

# Appendix 1 Integrated Impact Assessment

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## Summary Report Template

Each of the numbered sections below must be completed

Interim report		Final report	x
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### 1. Title of proposal

Cumulative Integrated Impact Assessment on Budget Proposals 2021/22

### 2. What will change as a result of this proposal?

The revenue savings proposals aim to provide efficiencies and savings and allow the Council to continue to meet its statutory responsibilities, thereby maximising the level of investment available for priority services.

### 3. Briefly describe public involvement in this proposal to date and planned

Due to the essential restrictions to limit the spread of Covid-19, the Council's options for engaging with residents on the budget during 2020 were severely limited. Unlike in previous years, there was no potential for face-to-face engagement, therefore all engagement was online. This approach identified that a minority of Edinburgh residents who are not online (generally older people and those on lower incomes) would be less likely to be able to participate in this engagement. In order to mitigate this impact, Strategy and Communications included findings and insights from other areas of work including, the Capital Residents Survey, the Edinburgh Poverty Commission and the 2019 Budget Engagement.

The online survey was promoted through Council Social media channels, the consultation hub and was sent to community councils, tenants and resident associations, Council partners, member of the Equality and Rights Network, and to parents (through School newsletters).

Each directorate also has a number of relevant and recently conducted service specific consultations to draw on and the Council has a robust managing change policy that is followed internally.

### 4. Is the proposal considered strategic under the [Fairer Scotland Duty](#)?

The overall Revenue Budget Framework is considered strategic under the Fairer Scotland Duty, insofar as individual budget proposals may be found to have a cumulative socio-economic impact. Socio-economic impacts are considered in each IIA.

5. **Date of IIA** 20 and 27 January 2021

6. **Who was present at the IIA? Identify facilitator, Lead Officer, report writer and any partnership representative present and main stakeholder (e.g. NHS, Council)**

<b>Name</b>	<b>Job Title</b>	<b>Date of IIA training</b>
Ruth Baxendale	Senior Policy and Insight Officer	IIA trainer
Sarah Bryson (20/1/21)	Planning and Commissioning Officer	IIA trainer
Gareth Dixon	Senior Policy and Insight Officer	17 December 2019
Ciaran McDonald (20/1/21)	Senior Policy and Insight Officer	17 December 2019
Fraser Rowson	Principal Accountant – Corporate Accounts, Resources	5 September 2018 and 23 January 2019
Fiona McLeod	Senior Policy and Insight Officer	
Emma Baker	Change Manager	

7. **Evidence available at the time of the IIA**

<b>Evidence</b>	<b>Available – detail source</b>	<b>Comments: what does the evidence tell you with regard to different groups who may be affected?</b>
Data on populations in need		N/A for cumulative IIA. The purpose of the cumulative IIA is to consider whether any impacts arise as a result of the <i>cumulative effect</i> of smaller impacts identified within individual IIAs. These individual IIAs have considered the appropriate evidence in relation to the corresponding budget proposal.
Data on service uptake/access		As above - N/A for cumulative IIA
Data on socio-economic disadvantage e.g. low income, low wealth, material deprivation, area deprivation.		As above - N/A for cumulative IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
Data on equality outcomes		As above - N/A for cumulative IIA
Research/literature evidence		As above - N/A for cumulative IIA
Public/patient/client experience information		As above - N/A for cumulative IIA
Evidence of inclusive engagement of people who use the service and involvement findings	Yes – the budget engagement process and wider consultation evidence	<p>Budget Insights 2020 reported to Finance and Resources Committee 2 February 2021 identified the following services most appreciated by residents during the pandemic:</p> <ul style="list-style-type: none"> <li>• Keeping essential services running</li> <li>• Refuse collection</li> <li>• Schools</li> <li>• Communications</li> <li>• Suspend parking charges</li> </ul> <p>The services most missed by residents during the pandemic:</p> <ul style="list-style-type: none"> <li>• Gyms/pools/leisure centres</li> <li>• Libraries</li> <li>• Recycling centres</li> <li>• Social care (disabilities, dementia)</li> <li>• Garden waste</li> </ul> <p>Priorities identified included:</p> <p>The provision of schools and nurseries;</p> <p>The provision of support and services to people experiencing homelessness, living in poverty, or without working from home options during the pandemic.</p> <p>Helping local businesses to recover and helping new businesses</p> <p>Residents were supportive of measures to help meet the Council's 2030 Net Zero target, including more microgeneration and a reduction of vehicles in the city.</p>

