

## EQUALITY IMPACT ASSESSMENT (EQIA): SCREENING FORM

Introduction to the EQIA screening process

A successful EQIA screening will look at 5 key areas:

1. **Identify the Policy, Project, Service Reform or Budget Option to be assessed**

A clear definition of what is being screened and its aims

2. **Gathering Evidence & Stakeholder Engagement**

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups)

3. **Assessment & Differential Impacts**

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level

4. **Outcomes, Action & Public Reporting**

Develop an action plan to make changes where a negative impact has been assessed. Ensure that both the assessment outcomes and the actions taken to address negative impacts are publically reported

5. **Monitoring, Evaluation & Review**

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

**1. IDENTIFY THE POLICY, PROJECT, SERVICE REFORM OR BUDGET OPTION:**

a) Name of the Policy, Project, Service Reform or Budget Option to be screened

Digital Glasgow Strategy 2018-2023

b) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

The Strategy emphasises the impact that digital has already had on global economies and everyday life. It stresses that the rate of change is exponential and that with new technologies such as artificial intelligence and the “Internet of Things” we are entering a new era for digital, one that is predicted to have a transformational effect, and will have an impact at an unprecedented pace.

The term “The Fourth Industrial Revolution” is increasingly being used to describe this new era (the first three being “mechanical”, “electrical”, and “computer” industrial revolutions) and so the Strategy frames the context for engaging in a “digital revolution” that presents both opportunities and challenges to Glasgow.

In terms of opportunity, the new digital era provides opportunity to:

- Deliver economic growth for the city,
- Improve quality of life,
- Improve the environment,
- Transform public services by:
  - Making it easier to interact with public services
  - Re-designing services around the citizen,
  - Improving partnership working,
  - Enabling early intervention and prevention.
  - Enabling better outcomes

In terms of the challenges however, the Strategy recognises that:

- Not having access to digital technology and/or not having the essential skills to make use of it has the potential to exclude people from financial, health and wellbeing, and learning opportunities.
- Global technology businesses are disrupting global markets, and challenging existing business models. We have seen this in media and retail, and it's likely that other sectors will see similar "digital disruption",
- Increased levels of automation from new digital technology is predicted to shape the future of work.

The Strategy sets out two strategic goals to both embrace the opportunities of the digital revolution, and to improve the city's resilience to the challenges that all cities like Glasgow will face;

The first goal of the Strategy is an economic goal:

***"We want businesses across all of our sectors to realise the potential that digital provides, to stimulate innovation, and to establish Glasgow's tech sector as a top 20 global digital economy"***

The second goal of the Strategy is more focused on public services but recognises that there will be mutual opportunities for businesses to help to drive the innovation that we need to deliver future digital public services.

***"We want Glasgow to be recognised as one of the most pioneering and innovative smart cities in the world, and we want to apply this innovation to transforming our public services."***

The Strategy sets out action plans that underpin these two goals.

For the **digital economy**, the Strategy provides action plans for:

- Digital Business
- Digital Skills and Employment
- Digital Inclusion and Participation
- Digital Connectivity

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For digital public services, the Strategy provides action plans for:

- Digital and Smart Services
- Digital Community Engagement and Empowerment
- Digital Leadership
- Digital Foundations

c) Name of officer completing assessment (signed and date)

Dr Colin Birchenall

d) Assessment Verified by (signed and date)

Kevin Rush

## 2. GATHERING EVIDENCE & STAKEHOLDER ENGAGEMENT

The best approach to find out if a policy, etc is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those groups. You should list below any data, consultations (previous relevant or future planned), or any relevant research or analysis that supports the Policy, Project, Service Reform or Budget Option being undertaken.

