



City of Edinburgh Council Record of Equality and Rights Impact Assessment

Part 1: Background and Information

(a) Background Details

Please list ERIA background details:

ERIA Title and Summary Description: **Lothian Pension Fund Actuarial Services Requirement**

Service Area	Division	Head of Service	Service Area Reference No.
Resources Directorate	Investment & Pensions	Clare Scott	2017R127

(b) What is being impact assessed?

Describe the different policies or services (i.e. decisions, projects, programmes, policies, services, reviews, plans, functions or practices that relate to the Corporate ERIA Title):

Policies and Services	Date ERIA commenced
<p>The City of Edinburgh Council is the Administering Authority of three Local Government Pension Scheme funds: Lothian Pension Fund, Lothian Buses Pension Fund and Scottish Homes Pension Fund. The Council is acting as the Administering Authority of Lothian Pension Fund is required to appoint a single supplier to provide both actuarial and benefit consultancy services. In accordance with procurement law the Council must, from time to time, conduct a procurement exercise to select the actuarial services provider.</p> <p>This assessment specifically excludes the regulations under which the Funds are administered - these are the responsibility of the Scottish Government.</p>	2 October 2017

(c) When is it due to be reviewed? (insert furthest away date if question relates to a number of review dates) **Required for sign-off of Procurement Plan**

(d) ERIA Team

Please list all ERIA Team Members:

Name	Organisation / Service Area
Clare Scott	Investment & Pensions
John Burns	Investment & Pensions
Erin Savage	Investment & Pensions

Name	Organisation / Service Area
George Kirk	Investment & Pensions

Part 2: Evidence and Impact Assessment

(a) Evidence Base

Please record the evidence used to support the ERIA. Any identified evidence gaps can be recorded at [part 3a](#). Please allocate an abbreviation for each piece of evidence.

Evidence	Abbreviation
Officer knowledge and experience	n/a
Research into similar procurements	n/a

(b) Rights Impact Assessment – Summary

Please describe all the identified enhancements and infringements of rights against the following ten areas of rights. Please also consider issues of poverty and health inequality within each area of rights:

- Life
- Health
- Physical security
- Legal security
- Education and learning
- Standard of living
- Productive and valued activities
- Individual, family and social life
- Identity, expression and respect
- Participation, influence and voice

Please indicate alongside each identified enhancement or infringement the relevant policy or service (see [part 1b](#)) and relevant evidence (see [part 2a](#)).

Summary of Enhancements of Rights
The pension administration system is intended to ensure that members obtain the benefits they are entitled to under the regulations in a timely and efficient manner. The system is also required to provide security of personal information as required under the Data Protection Act.
Summary of Infringement of Rights
Can these infringements be justified? Are they proportional?
No infringements of rights has been identified.

(c) Equality Impact Assessment – Summary

Please consider all the protected characteristics when answering questions 1, 2 and 3 below. Please also consider the issues of poverty and health inequality within each protected characteristic:

- Age
- Disability
- Gender identity
- Marriage / civil partnership
- Pregnancy / maternity
- Race

- Religion / belief
- Sex
- Sexual orientation

1. Please describe all the positive and negative impacts on the duty to eliminate unlawful discrimination, harassment or victimisation. Please indicate alongside each identified impact the relevant policy or service (see [part 1b](#)) and relevant evidence (see [part 2a](#)).

Positive Impacts
An equality impact assessment has been conducted by the Scottish Public Pensions Agency regarding the impact of the regulations that the Council is required to administer. The Scheme Advisory Board for Scotland is required to monitor equality issues as part of its remit. Data held on the pension administration will be of use to the Scheme Advisory Board when considering equality issues.
Negative Impacts
No negative impacts have been identified.

2. Please describe all the positive and negative impacts on the duty to advance equality of opportunity (i.e. by removing or minimising disadvantage, meeting the needs of particular groups that are different from the needs of others and encouraging participation in public life)? Please indicate alongside each identified impact the relevant policy or service (see [part 1b](#)) and relevant evidence (see [part 2a](#)).

Positive Impacts
An equality impact assessment has been conducted by the Scottish Public Pensions Agency regarding the impact of the regulations that the Council is required to administer. The Scheme Advisory Board for Scotland is required to monitor equality issues as part of its remit. Data held on the pension administration will be of use to the Scheme Advisory Board when considering equality issues.
Negative Impacts
No negative impacts have been identified.

3. Please describe all the positive and negative impacts on the duty to foster good relations (i.e. by tackling prejudice and promoting understanding)? Please indicate alongside each identified impact the relevant policy or service (see [part 1b](#)) and relevant evidence (see [part 2a](#)).

Positive Impacts
An equality impact assessment has been conducted by the Scottish Public Pensions Agency regarding the impact of the regulations that the Council is required to administer. The Scheme Advisory Board for Scotland is required to monitor equality issues as part of its remit. Data held on the pension administration will be of use to the Scheme Advisory Board when considering equality issues.
Negative Impacts
No negative impacts have been identified.

Part 3: Evidence Gaps, Recommendations, Justifications and Sign Off

(a) Evidence Gaps

Please list all relevant evidence gaps and action to address identified gaps.

Evidence Gaps	Action to address gaps
None identified	

(b) Recommendations

Please record SMART recommendations which may include actions to

- (i) eliminate unlawful practice or infringements of absolute rights;
- (ii) justify identified infringements of rights; or
- (iii) mitigate identified negative equality impacts
- (iv) further advance equality and rights, and promote good relations.

Recommendation	Responsibility of (name)	Timescale
None identified.		

(c) Sign Off

I, the undersigned, am content that:

- (i) the ERIA record represents a thorough and proportionate ERIA analysis based on a sound evidence base;
- (ii) the ERIA analysis gives no indication of unlawful practice or violation of absolute rights;
- (iii) the ERIA recommendations are proportionate and will be delivered;
- (iv) the results of the ERIA process have informed officer or member decision making;
- (v) that the record of ERIA has been published on the Council's website / intranet, or
- (vi) that the ERIA record has been reviewed and re-published.

Date	Sign Off (print name and position)	Reason for Sign Off (please indicate which reason/s from list (i) to (vi) above)
02/10/2017	Clare Scott	(i), (ii), (iv), (v)