £10,000 income)			

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares
	Department:	

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

3.	Description:	Increased signposting activity that would enable clients (unassessed) to
		access a wider range of support services. Brokerage fee will be agreed.
(0)		

(Please enter a full description of your proposal including its aims and objectives)

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

5.	Which groups of proposal is adva (Please x all that a	inced?	may be ir	npacted (I	both positively and negatively) if the
	Equality Characteristic	No Impact	Impact Possible Positive Impact	Possible Negative Impact	<b>Description</b> 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> you are unsure of the answer please state this and recommend further investigation.

— r .				
	Older or	х		
youn	ger people or			
a spe	cific age			
group	oing)			
Disab	i <b>lity</b> e.g.		Х	Possible positive impact on clients who do not
Effect	s on people			have an assessed need, but may want some
	mental,			form of additional support.
	cal, sensory			
	rment,			
	ing disability,			
	e/invisible,			
	essive or			
recur				
	er (Males,	х		
Fema		^		
	gender or			
	sexual			
peopl				
	al Status:	v		
	artnership,	Х		
	biting			
Divor				
Marri				
	ated &			
Single				
	Groups:	Х		
	ling colour,			
	nality, ethnic			
	is, including			
	rities (e.g.			
	travellers,			
refug				
	ints and			
	m seekers)			
-	le with	Х		
-	ous or other			
	fs: different			
	s, customs			
	ding atheists			
	hose with no			
	ed belief)			
	nancy &	Х		
	rnity: (refers			
	e period			
	the birth,			
	s linked to			
	rnity leave in			
	mployment			
	ext. In the			
	vork context,			
prote				
	st <b>maternity</b>			
	mination is			
	weeks after			
	g birth)			
Sexua		Х		
	tation, e.g.			
Lesbia	an, Gay,			

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

6.	Mitigation						
	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> .						
	Characteristic	Mitigation					

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	Х
	Not Certain – further assessment is recommended if proposal is progressed.	

Complete	ed By		
Name	Phillip Barr	Service Area.	SB Cares

Post	Managing Director	Date	15/01/18	
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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.

1.	Title of Proposal:	East Lothian collaboration for the provision of the Alarms Service (delivery of
		£250,000 savings)

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares
	Department:	

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

# 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact		t	Description	
Characteristic	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>	

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

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

6.

#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Characteristic	Mitigation
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.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	x
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1.	L. <b>Title of Proposal:</b> Review of Bordercare and Community Equipment Service (delivery of £80,0	
		savings)

(Please enter the title or reference for your proposal)

2.	Service Area:	SB Cares	
	Department:		

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

Age (Older or		v	<u>                                     </u>	Clients in receipt of both services will new
		X		Clients in receipt of both services will now
younger people or				receive one single cohesive service reducing
a specific age				the need for multi-visits.
grouping)	ļ			
Disability e.g.	Х			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	х			
Females,	^			
Transgender or Transsexual				
people)		ł		
Marital Status:	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Groups:	Х			
including colour,	~			
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	Х			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy &	Х			
Maternity: (refers				
to the period				
after the birth,				
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection			1	
protection against maternity				
protection against maternity discrimination is				
<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after				
protection against maternity discrimination is	X			

Lesbian, Gay, Bisexual, Heterosexual			
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		
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	Targeted reduction of 2.0 FTE.

6.	Mitigation							
	put in place in ord	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</b> and recommend further investigation.						
	Characteristic	Mitigation						
	Employees	ERVS will be considered as part of this process as well as exploring deployment opportunities.						

7.	How certain are you of the answers you have given?				
	Answer	Tick One			
	Certain - 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.	х			
	Not Certain – 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

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.

# 1. Title of Proposal Management Fee Reduction to Live Borders (Please enter the title or reference for your proposal) 2. 2. Department Contracted services

(Please enter the department/service area submitting the proposal)						
3	Description	Proposals to increase income reduce management and back office				

Description	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)
	Description

(Please enter a full description of your proposal)

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

# 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	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> you are unsure of the answer please state this and recommend further investigation.		
Age (Older or younger people or a specific age grouping)	Х					
<b>Disability</b> e.g. Effects on people	Х					

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

an equality Characteristic)				
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)		>	K	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</b> <b>and recommend further investigation</b> .					
	Characteristic	Mitigation				
	Employees	HR policies & guidance will be followed				

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	X
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1. Title of Proposal: Additional service for nursery meals (based on the 7 pilot nursery meals		Additional service for nursery meals (based on the 7 pilot nursery meals uptake)
	(Delivering saving of £71k)	

(Please enter the title or reference for your proposal)

2.	Service Area:	Catering Services
	Department:	

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

3. <b>Description:</b> Additional workload on staff. Staffing levels and workload to be		Additional workload on staff. Staffing levels and workload to be monitored	
			during rollout to ensure successful delivery.

(Please enter a full description of your proposal including its aims and objectives)

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

Which groups of people may be impacted (both positively and negatively) if the proposal is 5. advanced? (Please x all that apply ). Equality Impact Description Characteristic Possible No Possible Where you have identified a potential impact, please Positive Negative detail what you perceive this to be. Impact Impact Impact 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. Age (Older or Х 2-4 year olds younger people or

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

Carers: (those who have caring responsibilities for someone with an equality Characteristic)		
Poverty:(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.	Mitigation					
Where you have identified a potential negative impact, please detail what mitigations will ne put in place in order for your proposal to progress. <b>If you are unsure of the answer please s and recommend further investigation</b> .						
	Characteristic	Mitigation				
	There are no negative impacts connected to Nursery provision by Catering					

7.	How certain are you of the answers you have given?			
	Answer	Tick One		
	<b>Certain</b> - I have populated the evidence base to support my answers.	х		
	<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.			
	Not Certain – further assessment is recommended if proposal is progressed.			

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

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.
1.	Title of Proposal:	Cleaning Service Rationalisation (Delivering saving of £80,000)

(Please enter the title or reference for your proposal)

2.	Service Area:	Assets & Infrastructure			
	Department:				
(0)-	(Discovery the dependence of fear is a new submitting the new second)				

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

3.	Description:	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

(Please enter a full description of your proposal including its aims and objectives)

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

5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description	
Characteristic	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 you are unsure of the</b> <b>answer please state this and recommend further</b> <b>investigation</b> .	
Age (Older or younger people or			Х	Given the demographics of the workforce within both cleaning and janitorial services, this proposal	

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

Carers: (those who have caring responsibilities for someone with an equality Characteristic) Poverty:(people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated	X X		
rural communities etc)			
<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</b> <b>and recommend further investigation</b> .					
	Characteristic Mitigation					

7.	How certain are you of the answers you have given?		
	Answer	Tick One	
	<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.	x	
	Not Certain – further assessment is recommended if proposal is progressed.		

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

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.

1.	Title of Proposal:	New Delivery Model for Public Toilet Provision (Delivering saving of £100k in 2019/20)				
(Ple	ase enter the title or	reference for your proposal)				
2.	Service Area: Department:	Assets & Infrastructure				
(Ple	ase enter the departi	ment/service area submitting the p	proposal)			
3.	Description:	Phase 2 of the public conveniend with review recommendations.	e review. Service impacts still to be assessed			
(Ple	ase enter a full descr	iption of your proposal including it.	s aims and objectives)			
4.	Relevance to the Equality Duty. Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010? (If you believe that your proposal may have some relevance – however small please indicate yes)					
		Duty	Yes/No			
	indirect), victimisat	rimination (both direct & tion and harassment. (Could iminate? Or help eliminate	Yes			
	•	<b>lity of opportunity?</b> al help or hinder the Council with	Yes			
		<b>ns?</b> al help or hinder the council s hose who have equality	Yes			

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description	
Characteristic	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> you are unsure of the answer please state this and recommend further investigation.	
Age (Older or younger people or a specific age		Х	Х	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
Gender (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)
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
Race Groups: 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.
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	X			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection	Х			

against maternity			
	N .		
	Х		
-			
-			
	Х		
Poverty:(people	Х		
income including			
benefits			
claimants, people			
experiencing fuel			
poverty, isolated			
rural communities			
etc)			
Employees (those	Х		
employed by the			
Council including			
time and			
temporary)			
	claimants, people experiencing fuel poverty, isolated rural communities etc) Employees (those employed by the Council including full time, part	discrimination is for 26 weeks after giving birth)XSexualXOrientation, e.g. Lesbian, Gay, Bisexual, HeterosexualICarers: (those who have caring responsibilities for someone with an equality Characteristic)XPoverty:(people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)XEmployees (those etc)XEmployees (those full time, part time andX	discrimination is for 26 weeks after giving birth)XSexual Orientation, e.g. Lesbian, Gay, Bisexual, HeterosexualXCarers: (those who have caring responsibilities for someone with an equality Characteristic)XPoverty:(people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)XEmployees (those etc)XKXEmployees (those full time, part time andX

6.	Mitigation				
	put in place in ord	dentified a potential negative impact, please detail what mitigations will need to be er for your proposal to progress. <b>If you are unsure of the answer please state this</b> further investigation.			
	Characteristic	Mitigation			
	Disability	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.			

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

Fairly Certain – but don't have concrete evidence to support my answers	Х
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	Jason Hedley	Service Area.	Assets & Infrastructure		
Post	Service & Neighbourhood Manager	Date	15/01/18		

## 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.

1.	Title of Proposal:	Neighbourhood Delivery Model - Grass cutting, Biodiversity, Floral Gateway .
		(Delivering savings of £345k.)

(Please enter the title or reference for your proposal)

2.	Service Area:	Assets and Infrastructure & Regulatory Services				
	Department:					
(0/-						

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

3.	Description:	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)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description
Characteristic	No Impact	Possible Positive	Possible Negative	Where you have identified a potential impact, please detail what you perceive this to be.
		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</b> answer please state this and recommend further investigation.
Age (Older or younger people of a specific age grouping)	r X		
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability visible/invisible, progressive or recurring			
Gender (Males, Females, Transgender or Transsexual people)	x		
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x		
Pregnancy & Maternity: The period of tim a woman is expecting a baby until one year after the baby is born. This includes breastfeeding	e X		
Race Groups: including colour, nationality, ethni origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)			
People with Religious or othe Beliefs: different beliefs, customs (including atheist and those with no aligned belief) Sexual	s D		
<b>Orientation</b> , e.g.	x		

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

6.		Mitigation		
	put in place in ord	lentified a potential negative impact, please detail what mitigations will need to be er for your proposal to progress. <b>If you are unsure of the answer please state this</b> <b>urther investigation</b> .		
	Characteristic Mitigation			
	Employees	HR policies and guidence will be followed		

7.	How certain are you of the answers you have given?			
	Answer	Tick One		
	Certain - 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.	x		
	Not Certain – further assessment is recommended if proposal is progressed.			

Completed By				
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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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.

1.	Title of Proposal	Roads Review (£100k saving 201	8/19)		
		reference for your proposal)			
(176					
2.	Service Area:				
	Department: Assets & Infrastructure				
(Ple	ase enter the departi	ment/service area submitting the p	proposal)		
3.	Description:	Implementation of new Roads st	ructure and delivery model. Expected reduction		
		of 3FTE. The Council's HR Policie	s and Procedures will be utilised to manage and		
		mitigate any staffing changes/re	ductions.		
(Ple	ase enter a full descr	iption of your proposal including it	s aims and objectives)		
4.	Relevance to the E				
	Equality Act 2010?		he following duties of the Council under the evance – however small please indicate yes)		
	Equality Act 2010?		he following duties of the Council under the evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that	your proposal may have some rele	evance – however small please indicate yes)		
	Equality Act 2010? (If you believe that Elimination of discu	your proposal may have some rele Duty rimination (both direct &	evance – however small please indicate yes)		
	Equality Act 2010? (If you believe that Elimination of discr indirect), victimisat	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of discuindirect), victimisation your proposal discu	your proposal may have some rele Duty rimination (both direct &	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of discr indirect), victimisat	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of discr indirect), victimisat your proposal discr discrimination?)	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could	evance – however small please indicate yes) Yes/No		
	Equality Act 2010? (If you believe that Elimination of discuindirect), victimisati your proposal discridiscrimination?) Promotion of equa	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could iminate? Or help eliminate	evance – however small please indicate yes) Yes/No No		
	Equality Act 2010? (If you believe that Elimination of discuindirect), victimisati your proposal discridiscrimination?) Promotion of equa	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could iminate? Or help eliminate	evance – however small please indicate yes) Yes/No No		
	Equality Act 2010? (If you believe that Elimination of discrindirect), victimisat your proposal discrindiscrimination?) Promotion of equa (Could your proposal	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could iminate? Or help eliminate lity of opportunity? al help or hinder the Council with	evance – however small please indicate yes) Yes/No No		
	Equality Act 2010? (If you believe that Elimination of discuindirect), victimisative your proposal discridiscrimination?) Promotion of equa (Could your proposation) Foster good relation	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could iminate? Or help eliminate lity of opportunity? al help or hinder the Council with	evance – however small please indicate yes) Yes/No No		
	Equality Act 2010? (If you believe that Elimination of discuindirect), victimisation your proposal discridiscrimination?) Promotion of equa (Could your proposation) Foster good relation (Could your proposation)	your proposal may have some rele Duty rimination (both direct & tion and harassment. (Could iminate? Or help eliminate lity of opportunity? al help or hinder the Council with ms?	evance – however small please indicate yes) Yes/No No		

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact			Description	
Characteristic	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 you are unsure of the</b> <b>answer please state this and recommend further</b> <b>investigation</b> .	
Age (Older or younger people or a specific age grouping)	Х				

Disability e.g. Effects on people     X       with mental, physical, sensory     X       Ideming disability, visible/invisible, progressive or recurring     X       Gender (Males, Females, Transgender or Transsexual people)     X       Marital Status: Cuil Farnership, Co-habiting     X       Divorced, Married, Separated & Single.     X       Race Groups: Including colour, nationality, ethnic origins, including minorities (e.g. gryps travellers, refugees, migrants and asylum seekers)     X       People with Religious or other Beliefs: different beliefs, customs (including athelsts and those with no aligned belief)     X       Pregnacy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after griving birth)     X       Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual     X		<del></del>	1	
with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring     X       Gender (Males, Females, Transgender or Transsexual people)     X       Marital Status:     X       Civil Partnership, Co-habiting     X       Divorced, Married, Separated & Single.     X       Race Groups: Including colour, nationality, ethnic origins, including minorities (e.g., gyosy travellers, refugees, migrants and asylum seekers)     X       People with Religious or ther Beliefs: different beliefs; ustoms (including atheists and those with no aligned belief)     X       Pregramy & Maternity; (refers to the period after the birth, and is linked to maternity leave in the employment context, in the non-work context, protection against maternity discrimination is for 28 weeks after giving birth)     X       Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual     X	Disability e.g.	Х		
with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring     X       Gender (Males, Females, Transgender or Transsexual people)     X       Marital Status:     X       Civil Partnership, Co-habiting     X       Divorced, Married, Separated & Single.     X       Race Groups: Including colour, nationality, ethnic origins, including minorities (e.g., gyosy travellers, refugees, migrants and asylum seekers)     X       People with Religious or ther Beliefs: different beliefs; ustoms (including atheists and those with no aligned belief)     X       Pregramy & Maternity; (refers to the period after the birth, and is linked to maternity leave in the employment context, in the non-work context, protection against maternity discrimination is for 28 weeks after giving birth)     X       Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual     X				
physical, sensory     impairment,       learning disability,     wisble/nvisble,       progressive or     recurring       Gender (Males,     X       Females,     Transgender or       Transgender or     Transexual       people)     Martial Status:       X     Collisiting       Dovrced,     Martial Status:       X     Collisiting       Dovrced,     Martial Status:       Single.     Race Groups:       Race Groups:     X       Including colour,     nationality, ethnic       orighs, including     minorities (e.g.       gypsy travellers,     refugees,       refugees,     migrants and       asylum seekers)     X       Reeligious or other     Beligious or other       Beligious and those with no     aligned belief)       Pregnaroy &     X       Materity: (refers     X       Index to materity leave in     the employment       context, in the     non-work context,       protection against     materity       discrimination is     for 26 weiks after       gibing birth)     X       Secual     X       Orientation, e.g.     Lesbin, Gay,       Bisexual,     Heterosexual				
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responsibilities for someone with an equality Characteristic)			
Poverty:(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</b> <b>and recommend further investigation</b> .			
	Characteristic	Mitigation		
	Employees	Full Staff and Union consultation on proposed changes which will follow our well established HR procedures.		