Please name any research, data, consultation or studies referred to for this assessment:	Please state if this reference refers to one or more of the protected characteristics: <ul style="list-style-type: none"> <li>➤ disability,</li> <li>➤ race and/or ethnicity,</li> <li>➤ religion or belief (including lack of belief),</li> <li>➤ gender,</li> <li>➤ gender reassignment,</li> <li>➤ sexual orientation</li> <li>➤ marriage and civil partnership,</li> <li>➤ pregnancy and maternity,</li> </ul>	Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.
People Know How: <b>“Digital Participation and Disability”</b> , 2017  <a href="http://peopleknowhow.org/wp-content/uploads/2017/12/Digital-participation-and-disability-final.pdf">http://peopleknowhow.org/wp-content/uploads/2017/12/Digital-participation-and-disability-final.pdf</a>	Disability	
Citizens Advice Bureau <b>“Disconnected: Understanding Digital Inclusion and Improving Access”</b> , 2018	Poverty/Low Income	

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<a href="https://www.cas.org.uk/system/files/publications/cas_disconnected_report.pdf">https://www.cas.org.uk/system/files/publications/cas_disconnected_report.pdf</a>		
<p>Carnegie UK “<b>Digital Participation and Social Justice in Scotland</b>”, 2016</p> <p><a href="https://d1ssu070pg2v9i.cloudfront.net/pex/carnegie_uk_trust/2016/09/v3-2697-CUKT-Digital-Participation-summary.pdf">https://d1ssu070pg2v9i.cloudfront.net/pex/carnegie_uk_trust/2016/09/v3-2697-CUKT-Digital-Participation-summary.pdf</a></p>	<p>Poverty/Low Income</p>	
<p>Centre for Social Justice, “<b>Social Justice in the Digital Age</b>”, 2017</p> <p><a href="https://www.centreforsocialjustice.org.uk/core/wp-content/uploads/2017/09/CSJ_Digital_inclusion.pdf">https://www.centreforsocialjustice.org.uk/core/wp-content/uploads/2017/09/CSJ_Digital_inclusion.pdf</a></p>	<p>Poverty/Low Income</p>	
<p>Ofcom: “<b>Access and Inclusion in 2016</b>”</p> <p><a href="https://www.ofcom.org.uk/_data/assets/pdf_file/0030/98508/access-inclusion-report-2016.pdf">https://www.ofcom.org.uk/_data/assets/pdf_file/0030/98508/access-inclusion-report-2016.pdf</a></p>	<p>Disability, Older People</p>	
<p>Gov.UK: “<b>Making Your Service Accessible: An Introduction</b>”</p> <p><a href="https://www.gov.uk/service-manual/helping-people-to-use-your-service/making-your-service-accessible-an-introduction">https://www.gov.uk/service-manual/helping-people-to-use-your-service/making-your-service-accessible-an-introduction</a></p>	<p>Disability, Older People</p>	
<p>Telecare Services Association (TSA): “<b>A Digital Future for Technology Enabled Care</b>”</p> <p><a href="https://www.tsa-voice.org.uk/sites/default/files/TSA301664%20Whitepaper_Oct17%20120917_ONLINE%20VERSION%20ONLY_0.pdf">https://www.tsa-voice.org.uk/sites/default/files/TSA301664%20Whitepaper_Oct17%20120917_ONLINE%20VERSION%20ONLY_0.pdf</a></p>	<p>Disability, Older People</p>	

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<p>Glasgow City Council “<b>Digital Glasgow Strategy</b>”</p> <p><a href="https://www.glasgow.gov.uk/councillorsandcommittees/viewDoc.asp?c=P62AFQDN2UUTDNUT81">https://www.glasgow.gov.uk/councillorsandcommittees/viewDoc.asp?c=P62AFQDN2UUTDNUT81</a></p>	<p>Disability, Older People</p>	<p>The action plans contained within the Digital Glasgow Strategy will be delivered in a consultative manner. The Action Plans for Digital Inclusion and Participation and Digital Customer Experience will both include consultation opportunities that can be used to gather additional evidence during the implementation phase.</p>
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### 3. ASSESSMENT & DIFFERENTIAL IMPACTS

Use the table below to provide some **narrative** where you think the **Policy, Project, Service Reform or Budget Option** has either a positive impact (contributes to promoting equality or improving relations within an equality group) or a negative impact (could disadvantage them) and note the reason for the change in policy or the reason for policy development, based on the evidence you have collated.