<b>Evidence</b>	<b>Available – detail source</b>	<b>Comments: what does the evidence tell you with regard to different groups who may be affected?</b>
Evidence of unmet need		As above - N/A for cumulative IIA
Good practice guidelines		The Council's Consultation framework
Carbon emissions generated/reduced data		As above - N/A for cumulative IIA
Environmental data		As above - N/A for cumulative IIA
Risk from cumulative impacts		Information on the impacts identified for each proposal provided by respective budget proposal lead officers have been used to undertake this cumulative impact assessment.
Other (please specify)		As above - N/A for cumulative IIA
Additional evidence required		As above - N/A for cumulative IIA

All evidence and data relevant to specific budget proposals are listed in corresponding IIAs. All budget proposal IIAs received were used as the basis for this Cumulative Integrated Impact Assessment.

The team received four IIAs.

- Rental of Council Assets for 5G Nodes
- Digital Print, Mail and Scanning Strategy
- Parking Action Plan: the introduction of Sunday parking controls
- Garden Waste Collection Service – Full Cost Recovery

**8. In summary, what impacts were identified, and which groups will they affect?**

<b>Equality, Health and Wellbeing and Human Rights</b>	<b>Affected populations</b>
<b>Positive</b>	
The Council proposals seek to ensure as far as possible that all citizens can positively benefit from change proposals,	

<p>This is based on the premise that change can mean different provision rather than less provision and that reconfiguring services is one way in which the Council can see to protect front line capacity.</p>	
<p>Specific groups where a positive impact was identified include people with disabilities and older people:</p> <ul style="list-style-type: none"> <li>• The introduction of Sunday parking controls will enhance access for people with disabilities as this will improve their parking opportunities over general traffic. There will also be benefits for people with disabilities and older people who rely on public transport, as parking restrictions on main routes will reduce delays and improve reliability of public transport.</li> <li>• The Garden Waste Collection Service offers a flexible registration system to allow people to register for those who are unable access the system themselves</li> <li>• People on low income will benefit from the exemption scheme for the Garden Waste Collection Service. Edinburgh is currently the only Scottish Council with a chargeable service which operates an exemption scheme.</li> </ul> <p>There was a cumulative benefit of increased health and wellbeing identified for people with chronic health conditions, all residents and staff as follows:</p> <ul style="list-style-type: none"> <li>• the introduction of Sunday parking controls will encourage more use of public transport and reduce the attractiveness of car travel to the city centre. Conditions will be enhanced for pedestrians, cyclists and public transport users.</li> <li>• The digital print, mail and scanning strategy will improve the physical wellbeing of staff by reduced heavy lifting</li> </ul> <p>The proposal to rent Council assets to support the rollout of a 5G network will improve access to connectivity, increase digital participation.</p>	<p>People with disabilities and older people Disabled persons' blue badge holders Disabled National Entitlement Card holders and older people with mobility impairment</p> <p>People with disabilities</p> <p>People with low income or material wealth</p> <p>People with chronic health conditions and all residents</p> <p>Business Support and staff service users</p> <p>All citizens, businesses and visitors to the geographical areas covered</p>

<b>Negative</b>	
<p>Specific groups where a potential negative impact was identified included older people and people with disabilities:</p> <ul style="list-style-type: none"> <li>the introduction of Sunday parking controls may discourage people visiting friends, relatives or attending Sunday services and subsequent social activities within the controlled parking zone or incur an additional charge to their journey. This could result in affected groups becoming isolated and reduce social activity.</li> <li>some people may experience challenges in using digital or online systems, however, as identified above, this service offers a flexible registration system to allow people to register for those who are unable access the system themselves</li> </ul> <p>People who don't have digital access will not benefit directly by the proposal to rent Council assets to support the rollout of a 5G network but ongoing work to mitigate against this is taking place by programmes such as Connecting Scotland and Empowered Learning</p>	<p>Older people and people in the middle years and/or those with mobility impairments who do not qualify for a disabled blue badge. People with religious beliefs</p> <p>People with disabilities</p> <p>All citizens, businesses and visitors to the geographical areas covered</p>

