



Integrated Impact Assessment Pre-screening Stage 1

The Integrated Impact Assessment (IIA) supersedes the previous Equality and Human Rights Impact Assessment (EHRIA) form.

The pre-screening (Stage 1) will determine if your proposal requires a full impact assessment (Stage 2). Stage 2 will look at details of your proposals, the impact and any mitigations in place.

Note: This form should be completed using the guidance contained in the document: 'Guide to Completing an Integrated Impact Assessment'. Please read the guidance before completing this form.

This assessment and accompanying guidance use the term 'policy' for any activity within Aberdeen City Council. Therefore 'policy' should be understood broadly to embrace the full range of your policies, provisions, criteria, functions, practices and activities including the delivery of services - essentially everything you do.

Purpose:

Aberdeen City Council wants Aberdeen to be a place where all people can prosper. We want everyone in Aberdeen to have fair opportunities regardless of their background and circumstances. The aim of this assessment is to allow you to critically assess:

- the impact of the policy / proposal on different communities.
- whether Aberdeen City Council is meeting its legal requirements in terms of [Public Sector Equality Duty](#), [Equality Outcomes](#) and [Human Rights](#);
- whether [Children's Rights](#) have been impacted;
- whether [Socio-economic disadvantage](#) is reduced;
- whether any measures need to be put in place to ensure any negative impacts are eliminated or minimised which will be covered in Stage 2.

Title* Name your business case, policy, strategy or proposal (including budget proposals)	Implementation of D365							
Is this a new or existing policy/ proposal?	Yes							
Brief description of policy / proposal (including intended outcomes and purposes)	The delivery of the D365 solution as a replacement for Carefirst will enable efficiencies and new ways of working for social work staff working across Justice; Adult and Children’s SW. It will also generate more efficient ways of working for the enabling clusters of Finance; Digital & Technology and Data & Insights. The roll out of D365 will commence during Q2 in 2022/23. Over the coming months learning from the build and testing phases of the build will enable a clearer understanding where these efficiencies will be realised. These efficiencies will predominantly be in the form a reduction in headcount.							
Do you consider this proposal to have an impact on the:								
a. Human Rights of people?	Yes	No	Unsure					
b. Rights of Children and Young people?	Yes	No	Unsure					
What is your assessment of the impact on groups with: a. Protected characteristics b. Children and young people c. Other For example -consider the impact of your policy on people and how they will be able to access goods, services and information with no barriers.	H	High negative impact	H	M	L	N	P	U
	M	Medium negative impact						
	L	Low negative impact						
	N	No impact						
	P	Positive impact						
	U	Unsure						
	Age					X		
	Disability					X		
	Gender Reassignment					X		
	Marriage and Civil partnership					X		
	Pregnancy and Maternity					X		
	Race					X		
	Religion or Belief					X		
	Sex					X		
	Sexual Orientation					X		
	Children and young people					X		
	Other					X		
Socio-Economic Inequalities Not every person / family has access to regular income or savings. Will your proposal have an adverse or high impact on them?	Yes	No	Unsure					

What considerations did you have when the above selections?
 Delivery of D365 will promote more agile and efficient ways of working across multiple ACC clusters and ACHSCP. The impact of this will be incremental as the new system beds in and will be fully realised in the next few years.
 Detailed work to understand which aspects of our collective business processes will be most significantly transformed is ongoing and should be concluded prior to the year end. This will identify where the efficiencies will be achieved. It is accepted that it will fall across the clusters of

- Children’s SW
- Adult & Justice SW ACHSCP
- Digital & Technology
- Data & Insights
- Finance

The efficiencies will essentially take the form of reduced headcount and will be managed from within the natural turnover of staff.