7.	How certain are you of the answers you have given?				
	Answer	Tick One			
	<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.	X			
	Not Certain – further assessment is recommended if proposal is progressed.				

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

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.

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

2.	Service Area:	Waste Services
	Department:	Assets and Infrastructure

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

3.	Description:	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.		

(Please enter a full description of your proposal including its aims and objectives)

Relevance to the Equality Duty. Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?				
Duty	Yes/No			
Elimination of discrimination (both direct & indirect), victimisation and harassment. (Could your proposal discriminate? Or help eliminate discrimination?)	Yes			
Promotion of equality of opportunity?	Yes			
(Could your proposal help or hinder the Council with this)				
Foster good relations?	Yes			
(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)				

5.	Which groups of people may be impacted (both positively and negatively) if the proposal is
	advanced?

Equality Characteristic	Impact			Description         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 an         recommend further investigation.	
Characteristic	No Possible Impact Positive Impact	Possible Negative Impact			
Age (Older or younger people or a specific age grouping)			x	<ul> <li>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:</li> <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	<ul> <li>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:</li> <li>collection schedules i.e. collection frequency</li> <li>Container type</li> </ul>	
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x				
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x				
Race Groups: including colour, nationality, ethnic	x				

origins, including minorities (e.g.	
minorities (e.g.	
gypsy travellers,	
refugees,	
migrants and	
asylum seekers)	
People with x	
Religious or other	
Beliefs: different	
beliefs, customs	
(including atheists	
and those with no	
aligned belief)	
Pregnancy & x	
Maternity: (refers	
to the period after	
the birth, and is	
linked to	
maternity leave in	
the employment	
context. In the	
non-work context,	
protection against	
maternity	
discrimination is	
for 26 weeks after	
giving birth)	
Sexual X	
Orientation, e.g.	
Lesbian, Gay,	
Bisexual,	
Heterosexual	
Carers: (those x x Implication will be dependent on the	preferred
who have caring collection system. However it is possi	-
responsibilities for implications for carers as a result of cl	
someone with an	
equality • collection schedules i.e. colle	ction
Characteristic) frequency	
Container type	
Container type	
Poverty:(people x	
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	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.

put in place in orde	entified a potential negative impact, please detail what mitigations will need to be er for your proposal to progress. <b>If you are unsure of the answer please state this</b> urther investigation.
Characteristic	Mitigation
Age/Disability/	A communications plan will need to be developed to outline the changes. This
Carers	will need to include information on how to the use the service along with a collection calendar.
	Collection calendars will need to be provided in numerous forms to ensure that those individuals without access a computer, smartphone and internet are catered for.
	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 whe ever possible.
	The Council should be flexible in how it approaches these groups in terms of enforcing the new collection service.
Employees	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.

7.	How certain are you of the answers you have given?			
	Answer	Tick One		
	Certain - 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.			
	Not Certain – further assessment is recommended if proposal is progressed.	x		

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

### 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.

1.	Title of	Community Recycling Centre Review (Delivering savings of £40k)
	Proposal:	
	aco optor the title of	r reference for your proposal

(Please enter the title or reference for your proposal)

2.	Service Area: Waste Services	
	Department:	Assets and Infrastructure

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

3.	Description:	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.		

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality Characteristic	Impact			Description
	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. you are unsure of the answer please state this a recommend further investigation.
Age (Older or younger people or a specific age grouping)		x	X	Negative - The closure of some sites during the weekday may require those in various ag 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 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.
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x	x	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. 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.
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	x			
Marital Status: Civil Partnership, Co-habiting	x			

	1	1	1	
Divorced, Married, Separated & Single.				
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	x			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth)	x			
Sexual Orientation, 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

Poverty:(people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	x	x	open for longer in the summer which may improve access to sites which may better reflect the needs of carers. 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.
Employees (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.	Mitigation		
	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> .		
	Characteristic	Mitigation	
	Age/ Disability/ Carers/poverty	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.	
		<ul><li>Where possible when sites are closed the neighbouring facility will remain open to minimise disruption for residents.</li><li>A communication plan will be developed to inform residents of the changes to the service.</li></ul>	

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	x
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

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

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.

1.         Title of         Trade Waste Fees & Cl		Trade Waste Fees & Charges (delivering additional income of £105k)
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Waste Services
	Department:	
(0)		

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

3.	Description:	Increased Trade Waste charges as agreed as part of the 2017/18 financial
		plan

(Please enter a full description of your proposal including its aims and objectives)

De seus hellesse sons anno de la compañía de				
Do you believe your proposal has any relevance to the following duties of the Council under				
the Equality Act 2010?				
(If you believe that your proposal may have some	relevance – however small please indicat			
yes)				
Duty	Yes/No			
Elimination of discrimination (both direct &	Yes			
indirect), victimisation and harassment. (Could				
your proposal discriminate? Or help eliminate				
discrimination?)				
Promotion of equality of opportunity?	Yes			
(Could your proposal help or hinder the Council				
with this)				
Foster good relations?	Yes			
(Could your proposal help or hinder the council s				
relationships with those who have equality				
characteristics?)				

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

	1		1
younger people or			
a specific age			
grouping)			
Disability e.g.	х		
Effects on people			
with mental,			
physical, sensory			
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,			
-	х		
Females,			
Transgender or			
Transsexual			
people)		 	
Marital Status:	х		
Civil Partnership,			
Co-habiting			
Divorced,			
Married,			
Separated &			
Single.			
Race Groups:	х		
including colour,			
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees,			
migrants and			
asylum seekers)			
People with	х		
Religious or other			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Pregnancy &	x	1	
Maternity: (refers			
to the period			
after the birth,			
and is linked to			
maternity leave in			
the employment			
context. In the			
non-work context,			
protection			
against maternity			
discrimination is			
for 26 weeks after			
giving birth)			
Sexual			
	x		
Orientation, e.g.			

Lesbian, Gay, Bisexual, Heterosexual			
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		

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</b> <b>state this and recommend further investigation</b> .				
	Characteristic	Mitigation			
	Poverty	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.	How certain are you of the answers you have given?			
	Answer	Tick One		
	Certain - 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.	X		
	Not Certain – further assessment is recommended if proposal is progressed.			

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

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.

1.	Title of Proposal:	Fees and Charges
(Ple	ase enter the title or	r reference for your proposal)

2.	Service Area:	Asset & Infrastructure
	Department:	

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

5.	Which groups or proposal is adva (Please x all that a	anced?	may be ir	npacted (I	both positively and negatively) if the
	Equality		Impact	t	Description
	Characteristic	No	Possible	Possible	Where you have identified a potential impact,
		Impact	Positive	Negative	please detail what you perceive this to be.
			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</b>
					you are unsure of the answer please state this and recommend further investigation.

	-	1	1	
Age (Older or	Х			
younger people or				
a specific age				
grouping)				
Disability e.g.	х			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	~			
Females,	х			
Transgender or				
Transsexual				
people)				
Marital Status:				
	х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Groups:	х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	х			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy &	х			
Maternity: (refers				
to the period				
after the birth,				
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
giving birth)				
Sexual	v			
JCAUAI	Х			

-				
-				
Bisexual,				
Heterosexual				
Carers: (those	х			
who have caring				
responsibilities				
for someone with				
an equality				
Characteristic)				
Poverty:(people			Х	People living in poverty may be less able to
who are on a low				meet increased fees and charges.
income including				
benefits				
claimants, people				
experiencing fuel				
poverty, isolated				
rural communities				
etc)				
Employees (those	х			
employed by the				
full time, part				
time and				
temporary)				
	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	Lesbian, Gay, Bisexual, HeterosexualCarers: (those who have caring responsibilities for someone with an equality Characteristic)XPoverty: (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)XEmployees (those employed by the Council including full time, part time andX	Lesbian, Gay, Bisexual, HeterosexualImage: Carers: (those the second of the s	Lesbian, Gay, Bisexual, HeterosexualImage: Care section of the

6.	5. Mitigation						
	Where you have identified a potential negative impact, please detail what mitigations will ne to be put in place in order for your proposal to progress. <b>If you are unsure of the answer ple state this and recommend further investigation</b> .						
to be put in place in order for your proposal to progress. If you are unsure of the answer state this and recommend further investigation.CharacteristicMitigationPovertyIncreases do not exceed 3% and the Council's Financial Inclusion and							
	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.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	x
	Not Certain – further assessment is recommended if proposal is progressed.	

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

## 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.

1.	Title of	Communications Social Media Grade 8 to Modern Apprentice (MA)
	Proposal:	or Grade 5

(Please enter the title or reference for your proposal)

2.	Service Area:	ED and Corporate Services (Communications)
	Department:	
(0)		

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Impact Positive Negative p Impact Impact V r e	Description			
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		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</b> you are unsure of the answer please state this and recommend further investigation.

Age (Older or		Х	Х	The MA will only be open to young people
younger people or		1		
a specific age				
grouping)		1		
Disability e.g.	Х			
Effects on people	~			
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	х			
Females,	^			
Transgender or				
Transsexual		1		
people)				
Marital Status:	Х			
Civil Partnership,	Λ			
Co-habiting				
Divorced,				
-				
Married,				
Separated &				
Single.		-		
Race Groups:	Х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	Х			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists		1		
and those with no		1		
aligned belief)		-		
Pregnancy &	Х	1		
Maternity: (refers		1		
to the period		1		
after the birth,		1		
and is linked to		1		
maternity leave in				
the employment				
context. In the				
non-work context,		1		
protection				
against maternity				
discrimination is		1		
for 26 weeks after				
giving birth)			1	
Sexual	Х			
-------------------	---	---	---	---
Orientation, e.g.				
Lesbian, Gay,				
Bisexual,				
Heterosexual				
Carers: (those	Х			
who have caring				
responsibilities				
for someone with				
an equality				
Characteristic)				
Poverty:(people				
who are on a low				
income including				
benefits				
claimants, people				
experiencing fuel				
poverty, isolated				
rural communities				
etc)				
Employees (those		Х	Х	There may be an impact within service on
employed by the				capacity and on other employees who have to
Council including				take on more work or be involved with
full time, part				training in the short term
time and				
temporary)				

6.	
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#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Characteristic	Mitigation
Employees	Any restructure will be done in conjunction and in accordance with SBC HR Policy, which involves the consideration of any equalities impact.

7.	How certain are you of the answers you have given?				
	Answer	Tick One			
	Certain - 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.	X			
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.				

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

## 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.

1.	Title of Proposal	Review of Day Services (Older People and Learning Disability)
		£290,000

(Please enter the title or reference for your proposal)

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

3.	Description	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.			
1					

(Please enter a full description of your proposal)

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

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

Equality		Impact		Description
Characteristic	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. If you are unsure of the answer please state this an recommend further investigation.
Age (Older or younger people or a specific age grouping)			Х	Older People Day Centres are mainly utilised by users aged 65+
Disability 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 physic or learning disability
<b>Gender</b> (Males, Females, Transgender or Transsexual people)	х			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	х			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	Х			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	х			
Pregnancy & Maternity: (refers to the period after the birth, and is				

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

6.	Negative Impact					
	Where you have in to be.	dentified a potential negative impact, please detail what you perceive this				
	and the extent to	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</b> <b>please state this and recommend further investigation</b> .				
	Characteristic	Explanation				
	Age	Potential to reduce Adult Day Services, Social Centres & Community				
		Health Teams. Alternatives would need to be developed and provided for individuals.				
	Disability	Health Teams. Alternatives would need to be developed and				

7.	How certain are you of the answers you have given?				
	Answer	Tick One			
	Certain - 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.	Х			
	Not Certain – further assessment is recommended if proposal is accepted.				

Completed By						
Name     Rob McCulloch Graham     Dept.     Health & Social Care						
Post	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.

1	1.	Title of	Review of non-day service functions from SBC Cares (delivery of £100,000
		Proposal:	saving)

(Please enter the title or reference for your proposal)

2.	Service Area:	ervice Area: Health & Social Care Integration		
	Department:			
(-1				

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

3.	Description:	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					

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		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</b> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)		Х	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.
Gender (Males, Females, Transgender or Transsexual people)	x			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	X			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the	X			

non-work context, protection against maternity discrimination is for 26 weeks after giving birth) Sexual Orientation, 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.
Poverty:(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)			Х	There could potentially be a negative impact on SB Cares staff who currently provide existing services.

#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Characteristic	Mitigation
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.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	Х
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

1.	Title of	Review and recommission of Specialist Care and Support Services (delivery
	Proposal:	of £250,000 saving)

(Please enter the title or reference for your proposal)

2.	Service Area:	Health & Social Care Integration
	Department:	

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

3.	Description:	Greater efficiency through more effective and economic specialist service
		provision commissioned from external organisations.

