

## Draft Equalities Impact Assessment – Draft Budget Book

### Screening/Scoping Pro Forma

|   |                             |                                    |  |   |  |   |
|---|-----------------------------|------------------------------------|--|---|--|---|
| <b>Section</b>  | Financial Services          |                                    | <b>Officer responsible for the screening/scoping</b>   | Kersti Laul   |  |   |
| <b>Name of Policy to be assessed</b>  | Draft Estimate Book 2009/10 |                                    | <b>Date of Assessment</b>  | 11/03/09  | <b>Is this a proposed new or existing policy/procedure/practice?</b> | New but reproduced each year  |
| <b>1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?</b>               |                             |                                    | Provide details of service unit budgets.   |   |  |   |
| <b>2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.</b> |                             |                                    | No associated/specific objectives other than in section 1 above.   |   |  |   |
| <b>3. Who is intended to benefit from this policy and in what way?</b>                                      |                             |                                    | Anyone who would need details of future budgets for the service units.   |   |  |   |
| <b>4. What outcomes are wanted from this policy/procedures/practice?</b>                                    |                             |                                    | To give Service Units & members details of budget estimates  |   |  |   |
| <b>5. What factors/forces could contribute/detract from the outcomes?</b>                                   |                             |                                    | n/a  |   |  |   |
| <b>6. Who are the main stakeholders in relation to the policy?</b>  |                             | Service Units, Members, the public |  | <b>7. Who implements the policy, and who is responsible for the policy?</b> |  | Financial Services holds responsibility for producing the book; Service Units hold responsibility for how the budget is used. |
| <b>8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?</b>      |                             |                                    | N  |   |  |   |
| <b>What existing evidence (either presumed or otherwise) do you have for this?</b>                          |                             |                                    | Whilst it is possible that a change in the budget for a service unit could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget. |   |  |   |

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| <b>9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?</b>                  | <b>N</b>  |   |
| <b>What existing evidence (either presumed or otherwise) do you have for this?</b>                                   | Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget. |   |
| <b>10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?</b>             | <b>N</b>  | <u>Note:</u> The information is produced as a book as well as made available on the loop. Specific and appropriate support would be provided for those needing to see the budget book who are blind or partially sighted. |
| <b>What existing evidence (either presumed or otherwise) do you have for this?</b>                                   | Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget. |   |
| <b>11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?</b>     | <b>N</b>  |   |
| <b>What existing evidence (either presumed or otherwise) do you have for this?</b>                                   | Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget. |   |
| <b>12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?</b>              | <b>N</b>  |   |
| <b>What existing evidence (either presumed or otherwise) do you have for this?</b>                                   | Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget. |   |
| <b>13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?</b> | <b>N</b>  |   |
| <b>What existing evidence (either presumed or otherwise) do you have for this?</b>                                   | Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget. |   |

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| <p><b>14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?</b></p>          |  | <b>N</b> |  |
| <p><b>What existing evidence (either presumed or otherwise) do you have for this?</b></p>  | <p>Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget.</p> |          |  |
| <p><b>15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?</b></p>                             |  | <b>N</b> |  |
| <p><b>What existing evidence (either presumed or otherwise) do you have for this?</b></p>  | <p>Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget.</p> |          |  |
| <p><b>16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?</b></p>                   |  | <b>N</b> |  |
| <p><b>What existing evidence (either presumed or otherwise) do you have for this?</b></p>  | <p>Whilst it is possible that a change in the budget for a service could have a differential impact, the responsibility for the consequences of an altered budget lies with the service that holds the budget.</p> |          |  |
| <p><b>17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?</b></p> |  | <b>N</b> | <p>No differential impact identified in 8-16.</p>  |
| <p><b>18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</b></p>               |  | <b>N</b> | <p>No differential impact identified in 8-16..</p> |

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| <p><b>Business improvement</b></p> <p><b>19. Is there any concern that there are unmet needs in relation to any of the above groups?</b></p>  |  | <p><b>N</b></p> | <p>No concern regarding unmet needs.</p>                 |
| <p><b>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</b></p>   |  | <p><b>N</b></p> | <p>No differential impact or unmet needs identified.</p> |
| <p><b>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</b></p>   |  | <p><b>N</b></p> | <p>Not applicable</p>                                    |
| <p><b>22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?</b></p> |  | <p><b>N</b></p> | <p>No (please see explanation on 8-16 above)</p>         |

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| <b>23. Should the policy proceed to a full equality impact assessment?</b>                               |  | <b>N</b> |  |
| <b>24. If No, are there any changes required to the policy to improve it around the equality agenda?</b> |  | <b>N</b> | Not directly but to note the commitment to provide information in an alternative format if required. |

**Signed**  
(completing officer)

**Date March 2009**

**Signed**  
(Head of Section) ..... **Date.**

**Countersigned**  
(HR representative)

**Date March 2009**