

## INTEGRATED IMPACT ASSESSMENT COVERING

- EQUALITIES & SOCIO ECONOMIC DUTIES
- HUMAN RIGHTS AND RIGHTS OF THE CHILD

### STAGE 1 - DO I NEED A DETAILED IMPACT ASSESSMENT?

<b>Service/department</b>	<b>Financial Services</b>		
<b>Name of policy or proposal</b>	<b>Reduce Buying team</b>		
<b>Budget template reference</b>	<b>F6-11</b>		
Is this a			Mark X below
New activity, programme or policy?			X
Change to an existing activity, programme or policy?			X
Budget proposal?			Y

Duties: tick the boxes you think apply	No	Maybe	Yes
<b>Equalities:</b> Will your proposal have an impact on groups with protected characteristics?  <i>Consider the impact of your proposal on people and how they access your services and information without barriers.</i>	No		
<b>Socio-economic</b>  <i>Not every person/family has access to regular income or savings. Will your proposal have an adverse impact on them</i>	No		
Does your policy or proposal impact on the <b>human rights</b> of people?	No		
Does your policy proposal impact on the <b>rights of children</b> and young people	No		

**Reasoning**

Briefly describe your reasoning for the responses given above:

This is a central service, placing orders on behalf of departments. What is purchased and for what purpose will not change. There will therefore be no impact on members of the public.

If you have answered **maybe** or **yes** to any of the Stage 1 questions above then proceed to complete the Stage 2 Impact Assessment questions below.

If you have answered **no** to the Stage 1 questions above then please sign off by providing the details below and submit to [don.toonen@moray.gov.uk](mailto:don.toonen@moray.gov.uk)

Lead Officer for developing the policy or proposal	Lorraine Paisey
Other people involved in the screening (this may be council staff, partners or others i.e. contractor or community)	N/A
Date	26/06/2023

## STAGE 2: DETAILED IMPACT ASSESSMENT

### Brief description of the affected service

1. Describe what the service does:
2. Who are your main stakeholders?
3. What changes as a result of the proposals? Is the service reduced or removed?
4. How will the proposals impact on your customers?

<b>6. How will your proposals impact on people with these protected groups?</b> (consider the impact on both customers and staff providing the service)		
Protected groups	X	Potential impacts and considerations – give details
Race		
Disability		
Carers (for elderly, disabled or minors)		
Sex		
Pregnancy and maternity (including breastfeeding)		
Sexual orientation		
Age (include children, young people, midlife and older people)		
Religion, and or belief		
Gender reassignment		
Inequalities arising from socio-economic differences		

### Human rights

Potentially relevant convention rights	X	Describe, where applicable, if and how specific rights are affected.
Article 5: Right to liberty and security		

<b>Potentially relevant convention rights</b>	<b>X</b>	<b>Describe, where applicable, if and how specific rights are affected.</b>
Article 6: Right to a fair trial		
Article 8: Right to respect for private and family life, correspondence and the home		
<i>Article 10: Freedom of expression</i>		
<i>Article 11: Freedom of assembly and association</i>		
<i>Article 12: Right to marry</i>		
<i>Article 14: Prohibition of discrimination (in relation to the convention rights)</i>		
<i>Article 1 of Protocol 1: Protection of property</i>		
<i>Article 2 of Protocol 1: Right to education</i>		
<i>Article 3 of Protocol 1: Right to free elections by secret ballot</i>		

### **Children's Rights and Wellbeing**

<b>Relevant articles – UNCRC</b>	<b>X</b>	<b>Describe, where applicable, if and how specific rights are affected.</b>
Article 2 – Non discrimination		
Article 12 – Respect of the views of the child		
Article 3.1 – Best interest of the child		
Article 6.2 – Right to survival and development		

### **7. Evidence.** What information have you used to make your assessment?

<b>Performance data</b>	
<b>Internal consultation</b>	
<b>Engagement or consultation with affected groups</b>	
<b>Local statistics</b>	

<b>National statistics</b>	
<b>Other</b>	

### 8. Evidence gaps

Do you need additional information in order to complete the information in the previous questions?

### 9. Mitigating action

Can any negative impacts of the proposals be mitigated?

### 10. Justification

If nothing can be done to reduce the negative impact(s) but the proposed proposal must go ahead:

- What justification is there to continue with the proposals?
- Can you demonstrate that the proposals are still proportionate in a wider sense?

<b>CONCLUSIONS:</b>	Indicate with an X
<p>1. The impact of the proposals were found to be positive in:</p> <ul style="list-style-type: none"> <li>• Reducing discrimination, harassment, victimisation or other conduct prohibited under the Equality Act 2010</li> <li>• Promoting equality of opportunity and fostering good relations</li> </ul>	
<p>2. No negative impacts were identified in the proposals/ any negative impacts were considered to be negligible</p>	
<p>3. Some potential negative impacts have been identified as outlined in question 6.</p> <ul style="list-style-type: none"> <li>• Protected characteristics under the Equalities Act</li> <li>• Socio Economic impact and inequality</li> <li>• Human rights/rights of the Child</li> </ul>	
<p>4. Negative impacts can be mitigated with the proposed actions outlined in question 8.</p>	
<p>5. The negative impacts cannot be fully mitigated but the proposals can be justified as outlined in question 9.</p>	
<p>6. It is advised not to go ahead with the proposals.</p>	

**Sign off and authorisation:**

We have completed the integrated impact assessment for this policy/activity.	Name: Position: Date:
Authorisation by head of service	Name: Position: Date:
Permission to publish on website -	
Please return this form to the Equal Opportunities Officer, Chief Executive's Office.	

STAGE 1