# EQUALITY IMPACT ASSESSMENT FORM

**Not all projects require a full impact assessment. Please review the equality pre-assessment** [**questions**](https://eur03.safelinks.protection.outlook.com/ap/w-59584e83/?url=https%3A%2F%2Fscotent.sharepoint.com%2Fsites%2FIntranet%2FA-z%2FT-equal_opportunities%2FSiteAssets%2FPages%2FEqualopps-eias%2Fquestions.doc&data=05%7C01%7CMargaret.Maynard%40scotent.co.uk%7Ced07756e83444c2308e508da8b4ff4d9%7C50374495fdde4d04bc5c574982680e19%7C0%7C0%7C637975472786817356%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=L8pqVm0659PBpg60Nbjs4aZ9PfGWRYzyBY84au7ItXo%3D&reserved=0) **which define this requirement and inform your** [**equality champion**](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fscotent.sharepoint.com%2Fsites%2FIntranet%2FA-z%2FT-equal_opportunities%2FPages%2FWhos-who-equalopps.aspx&data=05%7C01%7CMargaret.Maynard%40scotent.co.uk%7Cb4bc6132cdb2406d243308da8a658e01%7C50374495fdde4d04bc5c574982680e19%7C0%7C0%7C637974466022935882%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=S5bbqB8uVzfpEalb2SFXC28310n6TA2q5FxlVhZSTjg%3D&reserved=0) **of the decision. If you answer YES to any of these** [**questions**](https://eur03.safelinks.protection.outlook.com/ap/w-59584e83/?url=https%3A%2F%2Fscotent.sharepoint.com%2Fsites%2FIntranet%2FA-z%2FT-equal_opportunities%2FSiteAssets%2FPages%2FEqualopps-eias%2Fquestions.doc&data=05%7C01%7CMargaret.Maynard%40scotent.co.uk%7Ced07756e83444c2308e508da8b4ff4d9%7C50374495fdde4d04bc5c574982680e19%7C0%7C0%7C637975472786817356%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=L8pqVm0659PBpg60Nbjs4aZ9PfGWRYzyBY84au7ItXo%3D&reserved=0)**– then this Impact Assessment must be completed.**

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| **Name of Business Unit** | Digital & Major Projects / Major Programme Management |
| **Name/designation of person(s) responsible for managing/ conducting this process** | Jacqui Cosgrove (PM) |

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| **Name of Policy / Function / Service / Strategy / Action Plan / Programme / Project etc.** | Cyber Innovation Challenge | |
| **Is it (Delete as applicable)** | New |  |
| **Is the policy contracted out? (Delete as applicable)** | Yes |  |
| **If yes, who delivers this policy for the organisation?** | Grant offer from SE to CENSIS who will deliver the service | |
| **Is responsibility for delivery shared with others? (Delete as applicable)** |  | Yes |
| **If yes, who are your partners?** | **Digital office** – Project Sponsor - Run test of change.  **CENSIS** – Technical lead and project management  **SG Technology Enabled Care** – Support roll out and test of change  **Consortia 4 Local authorities** – Assist with development and installation of trials.  **Scottish Enterprise** – Innovation challenge funding management and project support  **SG Cyber Resilience Unit** – project main funders | |

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| **Could there be possible impacts or effects in respect of the following protected groups? (Delete as applicable)** | | | |
| **Age** | **Yes** | **Disability** | **Yes** |
| **Gender Re-Assignment** | **No** | **Marriage & Civil Partnership** | **No** |
| **Pregnancy & Maternity** | **No** | **Race** | **No** |
| **Religion or Belief** | **No** | **Sex** | **No** |
| **Sexual Orientation** | **No** | **Human Rights** | **No** |

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| **Timescale for**  **Assessment** | 1 week | **Timescale for Involvement/Consultation** | 1 week |
| **Start Date** | 15/01/2024 | **Completion Date** | 19/01/2024 |
| **EO Champion review by** | Kim Robertson | **Date** | 30/01/2024 |
| **SRO name and email approval on file** | Marta Eizaguirre | **Date** | 31/01/2024 |

## 1. Identify ALL the Aims of the Policy/Project (consider these questions to prompt answers)

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| 1. What is the purpose of the policy/project? (consider explicit and implicit aims)  2. Who does the policy/project affect?  3. Who does the policy/project benefit directly? (e.g. employees/service users; equality groups, other stakeholders)  4. What results/outcomes are intended? |