(Please enter a full description of your proposal including its aims and objectives)

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

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

for 26 weeks after giving birth)				
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	Х			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)		x	X	If no alternative provision is put in place, the 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 whi will mitigate this impact. They are also committed to supporting Carers and fully complying with the provisions of the Carers' Act.
Poverty:(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 commissione from external provider organisations howeve

6.		Mitigation					
	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> .						
	Characteristic	Mitigation					
	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. S carer support – Carers' Act						
EmployeesMitigation of impact on SB Cares staff through redeployment and provisioned care and support services.							

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

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

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

## 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.

1.	Title of	Review the shopping service (delivery of £41,000 saving)
	Proposal:	

(Please enter the title or reference for your proposal)

2. Service Area: Health & Social Care Integration		Health & Social Care Integration		
	Department:			

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

3.	3. Description: Alternative delivery models are now available which clients can a	
		which may mean this service can be decommissioned (subject to
		consultation).

(Please enter a full description of your proposal including its aims and objectives)

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

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

Orienta	ation, e.g.			
Lesbiar	n, Gay,			
Bisexua	al,			
Hetero	sexual			
Carers:	(those	Х		
who ha	ive caring			
respon	sibilities			
for som	neone with			
an equ	ality			
Charac	teristic)			
Povert	<b>y:</b> (people	Х		
who ar	e on a low			
income	including			
benefit	S			
claimar	nts, people			
experie	encing fuel			
poverty	, isolated			
rural co	ommunities			
etc)				
Employ	<b>/ees</b> (those		Х	Existing shopping service staff will no longer
employ	ed by the			be required in this role.
Counci	including			
full tim	e, part			
time ar	nd			
tempor	ary)			

6.		Mitigation				
	to be put in place	dentified a potential negative impact, please detail what mitigations will need in order for your proposal to progress. <b>If you are unsure of the answer please</b> commend further investigation.				
	Characteristic	Mitigation				
Age All clients will now be signposted to a		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 se					
	ensure no adverse impact is experienced.					
	Employees	Mitigation of impact on staff through redeployment.				

7.	How certain are you of the answers you have given?		
	Answer	Tick One	
	Certain - 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.	х	
	Not Certain – further assessment is recommended if proposal is progressed.		

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

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.

1.     Title of     Review Learning Disability Commissioned Services including SE		Review Learning Disability Commissioned Services including SB Cares within	
		Proposal:	Learning Disability Service (delivery of £100,000 saving)

(Please enter the title or reference for your proposal)

Ζ.	Service Area:	Health & Social Care Integration
	Department:	

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

	quality	Impact		t	Description
C	haracteristic	No	Possible	Possible	Where you have identified a potential impact,
		Impact	Positive	Negative	please detail what you perceive this to be.
			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</b> you are unsure of the answer please state this and recommend further investigation.
Age (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.
Gender (Males, Females, Transgender or Transsexual people)	х			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	Х			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	X			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	x			

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

6.	to be put in place i	<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</b> <b>state this and recommend further investigation</b> .				
	Characteristic	Mitigation				
	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.	How certain are you of the answers you have given?	
	Answer	Tick One
	<b>Certain</b> - I have populated the evidence base to support my answers.	
	Fairly Certain – but don't have concrete evidence to support my	X

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

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

## 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.

I	1. Title of Review Commissioned Services including SB Cares within Learning		Review Commissioned Services including SB Cares within Learning Disability
		Proposal:	Services with new alternatives (delivery of £76,000 saving)

(Please enter the title or reference for your proposal)

2.	Service Area: Health & Social Care Integration				
	Department:				
(-1					

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

3.	Description:	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.	

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		Impact	Impact	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.
Age (Older or younger people or a specific age grouping)	х			
<b>Disability</b> e.g. Effects on people with mental, physical, sensory impairment,		x	x	If no alternative implemented, potential negative impact
learning disability, visible/invisible, progressive or recurring				
Gender (Males, Females, Transgender or Transsexual people)	x			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated &	x			
Single. Race Groups:	X			
including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers,				
refugees, migrants and asylum seekers)				
People with Religious or other Beliefs: different	Х			
beliefs, customs (including atheists and those with no aligned belief)				
Pregnancy & Maternity: (refers to the period	Х			
after the birth, and is linked to <b>maternity</b> leave in				
the employment context. In the non-work context,				
protection against maternity discrimination is for 26 weeks after				

giving birth)				
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	х			
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	Х			
<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</b> <b>state this and recommend further investigation</b> .				
	Characteristic	Mitigation			
	Disability	New alternative – Project Search – now in place and initial outcomes appear positive and indicate improved outcomes for service users.			

7.	How certain are you of the answers you have given?		
	Answer	Tick One	
	Certain - 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.	X	
	Not Certain – further assessment is recommended if proposal is progressed.		

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

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.

I	1.	Title of	Reduction in Night-Time Support in Learning Disability (delivery of £74,000
		Proposal:	saving)

(Please enter the title or reference for your proposal)

2. Service Area: Health & Social Care Integration				
	Department:			

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

3.	Description:	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.	

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

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

for 26 weeks after giving birth)			
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	Х		
<b>Carers:</b> (those who have caring responsibilities for someone with an equality Characteristic)	Х		
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	Targeted reduction of 2.0 FTE

6.	6. Mitigation Where you have identified a potential negative impact, please detail what mitigations will nee to be put in place in order for your proposal to progress. If you are unsure of the answer pleas state this and recommend further investigation.	
	Characteristic	Mitigation
	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.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	х

Not Certain – further assessment is recommended if proposal is	
progressed.	

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

## 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.

1.	Title of	Consider decommission Learning Disability Service delivered by Border	
	Proposal:	College (delivery of £24,000 saving)	

(Please enter the title or reference for your proposal)

2.	Service Area:	Health & Social Care Integration
	Department:	
(2)		

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

3.	Description:	New, more appropriate alternative services have been developed for
		implementation from autumn term 2018 with no further cost to the
		Council.

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		Impact	Impact	Where an equality characteristic is potentially
				negatively affected, please explain how and the
				extent to which they may be negatively affected. I
				you are unsure of the answer please state this an

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

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. If you are unsure of the answer please					
state this and recommend further investigation.						
Characteristic Mitigation						
Disability	A new course has been agreed which will not require any contribution from Scottish Borders Council and therefore the previous contribution ca be withdrawn. It will initially be a 1-year course and will have capacity fo 12 full-time students who will be eligible for bursary funding. This may increase going forward, should demand or need require it.					
	The new course will complement other learning-disability-focussed services including Project Search, which focusses on employability and th new Volunteer programme, for which European Social Funding has been secured.					
	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.					

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	х
	Not Certain – further assessment is recommended if proposal is progressed.	

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

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.

Ī	1.	Title of	Return adults with high supported living needs to the Scottish Borders,		
		Proposal:	decommissioning high-tariff out of area placements (Learning Disability)		

(Please enter the title or reference for your proposal)

2.	. Service Area: Health & Social Care Integration					
	Department:					
(2)						

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

3.	Description:	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.		

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact			Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		Impact	Impact	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.
Age (Older or	x	+		
younger people or	^			
a specific age				
grouping)				
Disability e.g.		Х	Х	Two specific clients have been identified for
Effects on people		^	~	whom this proposal is possible. Whilst this w
with mental,				
physical, sensory				involve change, longer-term, returning to the
impairment,				own communities and homes and receiving a
learning disability,				new form of commissioned care and support
visible/invisible,				will result in much better outcomes for these
progressive or				clients.
recurring				
Gender (Males,	Х			
Females,				
Transgender or		1		
Transsexual				
people)				
Marital Status	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Groups:	Х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	Х			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy and	Х			
Maternity (refers		1		
to the period		1		
after the birth,		1		
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
giving birth),				
---	---	--	--	
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	x			
<b>Carers</b> (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			

6.	Mitigation							
	to be put in place	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. If you are unsure of the answer please state this and recommend further investigation.						
	Characteristic Mitigation							
	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.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	X
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

-	

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

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.

1.	Title of	Decommission a specific Adult Learning Disability contract (delivery of
	Proposal:	£10,000 saving)

(Please enter the title or reference for your proposal)

2.	Service Area:	Health & Social Care Integration
	Department:	

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

3.	Description:	This client-specific service is currently being decommissioned as it is no
		longer required.

(Please enter a full description of your proposal including its aims and objectives)

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

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	Possible	Possible	Where you have identified a potential impact,
		Impact	Positive	Negative	please detail what you perceive this to be.
			Impact	Impact	Where an equality characteristic is potentially
					negatively affected, please explain how and the
					extent to which they may be negatively affected. <i>If</i>
					you are unsure of the answer please state this and recommend further investigation.

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

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

6.	5. Mitigation Where you have identified a potential negative impact, please detail what mitiga to be put in place in order for your proposal to progress. If you are unsure of the state this and recommend further investigation.				
	Characteristic	Mitigation			

7.	How certain are you of the answers you have given?				
	Answer	Tick One			
	Certain - 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.	x			
	Not Certain – further assessment is recommended if proposal is progressed.				

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

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.

1.	Title of	Decommission 2 Mental Health services with identified alternatives				
	Proposal:	(delivery of £53,000 saving)				

(Please enter the title or reference for your proposal)

2.	Service Area:	Health & Social Care Integration	
	Department:		
L			

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impa		t	Description	
Characteristic	No	Possible	Possible	Where you have identified a potential impact,	
	Impact	Positive	Negative	please detail what you perceive this to be.	
		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</b>	
				you are unsure of the answer please state this and recommend further investigation.	

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

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

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	х
	Not Certain – further assessment is recommended if proposal is progressed.	

<b></b>	T	

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

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.

#### 1. **Title of Proposal** Greater Utilisation of Technology (saving £100k)

(Please enter the title or reference for your proposal)

2.	Department	Adult Services

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

3.	Description	Through further increasing the use of technology and equipment, it is
		anticipated we will reduce the number of lower-level care at home
		packages.

(Please enter a full description of your proposal)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is adopted?

(Please x all that apply).

Equality Characteristic		Impact		Description
	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 you are</b> <b>unsure of the answer please state this and</b>

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

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

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	х
	Not Certain – further assessment is recommended if proposal is accepted.	

Completed By			
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.

1.	Title of	Undertake a productivity programme across Adult Social Work services
	Proposal:	(Meridian) (delivery of £88,000 saving)

(Please enter the title or reference for your proposal)

Ζ.	Service Area:	Health & Social Care Integration
	Department:	

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

#### Which groups of people may be impacted (both positively and negatively) if the 5. proposal is advanced? (Please x all that apply ). Equality Description Impact Characteristic No Possible Possible Where you have identified a potential impact, Positive please detail what you perceive this to be. Impact 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</b> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)	Х			
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
Gender (Males, Females, Transgender or Transsexual people)	Х			
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	X			
Pregnancy and Maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	X			

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

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

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

proposal is progressed.	
Not Certain – further assessment is recommended if proposal is	
progressed.	

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

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.

1.	Title of	Review of management arrangements across Adult Social Work Services
	Proposal:	(delivery of £60,000 saving)

(Please enter the title or reference for your proposal)

2.	Service Area: Health & Social Care Integration	
	Department:	
(-)		

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

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

discrimination is			
for 26 weeks after			
giving birth), Sexual			
<b>Orientation</b> , e.g.	Х		
Lesbian, Gay,			
Bisexual,			
Heterosexual			
Carers (those who	Х		
have caring			
responsibilities			
for someone with			
an equality			
Characteristic)			
Poverty	Х		
(people who are			
on a low income			
including benefits			
claimants, people			
experiencing fuel			
poverty, isolated rural communities			
etc)			
Employees (those		X	Reduction in management staff of 1.0 FTE
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</b> <b>state this and recommend further investigation</b> .			
	Characteristic Mitigation			
	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.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - I have populated the evidence base to support my answers.	
	Fairly Certain – but don't have concrete evidence to support my answers so would recommend further assessment is conducted if the	х

proposal is progressed.	
Not Certain – further assessment is recommended if proposal is	
progressed.	

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

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.

1.	Title of	Review Community Based Services (considering posts/skill mix) covering	
	Proposal:	Occupational Therapy and Social Work in order to maximise benefit of	
		initiatives such as Enablement and Buurtzog. ( £110,000 saving)	

(Please enter the title or reference for your proposal)

2.	Service Area:	Health & Social Care Integration
	Department:	

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

3	Description:		
		result in constraining costs for traditional (and more intensive) social ca	
		services - better for the client and more cost-effective.	

(Please enter a full description of your proposal including its aims and objectives)

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

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

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

Mitigation 6. 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. If you are unsure of the answer please state this and recommend further investigation. Characteristic Mitigation Potential to reduce services. Alternatives are being developed and Age provided for individuals. Carers Potential to reduce services. Alternatives are being developed. Specific carer support – Carers' Act Mitigation of impact on staff through redeployment and reprovisioned Employees care and support services.

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

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

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

## 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.

1.	Title of	Review all small grants and contributions to communities and payments to
	Proposal:	3 <sup>rd</sup> sector organisations across Adult Social Work Services (delivery of
		£20,000 saving)

(Please enter the title or reference for your proposal)

2.	Service Area:	Health & Social Care Integration
	Department:	

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

	Equality	Impact			Description
C	Characteristic	No	Possible	Possible	Where you have identified a potential impact,
		Impact	Positive	Negative	please detail what you perceive this to be.

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

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

6. Mitigation
 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. If you are unsure of the answer please state this and recommend further investigation.
 Characteristic Mitigation

7.	How certain are you of the answers you have given?					
	Answer	Tick One				
	<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.	x				
	Not Certain – further assessment is recommended if proposal is					

progressed.	

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

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.

1.	1.Title ofReview of Early Years Service (delivery of £320,000 saving)			
	Proposal:			

(Please enter the title or reference for your proposal)

2. Service Area: Children & Young Peop		Children & Young People's Services		
	Department:			

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ). Equality Description Impact Characteristic No Possible Possible Where you have identified a potential impact, Positive please detail what you perceive this to be. Impact 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</b> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)	X			
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
Gender (Males, Females, Transgender or Transsexual people)	Х			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	Х			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	Х			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	X			

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

6.	Mitigation					
	to be put in place in c	tified a potential negative impact, please detail what mitigations will need order for your proposal to progress. <b>If you are unsure of the answer please</b> mend further investigation.				
Characteristic Mitigation						

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

progressed.

Not Certain – further assessment is recommended if proposal is	
progressed.	