<b>Environment and Sustainability including climate change emissions and impacts</b>	<b>Affected areas</b>
<p><b>Positive</b></p> <p>Positive impacts were identified to reduce carbon emissions and improve air quality:</p> <ul style="list-style-type: none"> <li>The digital print, mail and scanning strategy development will result in less vehicle journeys and less waste by promoting the retention of documents electronically rather than paper format</li> <li>Active travel and use of public transport will be encouraged by removing free parking opportunities on Sundays</li> <li>The introduction of the charge for Garden Waste Collection service has led to a reduction in tonnages of contaminated garden waste being collected and allowed the Council to continue providing the service and increase the collection frequency.</li> </ul>	<p>Transport / Waste</p>

<p>The proposal to rent Council assets to support the rollout of a 5G network will support environmental monitoring through improved sensor technology</p>	
<p><b>Negative</b></p>	
<p>There following impacts were identified:</p> <ul style="list-style-type: none"> <li>the introduction of Sunday Parking controls could lead to the displacement of parking into nearby unrestricted streets</li> <li>the increased garden waste charge could reduce participation in service uptake. To date it is not possible to say if this has happened as there was a service suspension in 2020 due to Covid-19.</li> </ul>	<p>Transport / Waste</p>

<p><b>Economic including socio-economic disadvantage</b></p>	<p><b>Affected populations</b></p>
<p><b>Positive</b></p>	
<p>The cumulative impact of a number of proposals would create a net revenue gain to the Council to offset savings requirements and be reinvested in services:</p> <ul style="list-style-type: none"> <li>rental of Council assets to support the rollout of a 5G network to improve 5G connectivity</li> <li>reduced costs associated with transport, postage, paper, copier use and storage of documents by switching to digital print, mail and scanning strategy development.</li> <li>additional income through introduction of Sunday parking controls.</li> <li>additional income with an increase to garden waste collections fee</li> </ul> <p>All residents can expect to benefit from an investment in Council priorities.</p> <ul style="list-style-type: none"> <li>Groups of people vulnerable to falling into poverty eg on low income will benefit from the exemption scheme for garden waste collection service.</li> </ul> <p>the introduction of Sunday parking controls will reduce inconsiderate parking, which causes delays to public transport, and improve road safety for pedestrians and cyclists and in particular will benefit those lower incomes or NEC holders who may rely entirely on active travel and public transport.</p>	<p>All</p> <p>Older people, people with disabilities,</p> <p>People on low income,</p>

Negative	
<p>The introduction of Sunday parking controls will incur additional costs for visitors and residents, social or community groups. Carers would also be negatively impacted but this would be mitigated by introducing visitors' permits, in addition, Healthcare workers' Permits are also available.</p>	<p>People on low-incomes, unemployed, people on benefits. Vulnerable families, looked after children and young people. Carers.</p>
<p>The charge for the Garden Waste Collection Service may discourage people from using the service but those on low income will benefit from the exemption scheme.</p>	<p>People with low income or material wealth</p>
<p>As stated previously, people who don't have digital access will not benefit directly by the proposal to rent Council assets to support the rollout of a 5G network but ongoing work to mitigate against this is taking place by programmes such as Connecting Scotland and Empowered Learning</p>	<p>All citizens, businesses and visitors to the geographical areas covered.</p>

**9. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so, how will equality, human rights including children's rights, environmental and sustainability issues be addressed?**

**Rental of Council Assets for 5G Nodes** - The installation of nodes will be carried out by 3rd party Telecoms providers. Their work is governed by the Electronics Communications Code which is regulated nationally by Ofcom. Any issues not addressed by the installation companies can be addressed through Ofcom.