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| 1. The aim of this project is to produce a procurement ready commercial proposition that will simplify the security for remote healthcare applications and allow further services and applications to be developed. 2. The Social Care side for all Local Authorities in Scotland who provide support to the elderly and/or disabled. It will also impact on the services users (elderly and/or disabled people). 3. Service Users (elderly and/or disabled people requiring support at home), Local Authorities (reduced cost of support) 4. Creation of a new secure telecare service for elderly/ disabled service users in partnering local authorities (with potential to expand through later commercialisation)   Outcomes are still to be determined but could result in:   * New product developed by Scottish consortia. * New Scottish company set up to commercialise the product with creation of new jobs * Involvement of Scottish companies in the development of the Software and potentially becoming partners in the commercialisation of the solution * Potential new IP developed - TBC * Commercial opportunity with Amazon following testing – they could be buyers of the solutions. * Commercial opportunity with local authorities procuring the solution as part of their telecare and other care service delivery. * Exporting opportunities to other local authorities across the UK and EU organisations leading in delivery of similar social and care services i.e., Galician Social Housing * Unlocking innovation in the social and care services sector |

## 2. Consider the Evidence (data and information) - (consider these questions to prompt answers)

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| 1. What information or data would it be useful to have? What data (quantitative and qualitative) is available? (in-house/external) How reliable/valid/up-to-date is it?  2. What does the data/information tell you about   * Different needs? * Different experiences? * Different access to services, information or opportunities? * Different impacts/different outcomes?   3. Are there any gaps that you should fill now/later by further evidence gathering/commissioning or by secondary analysis of existing data?  4. Are there any experts or stakeholders you should involve/consult now? Have you involved/consulted any experts already? What were their views? |

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| 1. The data is held by each Local Authority and is protected and therefore not available. We are aware there are c.7,500 users of the existing digital and analogue services. 2. Refer to response to each question below. 3. What are the different needs for the service user group?  * Physical disability/psychological disability * Those who have palliative care needs * Anyone who is considered vulnerable. * Visually impaired * Those with limited digital skills * Loneliness and social isolation  1. How many service users will the project help?  * 180K in Scotland is fully adopted and 1.4m in the UK  1. What type of service user need is this fulfilling?  * Can provide a reactive care service at the point of need * Support service users to live independently at home for longer * Reduce the burden of care on formal services and allow families and nominated carers to engage in individual care plans * Opportunities to provide proactive care services (future falls prediction) * Reduce loneliness by encouraging family and friends’ engagement  1. How will different types of disabilities be accommodated in terms of use of the product?   This solution will use a range of technologies which can be deployed following telecare assessment – technologies are provided / supported based on individual need. This new service offering provides those who do not have the dexterity to press a button or make a call for help to simply say “Alexa” get me help!   1. Not sure as data and information is not available. 2. Social Care partners within Local Authorities will be involved in the design of the project.   User testing will provide feedback |

## 3. Assess the likely impact on different groups - (consider these questions to prompt answers)

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| 1. Does your analysis of the evidence indicate any possible adverse impact on a particular group (age, disability, gender reassignment, marriage & civil partnership, pregnancy & maternity, race, religion or belief, sex and sexual orientation) or does it breach human rights legislation.  2.If it is adverse,   * Does this amount to unlawful discrimination? (See guidance)   3. In what areas does it have an impact? E.g. access to information, experience of services?  **4. Even if there is no evidence of adverse impact, is there an opportunity to**  **actively promote equality or foster good relations between different groups?** |

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| 1. No adverse impact - The Local Authorities involved in the project have advised that only service users who are capable of using their own devices to link to the platform will be able to do so and, training will be provided to the installer and service user. There should be no adverse impact on the elderly (age) and/or disabled (disability). 2. Not relevant – see response above. 3. It is possible that service users may not understand how to use the service, but the Local Authorities will provide training. Users will provide feedback which will highlight any issues if they arise and allow them to be resolved 4. The Grant will be issued in line with SE standard practice, which requires recipients to adhere to and demonstrate commitment to Fair Work First practices.   The product itself is intended to promote equality, by providing support service users who are elderly or living with disabilities to live independent lives. The Local Authorities have their own equal opportunity practises relating to Care and Social Services, which will guide and inform the project. |