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

## 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.

1.	Title of	Teacher allocations and class organisation	(£230k in 2018/19 / £770k in
	Proposal:	2019/20 / £380 in 2020/21)	

(Please enter the title or reference for your proposal)

2.	Service Area:	Children & Young People
	Department:	

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

3.	Description:	Subject to maintaining the Pupil / Teacher ratio as directed by the Scottish
0.		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 .

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all th	at apply ).
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Equality	Impact		t	Description	
Characteristic	No Impact	No Possible	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. I you are unsure of the answer please state this an recommend further investigation.	
Age (Older or younger people or a specific age grouping)			Х	Reducing the number of teachers may have a impact on the learning experience for children.	
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	x				
Gender (Males, Females, Transgender or Transsexual people)	Х				
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x				
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x				
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	x				
Pregnancy & Maternity: (refers to the period	Х				
	after the birth,				
---	--------------------	---	-------	---	
	and is linked to				
	maternity leave in				
	the employment				
	context. In the				
	non-work context,				
	protection				
	against maternity				
	discrimination is				
	for 26 weeks after				
	giving birth)				
	Sexual	Х			
	Orientation, e.g.				
	Lesbian, Gay,				
	Bisexual,				
	Heterosexual				
	Carers: (those	Х			
	who have caring				
	responsibilities				
	for someone with				
	an equality				
	Characteristic)				
	Poverty:(people	х			
	who are on a low				
	income including				
	benefits				
	claimants, people				
	experiencing fuel				
	poverty, isolated				
	rural communities				
	etc)				
[	Employees (those		 х	Reduction in teacher numbers / reduced	
	employed by the			opportunities for newly qualified entrants to	
	Council including			the profession.	
	full time, part				
	time and				
	temporary)				

6	

#### Mitigation

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. If you are unsure of the answer please state this and recommend further investigation.

Characteristic	Mitigation
Age	The service will ensure that opportunities for young people are maintained and there will be greater opportunities for suitably qualified Early Years staff.
Employees	Teacher staff turnover is low and it is expected that any necessary reductions will be managed through the Council's HR Policies and Procedures.

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	X
	Not Certain – further assessment is recommended if proposal is progressed.	

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

## 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.

	1.	Title of Proposal:	School Estate Review (delivery of £85,000 saving Yr 1)
--	----	--------------------	--

(Please enter the title or reference for your proposal)

2.	Service Area:	Education Service			
	Department:				
/0/2	(Disease entry the department/convice every submitting the prepage)				

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ). Equality Description Impact Characteristic Possible Possible Where you have identified a potential impact, No Positive please detail what you perceive this to be. Impact 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</b> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)	Х			
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	x			
Gender (Males, Females, Transgender or Transsexual people)	Х			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	Х			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	X			

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

6.		Mitigation						
	Where you have in	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. If you are unsure of the answer please						
	state this and rec	ommend further investigation.						
	Characteristic	Mitigation						
	Employees	The Council's HR Policies and Procedures will be used to mitigate any						
	staffing changes / reductions.							

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

proposal is progressed.	
Not Certain – further assessment is recommended if proposal is	
progressed.	

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

## 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.

1.	Title of Proposal:	Music Tuition Review (delivery of £50,000 savings)

(Please enter the title or reference for your proposal)

2.	Service Area:	Education Service				
	Department:					
(0)						

(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 manag		
		mitigate any staffing changes/reductions.	

(Please enter a full description of your proposal including its aims and objectives)

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

	1	[	[	
Age (Older or			Х	This will impact people of secondary school
younger people or				age. Potential reduction in service and
a specific age				potential increase in charges.
grouping)				-
Disability e.g.	Х			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	х			
Females,	^			
Transgender or				
Transsexual				
people) Marital Status:	V			
	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Groups:	Х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	Х			
Religious or other				
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy &	Х			
Maternity: (refers				
to the period				
after the birth,				
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
giving birth)				
Sexual	х			
JEAUAI	۸			

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

5.	<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</b> <b>state this and recommend further investigation</b> .					
	Characteristic	Mitigation				
	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.	How certain are you of the answers you have given?					
	Answer	Tick One				
	Certain - 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.	x				
	Not Certain – further assessment is recommended if proposal is progressed.					

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

#### 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.

1.	Title of	Outdoor Education Service Review (delivery of £55,000 saving)
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Education Service			
	Department:				
(0)					

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

Relevance to the E	Relevance to the Equality Duty.				
the Equality Act 20	Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?				
(If you believe that yes)	(If you believe that your proposal may have some relevance – however small please indicate yes)				
	Duty	Yes/No			
indirect), victimisa	rimination (both direct & tion and harassment. (Could iminate? Or help eliminate	No			
-	lity of opportunity? al help or hinder the Council	No			
	ns? al help or hinder the council s hose who have equality	Yes			

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality		Impact	t	Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
Impact 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> .
Age (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		
Gender (Males, Females, Transgender or Transsexual people)	X		
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X		
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x		
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	x		
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	X		
protection against maternity			

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

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	X

Not Certain – further assessment is recommended if proposal is	
progressed.	

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

## 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.

1.	Title of Proposal:         School Library Review (delivery of £75,000 saving)	

(Please enter the title or reference for your proposal)

2.	Service Area:	Education Service
	Department:	

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

	Impact	Positive Impact	Negative 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> you are unsure of the answer please state this and recommend further investigation.
Age (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.
Disability 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)	Х			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	x			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the	X			

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

6.		Mitigation							
	to be put in place	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. If you are unsure of the answer please state this and recommend further investigation.							
	Characteristic	Mitigation							
	Age An alternative facility will be made available for students.								
	Employees	The Councils HR Policies and Procedures will be utilised to manage any staffing changes / reductions.							

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

nswers so would recommend further assessment is conducted if the roposal is progressed.	
<b>ot Certain –</b> further assessment is recommended if proposal is rogressed.	

Complete	Completed By			
Name	Donna Manson	Service Area.	СҮР	
Post	Service Director – Children & Young People	Date	12/1/2018	

## 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.

1.		
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Education Service			
	Department:				
(0)					

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality		Impact	t	Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		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</b> you are unsure of the answer please state this and recommend further investigation.
Age (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	
Gender (Males, Females, Transgender or Transsexual people)	X	
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X	
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x	
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	X	
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment	X	
context. In the non-work context, <b>protection</b> against <b>maternity</b>		

discrimination is for 26 weeks after			
giving birth)			
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	X		
<b>Carers:</b> (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		
<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.		Mitigation				
	to be put in place	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</b> state this and recommend further investigation.				
	Characteristic	Mitigation				
	Age	Longer term funding from the Pupil Equity Fund will be used to mitigate the impact of reductions in deprivation funding.				
	Employees	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.				

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

	proposal is progressed.         Not Certain – further assessment is recommended if proposal is progressed.			
Со	mplete	ed By		
NameDonna MansonService Area.		CYP		
Post		Service Director – Children & Young People	Date	12/1/2018

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.

1.	Title of	Review of Additional Support Needs (ASN) Transport Provision (delivery of
	Proposal:	£200,000 saving)

(Please enter the title or reference for your proposal)

2.	Service Area:	Education Service			
	Department:				
(0)					

(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	
		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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

	Impact	Positive Impact	Negative 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.
Age (Older or younger people or a specific age	Х			
grouping) Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or			x	Children with Special Needs could be impacted by this proposal. (see mitigation below)
recurring Gender (Males, Females, Transgender or Transsexual	x			
people) Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	X			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	x			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the	X			

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

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

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

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

## 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.

1.	Title of	Reduce External Placements – Children & Families Social Work (delivery of
	Proposal:	£400,000 saving in 2018/19 and 2019/20)

(Please enter the title or reference for your proposal)

2.	Service Area:	Children & Young People's Services				
	Department:					
	(Diagon enter the department (convice area cubmitting the proposal)					

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).					
Equality		Impod		Decarintion	
		Impact		Description	
Characteristic	No	Possible	Possible	Where you have identified a potential impact,	
	Impact	Positive	Negative	please detail what you perceive this to be.	
		Impact	Impact	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.
Age (Older or younger people or a specific age grouping)		X	X	Young People will be impacted by the reduction in external placements.
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
Gender (Males, Females, Transgender or Transsexual people)	X			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	Х			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	x			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment	X			
context. In the non-work context, <b>protection</b>				

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

6.		Mitigation			
	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> .				
	Characteristic	Mitigation			
	Age	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.			

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

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

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

## 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.

1.	Title of	Review of Children & Families Social Work Service (delivery of £100,000
	Proposal:	saving)

(Please enter the title or reference for your proposal)

2.	Service Area:	Children & Young People's Services
	Department:	

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

3.	Description:	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.				

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ). Equality Impact Description Characteristic No Possible Where you have identified a potential impact, Possible Positive please detail what you perceive this to be. Impact 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</b> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)	N			
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	N			
Gender (Males, Females, Transgender or Transsexual people)	N			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	N			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	N			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	N			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	N			

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

6.	Mitigation							
	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. If you are unsure of the an								
	state this and reco	ommend further investigation.						
	Characteristic	Mitigation						
	Employees	The councils HR policies and procedures will be utilised to manage any						
		staffing changes / reductions.						

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

proposal is progressed.	
Not Certain – further assessment is recommended if proposal is	
progressed.	

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

## 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.

1.     Title of     Reduce the use of agency staff creating efficiencies.		Reduce the use of agency staff creating efficiencies.
	Proposal:	
(Please enter the title or reference for your proposed)		

(Please enter the title or reference for your proposal)

2. Service Area: Children & Young People's Services		Children & Young People's Services	
	Department:		
(Plance enter the department (convice even even it is the property)			

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ). Equality Impact Description Characteristic Possible Where you have identified a potential impact, No Possible Positive please detail what you perceive this to be. Impact 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</b> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)	N			
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	N			
Gender (Males, Females, Transgender or Transsexual people)	N			
Marital Status: Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	N			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	N			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	N			
Pregnancy & Maternity: (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	N			
protection				
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against maternity				
discrimination is				
for 26 weeks after				
giving birth)				
Sexual	Ν			
Orientation, e.g.				
Lesbian, Gay,				
Bisexual,				
Heterosexual				
Carers: (those	Ν			
who have caring				
responsibilities				
for someone with				
an equality				
Characteristic)				
Poverty:(people	Ν			
who are on a low				
income including				
benefits				
claimants, people				
experiencing fuel				
poverty, isolated				
rural communities				
etc)				
Employees (those		Ν	There will be a reduced use of supply staff.	
employed by the				
Council including				
full time, part				
time and				
temporary)				

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

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

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

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.

1.	Title of	Review of Community Learning & Development Service (Adults & Youth)
	Proposal:	(delivery of £50,000 saving).

(Please enter the title or reference for your proposal)

2.	Service Area:	Children & Young People's Services			
	Department:				
(010	(Please enter the department (corvice area submitting the proposal)				

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

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

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

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

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

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

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

Complete	Completed By			
Name	Donna Manson	Service Area.	СҮР	
Post	Service Director – Children & Young People	Date	15/01/2018	

## 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.

1.	Title of	Performance Team: Grade 8 to Modern Apprentice (MA) and		
	Proposal:	Democratic Services vacancy		
	(Diagon optor the title or reference for your proposal)			

(Please enter the title or reference for your proposal)

2.	Service Area:	Customer and Communities		
	Department:	1. Democratic Service		
		2. Performance, Policy, Planning		

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

3.	Description:	<ol> <li>Remove current Grade 8 vacancy</li> <li>Move from Grade 8 to MA</li> </ol>

(Please enter a full description of your proposal including its aims and objectives)

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

#### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ). Equality Description Impact Characteristic Possible Possible Where you have identified a potential impact, No Positive please detail what you perceive this to be. Impact 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</b> you are unsure of the answer please state this and recommend further investigation.
<b>Age</b> (Older or younger people or a specific age		X	x	The MA will only be open to young people
grouping) Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	X			
Gender (Males, Females, Transgender or Transsexual people)	Х			
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	Х			
Pregnancy and Maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context,	X			

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

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

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

proposal is progressed.	
Not Certain – further assessment is recommended if proposal is	
progressed.	

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

## 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.

1.	Title of	Integrated Customer Services Model		
	Proposal:			
/ D/ -				

(Please enter the title or reference for your proposal)

2.	Service Area:	Customer and Communities (Customer Services)	
	Department:		

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

3.	Description:	Background
		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.
		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)
		Objectives
		Realise financial benefits identified as part of the move to an integrated service delivery model.
		Realise benefits from operational delivery to the citizens of the Scottish Borders from a move to the integrated models.

(Please enter a full description of your proposal including its aims and objectives)

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

#### **Foster good relations?** (Could your proposal help or hinder the council s relationships with those who have equality characteristics?)

### 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	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>Ij</b> you are unsure of the answer please state this an recommend further investigation.
Age (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 b 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 mode due to more streamlined, improved, joined u service delivery with easier customer access for advice with knowledge spread across mor 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 b 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 b 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		x		There should be no specific impact on this group other than positive impacts from greater ease of access to a more streamlined
Transsexual				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.
Marital Status Civil Partnership,	х		
Co-habiting Divorced, Married,			
Separated & Single.			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g.		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.
gypsy travellers, refugees, migrants and asylum seekers)			Positive impacts by resource and responsibilities redistribution/ reallocation to consolidate some duties thereby allowing a focus on core duties.
People with Religious or other Beliefs: 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
Pregnancy and Maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth)	X		
Sexual Orientation, 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.

<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	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.
Poverty (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	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, electronic record keeping, reducing caseload and administrative work. Positive impact from the integrated service model due to more streamlined, improved, joined up service with easier access. 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
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X	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

6.	Mitigation		
	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. If you are unsure of the answer please state this and recommend further investigation.		
		ommend further investigation.	
	Characteristic	Mitigation	
		_	

	<ul> <li>additional self service and information options, improved triage and internal processes and the introduction of electronic record keeping.</li> <li>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.</li> <li>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.</li> </ul>
Age & Disabili	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.	How certain are you of the answers you have given?		
	Answer	Tick One	
	<b>Certain</b> - I have populated the evidence base to support my answers.	x	
	<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.		
	Not Certain – further assessment is recommended if proposal is progressed.		

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

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.

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

2.	Service Area: Planning intend to restructure the Building Standards and Built and	
	Department:	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.

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

3.	Description:	Two staff members would take retirement if ERVS is made available. This		
		will allow cashable savings to be made as the services are restructured.		
(-)				

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact		t	Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		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</b> you are unsure of the answer please state this and recommend further investigation.