Internal or existing data Please detail your sources	The project team overseeing the delivery of D365 has through the build and test phases have been tracking data where efficiencies will be achieved of the build. These will be presented to the D365 Board in the coming weeks.		
Consultations with officers or partner organisations Please list your sources	CO’s from the noted five areas will work collaboratively to agree the proposed budget saving.		
Other: Please list your sources			

Does this proposal contribute to the Public Sector Equality Duty to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations?	Yes - please explain	No	Unsure
Does this proposal contribute to the Council’s Equality Outcomes 2021-25 ?	Yes - please explain	No	Unsure

Please note for any high negative or medium negative impacts identified (red or amber), a full Integrated Impact Assessment will be required (stage 2).

Please provide a brief high-level summary that your policy will bring about: Resolves budget anomaly whereby to budget lines exist for the one budget.			
Will a full assessment be required?	Yes	No	Unsure

Assessment completed by: Name and job title	Graeme Simpson
Date:	13-1-22
Signed and approved by Chief Officer	Graeme Simpson

(Name and signature)

If you have any queries or require this form in an alternative format, please contact equality_and_diveristy@aberdeencity.gov.uk

A fully completed and signed form should be mailed as a PDF to the above email address for publishing your assessment.



Integrated Impact Assessment

Stage 2

This stage should be completed following Stage 1 of the Integrated Impact Assessment where required.

In this stage, focus is on assessments that have a high or medium negative impact and the proposed mitigations. Please tick which areas it might affect and provide a summary of your mitigating actions for the negative impacts identified. You do not need to give a mitigation for each article.

Human Rights

Does the proposal have an impact on [Human Rights](#)? Identify the relevant Article and record the relevant impact and describe as a summary the mitigating steps proposed.

	High / Medium Negative impact	Mitigations Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
Article 6 Right to a fair and public hearing	Neutral	
Article 7 No punishment without law	Neutral	
Article 8 Right to respect for private and family life, home and correspondence	Neutral	

Article 9 Freedom of thought, conscience and religion	Neutral	
Article 10 Freedom of expression	Neutral	
Article 11 Freedom of assembly and association	Neutral	
Article 12 Right to marry and to found a family	Neutral	
Article 14 Right not to be subject to discrimination	Neutral	
Article 1 of Protocol 1 Protection of property	Neutral	
Article 2 of Protocol 1 Right to education	Neutral	
Article 3 of Protocol 1 Right to free elections	Neutral	

Children and Young People’s Rights

The United Nations Convention has 54 articles that cover all aspects of a child’s life and set out the civil, political, economic, social and cultural rights that all children everywhere are entitled to. It also explains how adults and governments must work together to make sure all children can enjoy all their rights.

Children’s rights apply to every child/young person under the age of 18 and to adults still eligible to receive a “children’s service” (e.g. care leavers aged 18 - 25 years old).

Identify all Articles of the United Nations Convention on the Rights of the Child ([UNCRC](#)) and [Optional Protocols](#) which are relevant to your proposal and record the relevant impact and describe the mitigating steps.

Please tick which areas it might affect and provide a summary of your mitigating actions. You do not need to give a mitigating step for each article.

	High / Medium Negative impact	Mitigations
--	--------------------------------------	--------------------

		Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
Article 1 definition of the child	Neutral	
Article 2 non-discrimination	Neutral	
Article 3 best interests of the child	Neutral	
Article 4 implementation of the convention	Neutral	
Article 5 parental guidance and a child's evolving capacities	Neutral	
Article 6 life, survival and development	Neutral	
Article 7 birth registration, name, nationality, care	Neutral	
Article 8 protection and preservation of identity	Neutral	
Article 9 separation from parents	Neutral	
Article 10 family reunification	Neutral	
Article 11 abduction and non-return of children	Neutral	
Article 12 respect for the views of the child	Neutral	