## 4. Consider alternatives - (use these questions to prompt answers)

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| 1. How can you change your proposal in a way that is proportionate, and will   * Remove unlawful discrimination or comply with human rights? * Reduce any adverse impact? * Advance/promote equality? * Foster good relations between different groups? * Help us achieve our published equality outcomes (See guidance)?   2. If there are no actions proposed, can the policy/project still be justified?  3. Can the aims be met in some other way? What can you do now/later?  4. If the project involves procuring a service or product is there any scope to encourage suppliers to have a greater focus on equality for example signing up to the Business Pledge? Are there any positive action activities you could consider which might address disadvantage experienced by protected groups, like targeting women owned businesses or applying reserved contracts? Are there any other project specific actions you could state to help with our equality duties e.g. monitoring of uptake of the service to identify under-representation or encouraging certain groups to participate in the project (see guidance)?  5. What are you recommending? |

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| 1. It is not possible to change the project in anyway. The design of the project is to provide a secure platform which should not adversely affect any protected group. Feedback on the service will be used to improve the design. 2. Yes. 3. No. As noted above, the purpose is to provide a secure platform. 4. No. 5. The project should progress. |

## 5. Involve/Consult relevant stakeholders if appropriate - (consider these questions to prompt answers)

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| 1. What are the views of the people who are likely to be affected or who have an interest about   * Whether you have identified the right issues? * Whether you have proposed suitable modifications? * Whether your proposals will meet their needs?   2. Should you involve people in the re-design of the policy?  3. How will you consult once changes have been made?  4. Whom do you need to get views from?(internally/externally)  5. What methods will you use? (consider “hard to reach” groups)  6. What formats will you use for communicating with different groups? |

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| 1. This is a new concept; the project is to test and trail a new device which would identify any potential impact on protected groups. 2. No. 3. Not applicable. 4. Not applicable. 5. Not applicable. 6. Not applicable. |

## 6. Decide whether to adopt this policy/project - (consider these questions to prompt answers)

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| 1. What were your findings from the consultation/involvement?  2. Taking into account all of the data, information, potential impact issues and consultation feedback, what will you recommend? (Choose & state one option)   * **Reject the policy** – there is evidence of actual/potential unlawful discrimination or breach of human rights. * **Accept the policy** – The EIA demonstrates the policy is robust with no adverse impacts and all opportunities to promote equality/foster good relations have been taken. * **Modify the policy** – Adjust the policy to remove barriers or better promote equality * **Continue with the policy** – Issues with the policy have been identified but you wish to continue with the policy. Clearly set out justification for doing this. Compelling reasons will be needed.   3. If the Equality Impact Assessment (EqIA) is on a high level policy/strategy state here  if further EqIAs need to be carried out on projects emanating from the policy/strategy  and inform project managers. |

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| 1. A Gate Review will take place at month 3 of the project which will determine if the project should progress. An evaluation will be carried out during the project which will determine the impact of the project on the sample service user group who will form part of the tests and trials. 2. Recommend we accept the policy – there are unlikely to be any adverse impacts on the protected groups. 3. No further equality impact assessments need to take place. |

## 7. Make Monitoring (and review) Arrangements - (consider these questions to prompt answers)

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| 1. How will you know what the actual effect of the policy/project is?  2. In what ways will you monitor? e.g. continuously or irregularly, quantitative methods such as surveys, qualitative methods such as interviews  3. How often will monitoring information be analysed?  4. When will you review the policy/project taking into account any monitoring information? |

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| 1. When the commercial proposition is rolled out i.e., procured and implemented by the Local Authorities. 2. CENSIS will provide monthly progress reports, gate review at month 3 and outputs of the evaluation. 3. See response to question 2 above. 4. At the end of the project – month 12. |

**8. Equality Impact Assessment review**

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| Please forward the completed document to your equality champion for review. This should then be approved by the SRO and returned to your champion for publication on the Scottish Enterprise external website. |

**9. Summary of Actions**

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| List any actions agreed and indicate dates for review. |

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| None. Project should progress as planned, in consultation with Local Authority Partners on their own Equalities guidance and commitments |