Age (Older or		Х	Х	The MA position to be created will only be
younger people or				open to young people
a specific age				
grouping)				
Disability e.g.	Х			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	Х			
Females,				
Transgender or				
Transsexual				
people)				
Marital Status	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Race Groups:	Х			
including colour,	7			
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	Х			
Religious or other	~			
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Pregnancy and	х			
Maternity (refers	~			
to the period				
after the birth,				
and is linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
IOI ZO WEEKS diter	1		1	

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

6.	
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#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Characteristic Mitigation			
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.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	X
	Not Certain – further assessment is recommended if proposal is progressed.	

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

## 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.

1.	Title of	Procurement savings across all departments
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:				
	Department:	Finance, IT & Procurement			
(Plages anter the department/convice area submitting the proposal)					

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

3.	Description:	Ongoing efficiencies through Procurement activity

(Please enter a full description of your proposal including its aims and objectives)

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

5.	Which groups of proposal is adva (Please x all that a	nced?	may be ir	npacted (I	both positively and negatively) if the
	Equality		Impact	t	Description
	Characteristic	No	Possible	Possible	Where you have identified a potential impact,
		Impact	Positive	Negative	please detail what you perceive this to be.
			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</b> you are unsure of the answer please state this and recommend further investigation.
	<b>Age</b> (Older or younger people or	Х			· · · · · · · · · · · · · · · · · · ·

a specific age				
grouping)				
Disability e.g.	Х			
Effects on people				
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	Х			
Females,				
Transgender or				
Transsexual				
people)				
Marital Status	Х			
Civil Partnership,				
Co-habiting				
Divorced,				
Married,				
Separated &				
Single.				
Pregnancy &	Х			
Maternity:				
(refers to the				
period after the				
birth, and is				
linked to				
maternity leave in				
the employment				
context. In the				
non-work context,				
protection				
against maternity				
discrimination is				
for 26 weeks after				
giving birth)				
Race Groups:	х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees,				
migrants and				
asylum seekers)				
People with	х			
Religious or other	^			
Beliefs: different				
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Sexual	х			
Orientation, e.g.	^			
Unchation, e.g.	I	1	I	

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

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	Х
	Not Certain – further assessment is recommended if proposal is progressed.	

Complet	ed By		
Name	Kathryn Dickson	Service Area.	Procurement & Payment Services

Post	Procurement & Payment Services	Date	23.01.18
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## 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.

1.	Title of Proposal	Regulated Bus Fares

(Please enter the title or reference for your proposal)

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

3.	Description	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.

(Please enter a full description of your proposal)

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

# 5. Which groups of people may be impacted (both positively and negatively) if the proposal is adopted? (Please x all that apply). Equality Characteristic Impact No Possible Description

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

Council inclu	ding full		
time, part tir	ne and		
temporary)			

Negative Impact					
Where you have id	Where you have identified a potential negative impact, please detail what you perceive this				
to be.					
Please state the ed	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</b>				
please state this and recommend further investigation.					
please state this a	and recommend further investigation.				
please state this a	and recommend further investigation.				
Characteristic	Explanation				
Characteristic	Explanation				
Characteristic	Explanation All age groups will be considered as part of the review				
Characteristic	Explanation All age groups will be considered as part of the review Support and direction will be given to sign-post clients in need of				

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

Completed By				
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.

1.	Title of						
	Proposal:	Transport Review Savings					
(Ple	ease enter the title	or reference for your proposal)					
2.	Service Area:	Regulatory Services					
	Department:						
(Ple	ease enter the depo	artment/service area submitting t	he proposal)				
3.	Description:	Review of bus routes, subsidi order to rationalise future se	es paid to operators and service usage in rvice provision.				
(Ple	ease enter a full de	scription of your proposal includin	g its aims and objectives)				
	the Equality Act	2010?	to the following duties of the Council under relevance – however small please indicate				
	<b>the Equality Act</b> (If you believe th	2010?	-				
	the Equality Act (If you believe th yes) Elimination of d indirect), victim	<b>2010?</b> hat your proposal may have some	relevance – however small please indicate				
	the Equality Act (If you believe the yes) Elimination of d indirect), victimity your proposal dia discrimination?) Promotion of equals	2010? hat your proposal may have some Duty iscrimination (both direct & isation and harassment. (Could	relevance – however small please indicate Yes/No				
	the Equality Act (If you believe the yes) Elimination of d indirect), victimin your proposal dis discrimination?) Promotion of eq (Could your prop	2010? nat your proposal may have some Duty iscrimination (both direct & isation and harassment. (Could scriminate? Or help eliminate puality of opportunity? hosal help or hinder the Council	relevance – however small please indicate Yes/No No				

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

I			1
Age (Older or		Х	Younger and older people are more likely to
younger people or			use public transport
a specific age			
grouping)			
Disability e.g.		Х	Impact on those who have been refused a
Effects on people		~	
with mental,			driving license or are unable to obtain a
			driving license due to their disability to access
physical, sensory			services.
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,	Х		No evidence identified at this stage as to
Females,			direct positive or negative effect on this group
Transgender or			
Transsexual			of rationalise subsidised bus service provision.
people)			
Marital Status	Х		
Civil Partnership,			
Co-habiting			
Divorced,			
Married,			
Separated &			
Single.			
Race Groups:	Х		No evidence identified at this stage as to
including colour,	Λ		direct positive or negative effect on this group
nationality, ethnic			
origins, including			of rationalise subsidised bus service provision.
minorities (e.g.			
gypsy travellers,			
refugees,			
migrants and			
asylum seekers)			
People with	Х		No evidence identified at this stage as to
<b>Religious or other</b>			direct positive or negative effect on this group
Beliefs: different			of rationalise subsidised bus service provision.
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
,			No estidence televitte des this is the
Pregnancy and	Х		No evidence identified at this stage as to
Maternity (refers			direct positive or negative effect on this group
to the period			of rationalise subsidised bus service provision.
after the birth,			
and is linked to			
maternity leave in			
the employment			
context. In the			
non-work context,			
protection			
-			
against maternity			
discrimination is			
discrimination is for 26 weeks after			
discrimination is			

<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.
Poverty (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.	to be put in place in	<b>Mitigation</b> entified a potential negative impact, please detail what mitigations will need order for your proposal to progress. <b>If you are unsure of the answer please</b> <b>nmend further investigation</b> .
	Characteristic	Mitigation
	Age / Disability / Poverty / Employees	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.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	X
	Not Certain – further assessment is recommended if proposal is	

progressed.	

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

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.

1.	Title of Proposal	Review of Regulatory Service Directorate			
(Please enter the title or reference for your proposal)					
2.	Department	Regulatory Services			
(Plea	se enter the department	/service area submitting the proposal)			
3.	Description	Review of Service Directorate following addition of Housing Services,			
5.	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			

(Please enter a full description of your proposal)

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

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

progressive or				
recurring				
Gender (Males,				
Females, Transgender				
or Transsexual people)	х			
Marital Status				
Civil Partnership, Co-	х			
habiting Divorced,	~			
Married, Separated &				
Single.				
Race Groups: including				
colour, nationality,				
ethnic origins,	х			
including minorities	Λ			
(e.g. gypsy travellers,				
refugees, migrants and				
asylum seekers)				
People with Religious				
or other Beliefs:				
different beliefs,	х			
customs (including				
atheists and those with				
no aligned belief)				
Pregnancy and				
Maternity (refers to				
the period after the	х			
birth, and is linked to				
maternity leave in the				
employment context.				
In the non-work				
context, <b>protection</b>				
against maternity				
discrimination is for 26				
weeks after giving				
birth),				
Sexual Orientation,				
e.g. Lesbian, Gay, Bisovual, Hotorosovual	Х			
Bisexual, Heterosexual <b>Carers</b> (those who have				
carers (those who have caring responsibilities				
for someone with an				
equality Characteristic)	Х			
Poverty (people who				
are on a low income				
including benefits				
claimants, people				
experiencing fuel				
poverty, isolated rural				
communities etc)				
Employees (those			x	Potential reduction in
employed by the				employees.
Council including full				
		1	1	

temporary)				
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6.		Negative Impact	
	Where you have i	dentified a potential negative impact, please detail what you perceive this	
	to be.		
	Please state the e	quality characteristic/s potentially negatively affected and 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.		
	please state this a	and recommend further investigation.	
	please state this a	and recommend further investigation.	
	please state this a Characteristic	and recommend further investigation. Explanation	
	-		
	Characteristic	Explanation	
	Characteristic	Explanation The Councils HR policies will be used to manage any staffing	
	Characteristic	Explanation The Councils HR policies will be used to manage any staffing	

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

Completed By				
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.	Title of	C37 : Plant & Vehicle Replacement – P&V Fund
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Other			
	Department:				
	(Plages enter the department (convice area submitting the proposal)				

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

3.	Description:	Purchase of new and replacement vehicles and plant required to deliver
		Council services, fully funded from the Plant and Vehicle Replacement
		Fund

(Please enter a full description of your proposal including its aims and objectives)

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

5.	Which groups of people may be impacted (b proposal is advanced? (Please x all that apply ).				ooth positively and negatively) if the	
	Equality	Impact			Description	
	Characteristics	No Pos	Possible	ossible Possible	Where you have identified a potential impact,	
		Impact	Positive	Negative	please detail what you perceive this to be.	
			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</b>	
					you are unsure of the answer please state this and recommend further investigation.	
	Age (Older or	$\checkmark$				

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

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

6.	Mitigation					
	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. If you are unsure of the answer please state this and recommend further investigation.					
	Characteristic	Mitigation				

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By						
Name	John Martin	Service Area.	Fleet Management			
Post	Fleet Manager	Date	23/01/2018			
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If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C36 : Waste Collection Vehicles – Non P&V Fund
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Other	
	Department:		
/0/2	(Places enter the department (convice and a submitting the property)		

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

3.	Description:	Provision of new waste collection vehicles to replace items in excess of
		their economic life

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

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

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

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

6.

#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Characteristic	Mitigation	

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	

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

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C11 : Hawick Flood Protection
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Flood and Coastal Protection	
	Department:	Place	

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

3.	Description:	Delivery of 1 in 75 flood defences on the River Teviot in Hawick by 2022

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

5.	Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ).				
	Equality		Impact		Description
	Characteristics and associated themes	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> you are unsure of the answer please state this and recommend further investigation.
	Age (Older or		~		This will protect the community from

younger people or		frequency low level flood events and help
a specific age		Hawick residents and business obtain
grouping)		property level insurance. The design will
		incorporate all good practice and DDA.
Disability e.g.		✓ This will protect the community from
Effects on people		frequency low level flood events and help
with mental,		
physical, sensory		Hawick residents and business obtain
impairment,		property level insurance. The design will
learning disability,		incorporate all good practice and DDA.
visible/invisible,		
progressive or		
recurring		
Gender (Males,		NA
Females,	•	
Transgender or		
Transsexual		
people)		
Marital Status	✓	NA
Civil Partnership,	*	
Co-habiting		
Divorced, Married,		
Separated &		
Single.		
Pregnancy or	✓	NA
maternity	v	INA
(refers to the		
period after the		
birth, and is linked		
to <b>maternity</b> leave		
in the employment		
context. In the		
non-work context,		
protection against		
maternity		
discrimination is		
for 26 weeks after		
giving birth),		
Race Groups:		NA
including colour,	•	
nationality, ethnic		
origins, including		
minorities (e.g.		
gypsy travellers,		
refugees, migrants		
and asylum		
seekers)		
People with	✓	NA
Religious or other	-	
Beliefs: different		
beliefs, customs		
(including atheists		
and those with no		
aligned belief)		
Sexual	✓	NA
Orientation, e.g.		

Lesbian, Gay, Bisexual, Heterosexual			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	✓		NA
Poverty (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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	

Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Management Team Leader	Date	18/01/18

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C19 : Energy Efficiency Works
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Land and Property Infrastructure	
	Department:	Place	

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

3.	Description:	Investing in spend to save initiatives to deliver agreed financial plan
		savings in utility costs.

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

proposal is adva	nced?	nay be in	npacted (b	ooth positively and negatively) if the		
Equality Characteristics	Impact		t	Description		
	No	Possible	Possible	Where you have identified a potential impact,		
	Impact	Positive	Negative	please detail what you perceive this to be.		
		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</b> you are unsure of the answer please state this		
	proposal is adva (Please x all that a Equality	proposal is advanced? (Please x all that apply ).Equality CharacteristicsNo	proposal is advanced? (Please x all that apply ).Equality CharacteristicsImpact Possible Impact	(Please x all that apply ). Equality Characteristics No Impact Possible Impact Possible Negative		

	1	1	
Age (Older or	Х		
younger people or			
a specific age			
grouping)			
Disability e.g.	х		
Effects on people			
with mental,			
physical, sensory			
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,	х		
Females,	~		
Transgender or			
Transsexual			
people)			
Marital Status	x		
Civil Partnership,	^		
Co-habiting			
Divorced, Married,			
Separated &			
Single.			
Pregnancy or	х		
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,			
protection against			
maternity			
discrimination is			
for 26 weeks after			
giving birth),			
Race Groups:	х		
including colour,			
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees, migrants			
and asylum			
seekers)			
People with	х		
<b>Religious or other</b>			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Sexual	x	1	
Orientation, e.g.			
	1	I	

Lesbian, Gay, Bisexual,					
Heterosexual Carers (those w have caring responsibilities someone with a equality Characteristic)	for				
Poverty (people who ar on a low incom including benef claimants, peop experiencing fu poverty, isolate rural communit etc)	e fits ble uel ed				
Employees (the employed by the Council includin full time, part t and temporary	ne ng ime	x			

6.

### Mitigation

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. If you are unsure of the answer please state this and recommend further investigation.

Characteristic	Mitigation	

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	x
	<b>Not Certain</b> – further assessment is recommended if proposal is progressed.	

Name	S Mawson	Service Area.	A & I
Post	Property Services Manager	Date	18/01/18

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of Proposal:	C4 : A72 Dirtpot Corner – Road Safety Works

(Please enter the title or reference for your proposal)

2.	Service Area:	Road & Transport Infrastructure
	Department:	Place
	acc ontor the departr	mont (convice area submitting the proposal)

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

3.	Description:	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;			
		The objective of any scheme at this location is to:			
		Provide a carriageway configuration that is fit for purpose			
		Improve safety and reduce accident incidences			
		Reduce potential for road closures at this location			
		Reduce on-going maintenance burden at corner			
		Improve level of service offered by this section of the route			

(Please enter a full description of your proposal including its aims and objectives)

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

# 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality		Impact	t	Description
Characteristics	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 you are unsure of the answer please state this and recommend further investigation.
Age (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		Х		Improved road configuration at the corner making it safer to negotiate
Gender (Males, Females, Transgender or Transsexual people)		x		Improved road configuration at the corner making it safer to negotiate
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 maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	X			
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers,		Х		Improved road configuration at the corner making it safer to negotiate

and asylum seekers)		
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)	X	Improved road configuration at the corner making it safer to negotiate
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	X	Improved road configuration at the corner making it safer to negotiate
Carers (those who have caring responsibilities for someone with an equality Characteristic)	X	Improved road configuration at the corner making it safer to negotiate
Poverty (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
Employees (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.		Mitigation			
	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> .				
	Characteristic	Mitigation			
	N/A	N/A			
	6.	Where you have in to be put in place state this and reco Characteristic			

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

proposal is progressed.	
Not Certain – further assessment is recommended if proposal is	
progressed.	