**Digital Print, Mail and Scanning Strategy Development** - Royal Mail has been contracted, through a Scottish Government framework, to fulfil the printing and mailing of documents submitted through the 'hybrid' mail solution. Commitments and compliance with equality, human rights, environmental and sustainability issues formed part of the specification, tender evaluation and subsequent contract management undertaken by the Scottish Government in the award and operation of this framework contract. Similarly, the Council is in the process of tender award to a supplier (TBC) for copier machines again through a Scottish Government framework where the same requirements are expected.

**Parking Action Plan: the introduction of Sunday parking controls** - The enforcement of parking regulations is undertaken by a private contractor, who was appointed following a successful competitive tender process and was subject to an Equalities and Rights Impact Assessment. No negative equality, human rights including children's rights, environmental or sustainability rights impacts have been identified as a result of any work being carried out by a contractor in regards to this proposal.



**Garden Waste Collection Service – Full Cost Recovery** - Part of the service is delivered by Tiphereth who specifically work with vulnerable young people:  
www.tiphereth.org.uk

**10. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.**

Changes will be communicated by the service affected using methods that are considered appropriate to the range of audiences. The Edinburgh (City of Edinburgh Council and Health and Social Care Partnership) British Sign Language (BSL) plan demonstrates commitment to improve services for BSL users with actions across a range of themes and services. The Council’s Interpretation and Translation Service is also available for those who require materials in different languages.

**11. Is the policy likely to result in significant environmental effects, either positive or negative?** If yes, it is likely that a [Strategic Environmental Assessment](#) (SEA) will be required and the impacts identified in the IIA should be included in this.

No proposals were identified as requiring a SEA

**12. Additional Information and Evidence Required**

**If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.**

IAs for proposals that may be at a formative stage at this point will need to be reviewed in due course on an ongoing basis. Ongoing efficiency work across the Council will also be cognisant of impact on equalities, sustainability and economy.

**13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) Please complete:**

<b>Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)</b>	<b>Who will take them forward (name and job title)</b>	<b>Deadline for progressing</b>	<b>Review date</b>
Consideration should be given as to how these proposals, their impact, and the cumulative impact, relate to proposals presented by the Integration Joint Board	Elected Members	Ongoing	In line with IJB strategic plan timelines

<b>Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)</b>	<b>Who will take them forward (name and job title)</b>	<b>Deadline for progressing</b>	<b>Review date</b>
Elected members should consider the results of the budget proposal IIAs, including this cumulative IIA.	Elected Members	February 2021	Ongoing
Implementation of the Poverty Commission Proposals will mitigate against some negative impact on people who are experiencing poverty and positively contribute to addressing poverty in the city	Elected Members and Corporate Leadership Team	Ongoing	Ongoing
The three-year Council Business Plan: Our Future Council, Our Future City has three priorities; ending poverty, becoming a sustainable and net zero city and ensuring wellbeing and equalities are enhanced for all. Implementation of this plan will ensure mitigating actions are taken against any negative impacts arising from implementation of the budget proposals. The Change Team will endeavour to ensure equalities is mainstreamed throughout the plan's development, and during implementation, in order to mitigate against any negative impacts identified in this cumulative IIA.	The Change Team	2021-2024	Ongoing
Relevant lead officers for budget proposals should progress any specific actions in individual proposals to mitigate against negative impacts, continue to update their IIAs after further consultation and develop communications plans as appropriate	Relevant lead officers for budget proposals	ongoing	January 2022

- 14. Are there any negative impacts in section 8 for which there are no identified mitigating actions? No**
- 15. How will you monitor how this proposal affects different groups, including people with protected characteristics?**

All relevant service areas should put in place appropriate monitoring for implementation of relevant proposals. This should include how the proposals are affecting different groups who share protected characteristics.

**16. Sign off by Head of Service**

**Name Paula McLeay**

**Date February 2021**

**17. Publication**

Completed and signed IIAs should be sent to [strategyandbusinessplanning@edinburgh.gov.uk](mailto:strategyandbusinessplanning@edinburgh.gov.uk) to be published on the IIA directory on the Council website [www.edinburgh.gov.uk/impactassessments](http://www.edinburgh.gov.uk/impactassessments)