Article 13 freedom of expression	Neutral	
Article 14 freedom of thought, belief and religion	Neutral	
Article 15 freedom of association	Neutral	
Article 16 right to privacy	Neutral	
Article 17 access to information from the media	Neutral	
Article 18 parental responsibilities and state assistance	Neutral	
Article 19 protection from violence, abuse and neglect	Neutral	
Article 20 children unable to live with their family	Neutral	
Article 21 adoption	Neutral	
Article 22 refugee children	Neutral	
Article 23 children with a disability	Neutral	
Article 24 health and health services	Neutral	
Article 25	Neutral	

review of treatment in care		
Article 26 social security	Neutral	
Article 27 adequate standard of living	Neutral	
Article 28 right to education	Neutral	
Article 29 goals of education	Neutral	
Article 30 children from minority or indigenous groups	Neutral	
Article 31 leisure, play and culture	Neutral	
Article 32 child labour	Neutral	
Article 33 drug abuse	Neutral	
Article 34 sexual exploitation	Neutral	
Article 35 abduction, sale and trafficking	Neutral	
Article 36 other forms of exploitation	Neutral	
Article 37 inhumane treatment and detention	Neutral	
Article 38 war and armed conflicts	Neutral	
Article 39	Neutral	

recovery from trauma and reintegration			
Article 40 juvenile justice	Neutral		
Article 41 respect for higher national standards	Neutral		
Article 42 knowledge of rights	Neutral		
Optional Protocol on a Communications Procedure			

Protected Characteristics

Aberdeen City Council wants to ensure everyone is treated fairly. Identify the [protected characteristics](#) that your policy/ proposal affects and record the relevant impact and describe the mitigating steps.

	High / Medium Negative impact	Mitigations Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
Age A person belonging to a particular age (for example 32-year-olds) or range of ages (for example 18 to 30year olds).	Neutral	
Disability people with disabilities / long standing conditions	Neutral	
Race (including Gypsy / Travellers) people from minority ethnic communities and different racial backgrounds	Neutral	
Religion or belief	Neutral	

people with different religion and belief to include those with no beliefs		
Sex - Gender identity men or women, boys and girls	Neutral	
Pregnancy and maternity women who are pregnant and / or on maternity leave	Neutral	
Sexual orientation lesbian, gay, bisexual, heterosexual / straight	Neutral	
Gender reassignment anybody whose gender identity / expression is different to the sex assigned to them at birth	Neutral	
Marriage and civil partnership people who are married or in a civil partnership	Neutral	

Socio-Economic Inequalities

Not every person / family has access to regular income or savings. You should therefore consider the impact of your proposal on people who might be unemployed, single parents, people with lower education or literacy, looked after children, those with protected characteristics are just some examples.

Identify the group that your policy/ proposal affects and record the relevant impact and describe the mitigating steps.

	High / Medium Negative impact	Mitigations Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
Low income / income poverty - those who cannot afford	Neutral	

regular bills, food, clothing payments.		
Low and/or no wealth - those who can meet basic living costs but have no savings for unexpected spend or provision for the future	Neutral	
Material deprivation - those who cannot access basic goods and services, unable to repair/replace broken electrical goods, heat their homes or access to leisure or hobbies	Neutral	
Area deprivation - consider where people live and where they work (accessibility and cost of transport)	Neutral	
Socio-economic background - social class, parents' education, employment, income.	Neutral	

Consultation and monitoring

	Yes	No
Have you undertaken any of form of consultation with any of the affected groups?		
Describe the consultation processes/methods undertaken and the number of participants/respondents		
Summarise the changes or improvements that have been made to the policy because of the consultation.		
Set out what suggested changes or improvements that have not been made and why		
What impact(s) has the consultation had upon your proposal?		
How will this policy be monitored		
Use this section to justify why your proposal should go ahead despite the negative impacts identified.		

Authorisation and sign off: for Stage 2:

Title of Policy / proposal:	D365 Budget Option	
Directorate and Cluster:	<ul style="list-style-type: none">• IJB - ACHSCP - Adult & Justice SW• Operations - Children's SW• Resources - Finance• Customer Services - D&T• Customer Services - D&I	
Policy and assessment author (s)	Name: Job title: Date:	Name: Job title: Date:
Authorised and approved by Director or Chief Officer	Name: Job title: Date:	Name: Job title: Date:

Following completion and approval, please email your completed assessment to:
equality_and_diveristy@aberdeencity.gov.uk