Completed By					
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 <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C6 : Innerleithen – Walkerburn – shared access route
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Road & Transport Infrastructure		
	Department:	Place		
(-1				

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

3.	Description:	Shared Access Path between the communities of Walkerburn and					
		Innerleithen – Links to the existing Peebles to Innerleithen Shared Access					
		Path					

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply). Equality Impact Description **Characteristics** No Possible Possible Where you have identified a potential impact, Impact Positive please detail what you perceive this to be. Negative Impact Where an equality characteristic is potentially Impact negatively affected, please explain how and the

			extent to which they may be negatively affected. <b>If</b> you are unsure of the answer please state this and recommend further investigation.
Age (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
Gender (Males, Females, Transgender or Transsexual people)	x		
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 maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x		
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x		
People with Religious or other Beliefs: different beliefs, customs (including atheists	x		

and those with no aligned belief)		
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	x	
<b>Carers</b> (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	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.	Mitigation			
	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> .			
	Characteristic	Mitigation		

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	x
	Not Certain – 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		

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of Proposal:	C9 : Peebles Bridge			
( )					
(Ple	(Please enter the title or reference for your proposal)				

2.	Service Area:	Road & Transport Infrastructure	
	Department:	Place	
(Places actor the department (convice area submitting the property)			

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

3.	Description:	New road bridge for Peebles

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

5.	Which groups of proposal is adva (Please x all that a	nced?	may be in	npacted (b	oth positively and negatively) if the	
	Equality	Impact		t	Description	
	Characteristics	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> you are unsure of the answer please state this and recommend further investigation.	
	Age (Older or		x		Enhanced opportunities for access	

		1	1	1	
younge	r people or				
a specif	ic age				
groupin	g)				
Disabili		х			
	on people	~			
with me					
	l, sensory				
impairm					
	g disability,				
	nvisible,				
progres					
recurrin					
Gender		х			
Females					
Transge					
Transse					
people)					
Marital		х			
	rtnership,				
Co-habi					
	d, Married,				
Separat	ed &				
Single.					
Pregnar	ncy or	х			
matern	ity				
(refers t	to the				
period a	after the				
birth, ar	nd is linked				
	ernity leave				
	mployment				
context					
non-wo	rk context,				
	ion against				
matern					
	nation is				
	veeks after				
giving b					
Race Gr		x			
	ig colour,	^			
	lity, ethnic				
	including				
minoriti					
	avellers,				
	s, migrants				
and asy seekers					
People		х			
	<b>is or other</b> different				
	customs				
	ng atheists				
	se with no				
aligned	pellet)				
Sexual		х			
	tion, e.g.				
Lesbian	, Gay,				

Bisexual, Heterosexual		
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	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.		Mitigation
	to be put in place	dentified a potential negative impact, please detail what mitigations will need in order for your proposal to progress. <b>If you are unsure of the answer please</b> ommend further investigation.
	Characteristic	Mitigation

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	x
	Not Certain – 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	
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If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C8 : Reston Station Contribution
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Road & Transport Infrastructure	
	Department:	Place	
(Please enter the department (convice area submitting the proposal)			

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

3.	Description:	New rail station on the East Coast Main Line in the village of Reston

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

5.	Which groups of people may be impacted (both positively and negatively) if the proposal is advanced? (Please x all that apply ).					
	Equality		Impact		Description	
	Characteristics	No Possible	Possible	Possible	Where you have identified a potential impact,	
		Impact	Positive	Negative	please detail what you perceive this to be.	
			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</b> you are unsure of the answer please state this and recommend further investigation.	
	Age (Older or		x		Enhanced mobility options for older people	

younger people or				
a specific age				
grouping)				
Disability e.g.		х		Potentially more opportunities for disabled
Effects on people				people to access services
with mental,				
physical, sensory				
impairment,				
learning disability,				
visible/invisible,				
progressive or				
recurring				
Gender (Males,	Х			
Females,				
Transgender or				
Transsexual				
people) Marital Status				
	х			
Civil Partnership, Co-habiting				
Divorced, Married,				
Separated &				
Single.				
Pregnancy or	x			
maternity	X			
(refers to the				
period after the				
birth, and is linked				
to maternity leave				
in the employment				
context. In the				
non-work context,				
protection against				
maternity				
discrimination is				
for 26 weeks after				
giving birth),				
Race Groups:	х			
including colour,				
nationality, ethnic				
origins, including				
minorities (e.g.				
gypsy travellers,				
refugees, migrants				
and asylum				
seekers)				
People with	х			
Religious or other Beliefs: different				
beliefs, customs (including atheists				
and those with no				
aligned belief)				
Sexual	v			
<b>Orientation</b> , e.g.	x			
Lesbian, Gay,				
Lessian, Gay,	1	l	l	

Bisexual, Heterosexual		
HeterosexualCarers (those who have caring responsibilities for someone with an 	X	Potentially better access opportunities
Poverty (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</b> <b>state this and recommend further investigation</b> .		
	Characteristic	Mitigation	

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	X
	Not Certain – further assessment is recommended if proposal is progressed.	

Name	Graeme Johnstone	Service Area.	Place
Post	Lead Officer Access and Transport	Date	18/1/18

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of Proposal:	C7 : Union Chain Bridge

(Please enter the title or reference for your proposal)

2.	Service Area:	Road & Transport Infrastructure	
	Department:	Place	
(Please enter the department/service area submitting the proposal)			

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

3.	Description:	In partnership with Northumberland County Council, the delivery of the
		UCB refurbishment with Heritage Lottery Fund support.

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

5.	proposal is advanced? (Please x all that apply ).				oth positively and negatively) if the
	Equality Characteristics	No Impact	Impact Possible Positive Impact	t Possible Negative Impact	Description 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.

Age (Older or younger people or a specific age		✓	Help sustain infrastructure connections that the UCB provides between Scotland and England
grouping)			
Disability e.g.		$\checkmark$	Help sustain infrastructure connections that
Effects on people			the UCB provides between Scotland and
with mental,			England
physical, sensory			
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,	✓		NA
Females,			
Transgender or			
Transsexual			
people)			
Marital Status	$\checkmark$		NA
Civil Partnership,			
Co-habiting			
Divorced, Married,			
Separated &			
Single.			
Pregnancy or	✓		NA
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,			
protection against			
maternity			
discrimination is			
for 26 weeks after			
giving birth),			
Race Groups:	$\checkmark$		NA
including colour,			
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees, migrants			
and asylum			
seekers)			
People with	$\checkmark$		NA
Religious or other			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Sexual	$\checkmark$		NA
Orientation, e.g.			

	Lesbian, Gay, Bisexual, Heterosexual			
	<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)	~		NA
	Poverty (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
1	<b>Employees</b> (those employed by the Council including full time, part time and temporary)	~		NA

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Management Team Leader	Date	18/01/18

If it is agreed that your proposal will progress, you must send the signed completed form as a word document to <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C12 : Easter Langlee Cell Provision
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Waste Management			
	Department:	Place			
	(Please enter the department (convice area submitting the proposal)				

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

Γ	3.	Description:	
			To incrementally cap Easter Langlee Landfill Site, and prepare the site for closure in 2017-2018.

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).

Equality	Impact		t	Description
Characteristics	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		Impact	Impact	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
1				and recommend further investigation.

Age (Older or	Х		
younger people or	~		
a specific age			
grouping)			
Disability e.g.	Х		
Effects on people			
with mental,			
physical, sensory			
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,	Х		
Females,			
Transgender or			
Transsexual			
people)			
Marital Status	x		
Civil Partnership,	^		
Co-habiting			
Divorced, Married,			
Separated &			
Single.			
Pregnancy or	х		
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,			
protection against			
maternity			
discrimination is			
for 26 weeks after			
giving birth),			
Race Groups:	x		
including colour,			
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees, migrants			
and asylum			
seekers)			
People with	х		
Religious or other			
Beliefs: different			
		1	
beliefs, customs			
beliefs, customs (including atheists			
beliefs, customs (including atheists and those with no			
beliefs, customs (including atheists			

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

Mitigation					
•	dentified a potential negative impact, please detail what mitigations will need				
	in order for your proposal to progress. If you are unsure of the answer please				
state this and reco	ommend further investigation.				
Characteristic	Mitigation				
	to be put in place				

7.	How certain are you of the answers you have given?		
	Answer	Tick One	
	Certain - I have populated the evidence base to support my answers.	x	
	<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.		
	Not Certain – further assessment is recommended if proposal is progressed.		
Name	Maggie Cripps	Service Area.	Waste Services
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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 <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C14 : Easter Langlee Leachate Management Facility
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Waste Management			
	Department:	Place			
(DIc	(Please enter the department/service area submitting the proposal)				

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

3.	. Description: Implementation of a solution to deal with Leachate at Easter Langlee	
		protects the environment and provides a value for money solution for the
		authority.

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description	
Characteristics	No	Possible	Possible	Where you have identified a potential impact,	
	Impact	Positive	Negative	please detail what you perceive this to be.	
		Impact	Impact	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.	

Age (Older or	$\checkmark$	N/A – there is no public interface with this
younger people or		element of the Councils operations. The
a specific age		Council's operative that deal with this aspe
grouping)		are fully risk assessed and appropriate
		method statements in place.
Disability e.g.	$\checkmark$	N/A – there is no public interface with this
Effects on people		element of the Councils operations. The
with mental,		Council's operative that deal with this aspe
physical, sensory		are fully risk assessed and appropriate
impairment,		method statements in place.
learning disability, visible/invisible,		
progressive or		
recurring		
Gender (Males,	$\checkmark$	N/A – there is no public interface with this
Females,	•	element of the Councils operations. The
Transgender or		Council's operative that deal with this aspe
Transsexual		are fully risk assessed and appropriate
people)		
Marital Status		method statements in place.
Civil Partnership,	v	N/A – there is no public interface with this
Co-habiting		element of the Councils operations. The
Divorced, Married,		Council's operative that deal with this aspe
Separated &		are fully risk assessed and appropriate
Single.		method statements in place.
Pregnancy or	$\checkmark$	N/A – there is no public interface with this
maternity		element of the Councils operations. The
(refers to the		Council's operative that deal with this aspe
period after the		are fully risk assessed and appropriate
birth, and is linked		method statements in place.
to <b>maternity</b> leave in the employment		
context. In the		
non-work context.		
protection against		
maternity		
discrimination is		
for 26 weeks after		
giving birth),		
Race Groups:	$\checkmark$	N/A – there is no public interface with this
including colour,		element of the Councils operations. The
nationality, ethnic		Council's operative that deal with this aspe
origins, including		are fully risk assessed and appropriate
minorities (e.g. gypsy travellers,		method statements in place.
refugees, migrants		
and asylum		
seekers)		
People with	✓	N/A – there is no public interface with this
Religious or other		element of the Councils operations. The
Beliefs: different		Council's operative that deal with this aspe
beliefs, customs		are fully risk assessed and appropriate
(including atheists		method statements in place.
and those with no		procession proces

aligned belief)		
Sexual Orientation, 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 aspec 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 aspec are fully risk assessed and appropriate method statements in place.
Poverty (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 aspec 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.	Mitigation			
	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. If you are unsure of the answer please			
	state this and recommend further investigation.			

Characteristic	Mitigation	

7.	How certain are you of the answers you have given?	ertain are you of the answers you have given?		
	Answer	Tick One		
	Certain - 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.			
	Not Certain – 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 <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of Proposal:	C16 : New Easter Langlee Waste Transfer Station

(Please enter the title or reference for your proposal)

2.	Service Area: Department:	Waste Management Place	
(Please enter the department/convice area submitting the proposal)			

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

3.	Description:	Establish a new fit for purpose Waste Transfer Station to deal with current and future waste stream in the Galashiels (Ettrick and Lauderdale).
		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

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

(Please x all that apply ).					
Equality Characteristics	Impact		t	Description	
	No	Possible	Possible	Where you have identified a potential impact,	
	Impact	Positive	Negative	please detail what you perceive this to be.	
		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</b> <b>you are unsure of the answer please state this</b> <b>and recommend further investigation</b> .
Age (Older or younger people or a specific age grouping)	x		
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring	x		
Gender (Males, Females, Transgender or Transsexual people)	x		
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 maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth),	x		
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x		
People with Religious or other	x		

 Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Sexual			
Orientation, e.g.			
Lesbian, Gay,	х		
Bisexual,			
Heterosexual			
Carers (those who			
have caring			
responsibilities for			
someone with an	Х		
equality			
Characteristic)			
Poverty			
(people who are			
on a low income			
including benefits			
claimants, people	х		
experiencing fuel			
poverty, isolated			
rural communities			
etc)			
Employees (those			
employed by the			
Council including	х		
full time, part time			
and temporary)			

6.		Mitigation			
	to be put in place ir	entified a potential negative impact, please detail what mitigations will need a order for your proposal to progress. <b>If you are unsure of the answer please</b> mmend further investigation.			
	Characteristic	aracteristic Mitigation			

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

**Not Certain** – further assessment is recommended if proposal is progressed.

Compl	Completed By			
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 <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C13 : Waste Containers
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Waste Management		
	Department:	Place		
(DIo	(Please optor the department (service area submitting the proposal)			

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

3.	Description:	Renew and replace household waste containers.

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

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

		1	1	•	
	younger people or				
	a specific age				
	grouping)				
	Disability e.g.	Х			
	Effects on people	~			
	with mental,				
	physical, sensory				
	impairment,				
	learning disability,				
	visible/invisible,				
	progressive or				
	recurring				
	Gender (Males,	Х			
	Females,				
	Transgender or				
	Transsexual				
	people)				
	Marital Status	Х			
	Civil Partnership,				
	Co-habiting				
	Divorced, Married,				
	Separated &				
	Single.				
	Pregnancy or	Х			
	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,				
	protection against				
	maternity				
	-				
	discrimination is				
	for 26 weeks after				
	giving birth),				
	Race Groups:	Х			
	including colour,				
	nationality, ethnic				
	origins, including				
	minorities (e.g.				
	gypsy travellers,				
	refugees, migrants				
	and asylum				
	seekers)				
	People with	Х			
	<b>Religious or other</b>				
	Beliefs: different				
	beliefs, customs				
	(including atheists				
1	and those with no				
	aligned belief)				
	Sexual	Х			
	Orientation, e.g.				
1	Lesbian, Gay,				
-					

Bisexual, Heterosexual					
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			
<b>Employees</b> (those employed by the Council including full time, part time and temporary)		X			

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - I have populated the evidence base to support my answers.	
<u></u>	<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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By						
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 <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	C33 : IT Projects – pre CGI Contract
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service A	Corporate Transformation & Services									
	Departme	nt:									
(2)		,	. /		,				1		

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

3.	Description:	Completion of ongoing IT minor capital projects outwith the CGI contract

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		t	Description	
Characteristic	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> you are unsure of the answer please state this and recommend further investigation.	
<b>Age</b> (Older or younger people or		٧		Potential community benefits still to be identified.	

a specific age			New apprenticeship opportunities being
grouping)			created
Disability e.g.	V		
Effects on people	-		
with mental,			
physical, sensory			
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
Gender (Males,	V		
Females,			
Transgender or			
Transsexual			
people)			
Marital Status	V		
Civil Partnership,			
Co-habiting			
Divorced,			
Married,			
Separated &			
Single.			
		,	Determined as menousity them of its still to be
Race Groups:		V	Potential community benefits still to be
including colour,			identified
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees,			
migrants and			
asylum seekers)			
People with	V		
<b>Religious or other</b>			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Pregnancy or	х		
maternity			
(refers to the			
period after the			
birth, and is			
linked to			
maternity leave in			
the employment		1 1	
context. In the			
non-work context.			
non-work context, protection			
protection			
protection against maternity			
protection against maternity discrimination is			
<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after			
<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after giving birth),			
<b>protection</b> against <b>maternity</b> discrimination is for 26 weeks after		x	Potential community benefits still to be identified

Lesbian, Gay, Bisexual, Heterosexual		
Carers (those who have caring responsibilities for someone with an equality Characteristic)	V	Potential community benefits still to be identified
Poverty (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)	V	Potential community benefits still to be identified
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	V	Potential new apprenticeship opportunities still to be defined Potential greater career and training opportunities for existing staff

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

7.	How certain are you of the answers you have given?			
	Answer	Tick One		
	Certain - 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.	V		
	Not Certain – further assessment is recommended if proposal is progressed.			

Completed By			
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.

1.	Title of	Jedburgh Learning Campus		
	Proposal:			
(0)				

(Please enter the title or reference for your proposal)

2.	Service Area:	School Estate		
	Department:	Children and Young People		
/DIo	(Please enter the department/capies area submitting the proposal)			

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

3.	Description:	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.
		The key strategic objectives for this project are:
		Improving attainment and achievement levels for all our children and young people, both within and out with the formal curriculum. Providing high quality support, care and protection to children, young people, adults, families, and older people. Building the capacity and resilience of our communities and voluntary sector.
		Developing our assets and resources. Creating a sports hub in each High School catchment area.

4.	Relevance to the Equality Duty. Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010? (If you believe that your proposal may have some relevance – however small please indicate yes)			
	<b>Elimination of discrimination (both direct &amp; indirect), victimisation and harassment.</b> (Could your proposal discriminate? Or help eliminate discrimination?)	Yes		
	<b>Promotion of equality of opportunity?</b> (Could your proposal help or hinder the Council with this)	Yes		
	<b>Foster good relations?</b> (Could your proposal help or hinder the council s relationships with those who have equality characteristics?)	Yes		

## 5 Which groups of people may be impacted (both positively and negatively) if the proposal is Advanced?

Equality	Impact			Description		
Characteristic	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 you are</b> <b>unsure of the answer please state this and</b> <b>recommend further investigation</b> .		
Age (Older or younger people or a specific age grouping)		Х		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.		
<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.		
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 maternity leave in the employment context. In the non-work context, protection against maternity 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)						
	Race Groups:including colour,nationality, ethnicorigins, includingminorities (e.g. gypsytravellers, refugees,migrants and asylumseekers)	x					
	People with Religious or other Beliefs: 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.				
	Sexual Orientation, 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.				
	Poverty (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.				
	Employees (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	Mitigation         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. If you are unsure of the answer please state this and recommend further investigation.						
•	Characteristic	Mitigation					
7	F	low certain are	you of the answers you have given?				

•		
	Answer	Tick One
	Certain - 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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By				
Name	Steven Renwick	Service Area.	Major Projects	
Post	Projects Manager	Date		

1.	Title of	C30 : Jedburgh 3G Synthetic Pitch
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Chief Executive, Sports Facility Infrastructure
	Department:	
(0)		

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

3.	Description:	Delivery of a 3G synthetic pitch within Jedburgh.

Relevance to the Equality Duty.							
Do you believe your proposal has any relevance to the following duties of the Council under							
the Equality Act 2010?							
(If you believe that your proposal may have some relevance – however small please indicate							
yes)							
Duty					Yes/No		
Elimination of di	scriminati	on (both d	irect & ind	irect),	Yes		
victimisation and	d harassm	ent. (Could	d your prop	osal			
discriminate? Or	help elimii	nate discrir	nination?)				
Promotion of eq	uality of o	pportunity	/?		Yes		
(Could your prop this)	osal help c	or hinder th	e Council v	vith			
Foster good rela	tions?				Yes		
(Could your prop	osal help d	or hinder th	e council s				
relationships with those who have equality							
• .	• •	nay be im	pacted (bo	oth posi	tively and negatively) if the		
,	nced?	nay be im	pacted (bo	oth posi	tively and negatively) if the		
Which groups of proposal is adva (Please x all that a Equality	nced?	nay be imp Impact		oth posi	tively and negatively) if the Description		
Which groups of proposal is adva (Please x all that a	nced? pply).	Impact Possible	Possible	Where	Description		
Which groups of proposal is adva (Please x all that a Equality	nced? pply).	Impact Possible Positive	Possible Negative	Where y	Description you have identified a potential impact, detail what you perceive this to be.		
Which groups of proposal is adva (Please x all that a Equality	nced? pply).	Impact Possible	Possible	Where y please o Where o	Description you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially		
Which groups of proposal is adva (Please x all that a Equality	nced? pply).	Impact Possible Positive	Possible Negative	Where y please o Where o negativ	<b>Description</b> you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the		
Which groups of proposal is adva (Please x all that a Equality	nced? pply).	Impact Possible Positive	Possible Negative	Where y please o Where o negativ extent t	<b>Description</b> you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the ro which they may be negatively affected.		
Which groups of proposal is adva (Please x all that a Equality	nced? pply).	Impact Possible Positive	Possible Negative	Where y please o Where o negativ extent t <b>If you a</b>	Description you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the to which they may be negatively affected. re unsure of the answer please state this		
Which groups of proposal is adva (Please x all that a Equality	nced? pply).	Impact Possible Positive	Possible Negative	Where y please o Where o negativ extent t <b>If you a</b>	<b>Description</b> you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the ro which they may be negatively affected.		
Which groups of proposal is adva (Please x all that a Equality Characteristic	nced? pply).	Impact Possible Positive Impact	Possible Negative	Where y please of Where of negative extent t <b>If you a</b> <b>and rec</b>	<b>Description</b> you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the ro which they may be negatively affected. re unsure of the answer please state this ommend further investigation.		
Which groups of proposal is adva (Please x all that a Equality Characteristic	nced? pply).	Impact Possible Positive	Possible Negative	Where y please of Where of negativ extent t <b>If you a</b> <b>and rec</b>	<b>Description</b> you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the o which they may be negatively affected. re unsure of the answer please state this ommend further investigation.		
Which groups of proposal is advar (Please x all that a Equality Characteristic Age (Older or younger people or	nced? pply).	Impact Possible Positive Impact	Possible Negative	Where y please of Where of negativ extent t <b>If you a</b> <b>and rec</b>	<b>Description</b> you have identified a potential impact, detail what you perceive this to be. an equality characteristic is potentially ely affected, please explain how and the to which they may be negatively affected. re unsure of the answer please state this ommend further investigation.		

Effects on people with mental, physical, sensory impairment,		X	The facility will be available for use with various forms of disability. The disability not catered for will be the who require the use of a wheelcha	e only ose people
learning disability, visible/invisible, progressive or recurring			pitch surface is not suitable for wh	eelchairs.
Gender (Males,				
Females, Transgender or Transsexual people)		x	An accessible changing facility will included as part of the proposed do those individuals that may wish to such an area.	esigns for
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			
Pregnancy or maternity (refers to the period after the	x			
birth, and is linked to <b>maternity</b> leave in the employment				
context. In the non-work context,				
protection against maternity				
discrimination is				
for 26 weeks after				
giving birth)				
Race Groups:				
including colour, nationality, ethnic	x			
origins, including minorities (e.g.				
gypsy travellers,				
refugees, migrants				
and asylum				
seekers)				
People with				
Religious or other Beliefs: different	Х			
beliefs, customs				
(including atheists				
and those with no				
aligned belief)				
Sexual Orientation,	Х			
e.g. Lesbian, Gay, Bisexual,				
Heterosexual				
Carers (those who				
have caring	x			
responsibilities for	<u> </u>			

someone with an equality Characteristic)				
Poverty (people who are of a low income including benefits claimants, people experiencing fue poverty, isolated rural communitie etc.)				
<b>Employees</b> (those employed by the Council including full time, part tim and temporary)	Х			

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

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	<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.	X
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By			
Name	Ewan Doyle	Service Area.	Major Projects
Post	Project Manager	Date	02/08/15

1.	Title of Proposal:	C22 : School Estate Review

(Please enter the title or reference for your proposal)

2.	Service Area:	School Estate	
	Department:	People	
	(Please enter the department (corvice area submitting the proposal)		

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

3.	Description:	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 & 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.
		The key strategic objectives for this project are:
		To provide sufficient pupil places to match current demand and, through
		school roll forecasts, to meet future demands as identified through the
		Local Plan
		To enable the target schools within the Borders area to be better able to
		meet the demands of Curriculum for Excellence and the Children & Young
		People's Act (2014)
		To provide an improved built environment that supports learning,
		achievement and attainment for children and young people
		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
		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
		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
		To ensure the solutions represent the best value for money and are

			financially sustainable.
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(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact		<u>t</u>	Description	
Characteristic	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> you are unsure of the answer please state this and recommend further investigation.	
Age (Older or younger people or a specific age grouping)		Х		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 wi have a positive impact on younger people.	
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or		Х		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 wil have a positive impact on people affected by disability.	

recurring			
Gender (Males,		Х	The project aims to improve the Council's old
Females,			buildings that do not provide a condition or
Transgender or			capacity that is of acceptable standard.
Transsexual			Providing a modern / fit-for-purpose building
people)			have a positive impact on people affected by
Marital Status	х		gender issues.
Warta Status	^		
Civil Partnership,			
Co-habiting			
Divorced,			
Married,			
-			
Separated &			
Single.			
Pregnancy or		Х	Providing a modern / fit-for-purpose building
maternity			have a positive impact for those in this group
(refers to the			
period after the			
birth, and is			
linked to			
maternity leave			
in the			
employment			
context. In the			
non-work			
context,			
protection			
against			
maternity			
discrimination is			
for 26 weeks			
after giving birth)			
Race Groups:	х		
including colour,	~		
nationality,			
ethnic origins,			
including			
minorities (e.g.			
gypsy travellers,			
refugees,			
migrants and			
asylum seekers)			
asylum seekersj			
People with		Х	The project aims to improve the Council's old
Religious or			buildings that do not provide a condition or
other Beliefs:			capacity that is of acceptable standard.
different beliefs,			Providing a modern / fit-for-purpose building
customs			considered to have a potential positive impac
(including			
atheists and			on People with Religious or other Beliefs.
those with no			
aligned belief)			

Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual Carers (those	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. The project aims to improve the Council's older
who have caring responsibilities for someone with an equality Characteristic)		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.
Poverty (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.
Employees (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. Mitigation
 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. If you are unsure of the answer please state this and recommend further investigation.
 Characteristic Mitigation

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

Completed By			
Name	Steven Renwick	Service Area.	Capital Projects
Post	Projects Manager	Date	27/07/2015

1.	Title of	C26 : Jim Clark Museum
	Proposal:	

2.	Service Area: Corporate Transformation and Services: Cultural Services	
	Department:	

3.	Description:	A capital project to convert and extend 44 Newtown St Duns into a new
Э.	Description.	museum. The capital work is planned for 2017-18 and is to be be supported
		by an additional revenue project from 2017-21. The project as currently
		proposed is dependent on additional external funding
		The proposed new attraction will have universal appeal but will particularly
		draw visitors from six main sectors:
		1. Local market;
		2. Day visitor market;
		3. Tourists;
		4. Motor racing enthusiasts;
		5. International audience of motorsport enthusiasts;
		6. Education Groups.
		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
1		

Relevance to the Equality Duty. Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010?			
Elimination of discrimination (both direct & indirect), victimisation and harassment.	No		
Promotion of equality of opportunity?	No		
Foster good relations?	Yes		

5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality Characteristic	Impact			Description	
	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. you are unsure of the answer please state this a recommend further investigation.	
Age (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	
Disability 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	
Gender (Males, Females, Transgender or Transsexual people)		x		Widen scope of attraction across genders	
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	x			No specific additional impact	
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.	x			No specific impact	
Pregnancy or maternity (refers to the period after the birth, and is linked to maternity leave in the employment	x			No specific impact	

context. In the			
non-work context,			
protection			
against maternity			
discrimination is			
for 26 weeks after			
giving birth)			
People with	Х		No specific additional impact
Religious or other			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Sexual	Х		No specific additional impact
Orientation, e.g.			
Lesbian, Gay,			
Bisexual,			
Heterosexual			
Carers (those who	Х		No specific additional impact
have caring			
responsibilities			
for someone with			
an equality			
Characteristic)			
Poverty	Х		No specific impact
(People who are			
on a low income			
including benefits			
claimants, people			
experiencing fuel			
poverty, isolated			
rural communities			
etc.)			
Employees (those	Х		No specific impact
employed by the			
Council including			
full time, part			
time and			
temporary)			
comportary,		I	

6.		Mitigation			
	to be put in place	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</b> state this and recommend further investigation.			
	Characteristic	Mitigation			
No negative impacts are foreseen					

7	How certain are you of the answers you have given?
<i>.</i>	now certain are you of the answers you have given:

Answer	
	On
Certain - 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.	*
Not Certain – further assessment is recommended if proposal is progressed.	

Compl	Completed By					
Name	lan Brown	Service Area.	Cultural Services			
Post	Cultural Services Manager	Date	9 November 2015			

1.	Title of	C27 and C28 : Sir Walter Scott Courthouse
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:		
	Department:	Chief Executive	
(Please enter the department (service area submitting the proposal)			

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

3.	Description:	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.
		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).

Relevance to the Equality Dut	y.	
Do you believe your proposal the Equality Act 2010?	has any relevance to the foll	lowing duties of the Council unde
(If you believe that your propo	osal may have some relevance	e – however small please indicate
yes) Duty		Yes/No
Elimination of discrimination indirect), victimisation and ha your proposal discriminate? Of discrimination?)	arassment. (Could	No
<b>Promotion of equality of oppo</b> (Could your proposal help or he with this)	•	Yes
Foster good relations? (Could your proposal help or here relationships with those who here characteristics?)		Yes

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

	Impact	Positive Impact	Negative Impact	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> you are unsure of the answer please state this and recommend further investigation.
Age (Older or younger people or a specific age grouping)		X		The redevelopment activity and associated consultation to include assessment of needs fo different age groups.
Disability 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.
Gender (Males, Females, Transgender or Transsexual people)		x		The redevelopment activity and associated consultation to include assessment of needs fo different gender groups.
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 maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth)	X			
Race Groups: including colour, nationality, ethnic origins, including	X			

	minorities (e.g.				
	gypsy travellers,				
	refugees,				
	migrants and				
	asylum seekers)				
	People with	Х			
	Religious or	~			
	other Beliefs:				
	different beliefs,				
	customs				
	(including				
	atheists and				
1	those with no				
1	aligned belief)				
1	Sexual	V			
	Orientation, e.g.	Х			
	Lesbian, Gay,				
	Bisexual,				
	Heterosexual				
	Carers (those	V			
	who have caring	Х			
	responsibilities				
	for someone with				
	an equality				
	Characteristic)				
	Poverty	Х			
	(people who are	Χ			
	on a low income				
	including benefits				
1	claimants, people				
1	experiencing fuel				
	poverty, isolated				
1	rural				
	communities etc)				
1	Employees	Х			
1	(those employed	^			
1	by the Council				
	including full				
1	time, part time				
1	and temporary)				
	and temporary)				

6.

7.

#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Mitigation					
-					
	Mitigation				
Answer	Tick				
--	------				
	One				
Certain - 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.	X				
Not Certain – further assessment is recommended if proposal is progressed.					

Completed By							
Name	Bryan McGrath	Service Area.	Economic Development				
Post	Chief Officer Economic Development	Date	16 – 12 - 2015				

1.	Title of	C34 : Great Tapestry of Scotland - Building
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Chief Executive Other			
	Department:	Chief Executive			
(2)					

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

3.	Description:	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.

(Please enter a full description of your proposal including its aims and objectives)

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

5.	Which groups of proposal is adva (Please x all that a	nced?	may be in	npacted (b	oth positively and negatively) if the
	Equality		Impac	t	Description
	Equality Characteristics	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. If you are unsure of the answer please state this and recommend further investigation.
	Age (Older or		<ul> <li>✓</li> </ul>		The building will be DDA compliant and will

younger people or a specific age			include disabled toilets and may contain
grouping)			changing Places
· · · ·			The building will have a lift.
Disability e.g.		$\checkmark$	The building will be DDA compliant and will
Effects on people			include disabled toilets and may contain
with mental,			changing Places
physical, sensory			The building will have a lift.
impairment,			
learning disability,			
visible/invisible,			
progressive or			
recurring			
<b>Gender</b> (Males, Females,	~		NA
Transgender or Transsexual			
people)			
Marital Status	$\checkmark$		NA
Civil Partnership,			
Co-habiting			
Divorced, Married,			
Separated &			
Single.			
Pregnancy or	$\checkmark$		NA
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,			
protection against			
maternity			
discrimination is			
for 26 weeks after			
giving birth),			
Race Groups:	$\checkmark$		NA
including colour,			
nationality, ethnic			
origins, including			
minorities (e.g.			
gypsy travellers,			
refugees, migrants			
and asylum			
seekers)			
People with	✓		NA
Religious or other			
Beliefs: different			
beliefs, customs			
(including atheists			
and those with no			
aligned belief)			
Sexual	✓		NA
Orientation, e.g.			
Lesbian, Gay,			

Bisexual, Heterosexual			
Carers (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.
Poverty (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.		Mitigation			
	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> .				
	Characteristic	Mitigation			

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By						
Name	Ewan Doyle	Service Area.	Major Projects			
Post	Project Management Team Leader	Date	18/01/17			

# 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 <u>simone.doyle@scotborders.gov.uk</u> 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.

1.	Title of	C31 : Central Borders Business Park – Phase 1	
	Proposal:		

(Please enter the title or reference for your proposal)

2.	Service Area:	Economic Development	
	Department:	Chief Executive	
(Please enter the department (convice area submitting the property)			

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

3.	<b>Description:</b>	<ul> <li>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.</li> <li>The aims and objectives are:</li> <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> </ul>
		<ul> <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> </ul>
		<ul> <li>The economic development potential of the Borders Railway is maximized.</li> </ul>
		Development of a Class 4 office building

(Please enter a full description of your proposal including its aims and objectives)

4.	Relevance to the Equality Duty.				
	Do you believe your proposal has any relevance to the following duties of the Council under the Equality Act 2010? (If you believe that your proposal may have some relevance – however small please indicate				
yes)					
	Duty	Yes/No			
	Elimination of discrimination (both direct &	Yes.			
	indirect), victimisation and harassment.	The project should help discrimination by			
	(Could your proposal discriminate? Or help	making land or premises available to all			
	eliminate discrimination?)	equality groups and provide access to jobs			
		created by the project.			
	Promotion of equality of opportunity?	Yes.			
	(Could your proposal help or hinder the Council	The proposal should help promote equality			

with this)	opportunities through providing access to created jobs.
Foster good relations?	Yes.
(Could your proposal help or hinder the council s relationships with those who have equality characteristics?)	The proposal should help foster good relations with all groups having similar equality characteristics and all having access to jobs created.

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality	Impact			Description	
Characteristics	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. you are unsure of the answer please state this and recommend further investigation.	
Age (Older or younger people or a specific age grouping)		x		Groups of all working ages should be able to access employment opportunities.	
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		x		All new premises will require to be DDA compliant therefore providing no barriers to employment.	
<b>Gender</b> (Males, Females, Transgender or Transsexual people)		x		All genders will have access to employment opportunities generated within the site.	
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.		x		All potential employees, irrespective of marital status, will have access to employment opportunities generated within the site.	
Pregnancy or maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the		x		The project provide employment opportunities and pregnant staff will be protected by Employment law.	

	1 1		
non-work context,			
protection against maternity			
discrimination is			
for 26 weeks after			
giving birth),			
Race Groups:		x	All Race groups will have access to
including colour,		^	employment opportunities generated within
nationality, ethnic			the site.
origins, including			the site.
minorities (e.g.			
gypsy travellers,			
refugees, migrants			
and asylum			
seekers)			
People with		x	All potential employees, irrespective of
Religious or other			religious belief, will have access to
Beliefs: different			employment opportunities generated within
beliefs, customs			the site.
(including atheists			
and those with no aligned belief)			
Sexual			All notantial ampleyees, irrespective of sovyal
Orientation, e.g.		x	All potential employees, irrespective of sexual orientation, will have access to employment
Lesbian, Gay,			
Bisexual,			opportunities generated within the site.
Heterosexual			
Carers (those who	х		
have caring			
responsibilities for			
someone with an			
equality			
Characteristic)			
Poverty		x	Those people of low income, will have access
(people who are			to job opportunities created within the site,
on a low income			thereby providing potential to increase their
including benefits claimants, people			income.
experiencing fuel			
poverty, isolated			
rural communities			
etc)			
Employees (those	x		
employed by the			
Council including			
full time, part time			
and temporary)			

Mitigation 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. If you are unsure of the answer please state this and recommend further investigation.

6.

Characteristic	Mitigation
Age	
Disability	
Poverty	

7.	How certain are you of the answers you have given?	
	Answer	Tick
		One
	Certain - 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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Compl	Completed By			
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 <u>simone.doyle@scotborders.gov.uk</u> 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.

1.	Title of	C32 : Newtown St Boswells Village Centre	
	Proposal:		

(Please enter the title or reference for your proposal)

2.	Service Area: Department:	Economic Development Chief Executive
(Please enter the department/service area submitting the proposal)		

3.	Description:	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.
		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 & 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.
		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.
		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.
1		

<sup>(</sup>Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality		Impact	t	Description
Characteristics	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> you are unsure of the answer please state this and recommend further investigation.
Age (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.
Gender (Males, Females, Transgender or Transsexual people)	X			

	Marital Status	Х		
	Civil Partnership,			
	Co-habiting			
	Divorced, Married,			
	Separated &			
	Single.			
	Pregnancy or	Х		
	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,			
	protection against			
	maternity			
	discrimination is			
	for 26 weeks after			
	giving birth)			
	Race Groups:	Х		
	including colour,			
	nationality, ethnic			
	origins, including			
	minorities (e.g.			
	gypsy travellers,			
	refugees, migrants			
	and asylum			
	seekers)			
	People with	Х		
	Religious or other			
	Beliefs: different			
	beliefs, customs			
	(including atheists			
	and those with no			
	aligned belief)			
	Sexual	Х		
	Orientation, e.g.			
	Lesbian, Gay,			
	Bisexual,			
	Heterosexual			
-	Carers (those who	Х		
	have caring			
	responsibilities for			
	someone with an			
	equality			
	Characteristic)			
	Poverty	Х		
	(people who are	~		
	on a low income			
	including benefits			
	claimants, people			
	experiencing fuel			
	poverty, isolated			
	rural communities			
	etc)			
			1	

Employees (those	Х		
employed by the			
Council including			
full time, part time			
and temporary)			

6.	. Mitigation 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. If you are unsure of the answer please state this and recommend further investigation.			
	Characteristic	Mitigation		

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - 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.	
	Not Certain – further assessment is recommended if proposal is progressed.	x

Completed By			
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

<u>simone.doyle@scotborders.gov.uk</u> 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.

1.	Title of	C35 : Private Sector Housing Grant - Adaptations
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	Regulatory Services. Housing Strategy & Services
	Department:	
(2)		

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

3.	Description:	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.		
		Providing high quality support, care and protection to children, young people, adults, families, and older people		
		• People will be enabled to live independently with support where		
		necessary		
		• 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		
		Homelessness will be prevented through effective prevention and		
		significant action		
		Borders people will have improved health and wellbeing		
		Children will grow up in a safe and homely environment		

(Please enter a full description of your proposal including its aims and objectives)

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

## 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality		Impact	:	Description
Characteristic	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> you are unsure of the answer please state this and recommend further investigation.
Age (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.
Gender (Males, Females, Transgender or Transsexual people)		x		Open to all assessed and prioritised eligible need
Marital Status Civil Partnership, Co-habiting Divorced, Married, Separated & Single.		x		Open to all assessed and prioritised eligible need
Pregnancy or maternity (refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth)		x		Open to all assessed and prioritised eligible need
giving birth) Race Groups:		x		Open to all assessed and prioritised eligible

<u> </u>		
including colour,		need
nationality, ethnic		
origins, including		
minorities (e.g.		
gypsy travellers,		
refugees,		
migrants and		
asylum seekers)		
People with	x	Open to all assessed and prioritised eligible
Religious or other		need
Beliefs: different		
beliefs, customs		
(including atheists		
and those with no		
aligned belief)		
Sexual	x	Open to all assessed and prioritised eligible
Orientation, e.g.		need
Lesbian, Gay,		
Bisexual,		
Heterosexual		
Carers (those who	x	Open to all assessed and prioritised eligible
have caring		need
responsibilities		
for someone with		
an equality		
Characteristic)		
Poverty	х	Open to all assessed and prioritised eligible
(people who are		need. Minimum grant levels of 80%. 80-100%
on a low income		_
including benefits		
claimants, people		
experiencing fuel		
poverty, isolated		
rural communities		
etc)		
Employees (those	x	Open to all assessed and prioritised eligible
employed by the		need
Council including		
Council including full time, part		
<u> </u>		
Characteristic)Poverty(people who areon a low incomeincluding benefitsclaimants, peopleexperiencing fuelpoverty, isolatedrural communitiesetc)Employees (thoseemployed by the		need. Minimum grant levels of 80%. 80-100% means tested Open to all assessed and prioritised eligible

7.	How certain are you of the answers you have given?	
	Answer	Tick One
	Certain - I have populated the evidence base to support my answers.	х
	<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.	
	Not Certain – further assessment is recommended if proposal is progressed.	

Completed By				
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 <u>simone.doyle@scotborders.gov.uk</u> to publish on the webpage within 3 weeks of the decision.

1.	Title of	Residential Dementia Care
	Proposal:	

(Please enter the title or reference for your proposal)

2.	Service Area:	
	Department:	Health & Social Care
	and antor the demorter	a ant (a any inc. and a submitting the propagal)

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

3.	Description:	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.	

(Please enter a full description of your proposal including its aims and objectives)

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

### 5. Which groups of people may be impacted (both positively and negatively) if the proposal is advanced?

Equality		Impact		Description
Characteristic	No	Possible	Possible	Where you have identified a potential impact,
	Impact	Positive	Negative	please detail what you perceive this to be.
		Impact	Impact	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.
Age (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.
Gender (Males, Females, Transgender or Transsexual people)	)	X	Any new residential unit will have modern bedroom and en-suite facilities
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 maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth)		K	
Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)	X		
People with Religious or other Beliefs: different	X		

beliefs, customs (including atheists and those with no aligned belief) Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual	X			
<b>Carers</b> (those who have caring responsibilities for someone with an equality Characteristic)		Х	ind ac se Th	here there is no specialist dementia facility, dividuals are often placed in non-optimal commodation (e.g.) care homes that are not t up to meet the requirements of dementia. his can be disruptive for other residents and fficult for staff/carers
Poverty (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X	at	e residential dementia unit will be charges Council-rates. This may be more cost- fective than private provision.
<b>Employees</b> (those employed by the Council including full time, part time and temporary)	X			

6.

#### Mitigation

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. **If you are unsure of the answer please state this and recommend further investigation**.

Characteristic	Mitigation				

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

Not Certain – further assessment is recommended if proposal is	
progressed.	

Completed By					
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