Protected Characteristic	Specific Characteristics	Positive Impact – it could benefit an equality group	Good Practice/ Promotes Equality or improved relations	Negative Impact – it could disadvantage an equality group	Reason for Change in Policy or Policy Development
<b>SEX/ GENDER</b>	Women		The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.		
	Men				
	Transgender				
<b>RACE*</b>	White		The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.	Potential disadvantage to those who English is not their first language or to anyone who cannot read or write in English.	The Digital Leadership action plan contained within the Digital Glasgow Strategy includes an action to embed new approaches for designing new digital services which provides opportunities to consult with people for whom English isn't their first language.
<i>Further information on the breakdown below each of these headings, as per census, is available <a href="#">here</a>.</i>  <i>For example Asian includes Chinese, Pakistani and Indian etc</i>	Mixed or Multiple Ethnic Groups				
	Asian				
	African				
	Caribbean or Black				
Other Ethnic Group					



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<b>DISABILITY</b>	Physical disability	<p>The Digital Health and Care Action Plan contains actions to use assistive technologies/digital telecare to help people to live independently.</p> <p>The Strategy includes actions to embed new approaches to undertaking user research and service design for implementing new digital services which provides opportunities for people disabilities to be consulted in the design of new digital services.</p>	<p>The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.</p>			
<i>A definition of disability under the Equality Act 2010 is available <a href="#">here</a>.</i>	Sensory Impairment (sight, hearing, )				Potential disadvantage to blind or partially sighted people who would require assistance completing online forms	<p>The Digital Leadership action plan contained within the Digital Glasgow Strategy includes an action to embed new approaches for designing new digital services which provides opportunities to consult blind and partially sighted people in the design of new services and will mandate web accessibility standards</p>
	Mental Health					
	Learning Disability					
<b>LGBT</b>	Lesbians		<p>The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.</p>			
	Gay Men					
	Bisexual					

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<b>AGE</b>	Older People (60 +)	The Digital Health and Care Action Plan contains actions to use assistive technologies/digital telecare to help people to live independently.	The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.	The data contained within the Ofcom report highlights that (at a national level) access to fixed broadband reduces an overall average 81% across the whole population to 72% for the 65-75 age group and 42% for over 75. Similarly access to a mobile phone declines from the average of 92% overall to 85% for the 65-75 age group and to 59% for over 75.	
	Younger People (16-25)				
		Children (0-16)	The Digital Learning and Teaching Strategy includes actions to provide access to iPads to all school children which can help to improve digital literacy.		
<b>MARRIAGE &amp; CIVIL PARTNERSHIP</b>	Women		The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.		
	Men				
	Lesbians				
	Gay Men				

## EQIA Screening Form

<b>PREGNANCY &amp; MATERNITY</b>	Women		The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.		
<b>RELIGION &amp; BELIEF**</b> A list of religions used in the census is available <a href="#">here</a> .	See note		The Digital Inclusion and Participation Action Plan contained within the Digital Glasgow Strategy includes actions to improve access to accessible essential digital skills to improve social, economic and civic participation.		

\* For reasons of brevity race is not an exhaustive list, and therefore please feel free to augment the list above where appropriate; to reflect the complexity of other racial identities.

\*\* There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions used in the census is available [here](#).

## 4. OUTCOMES, ACTION &amp; PUBLIC REPORTING

## SCREENING ASSESSMENT OUTCOME ACTIONS

Screening Outcome	Yes /No Or /Not At This Stage	Further Action Required/ Action To Be Undertaken	Lead Officer and/or Lead Strategic Group	Timescale for Resolution of Negative Impact/ Delivery of Positive Impact
Was a significant level of negative impact arising from the project, policy or strategy identified?	Not At This Stage			
Does the project, policy or strategy require to be amended to have a positive impact?	Not at this Stage			
Does a Full Impact Assessment need to be undertaken?	Not At This Stage			
If none of the above is required, please recommend the <b>next steps</b> to be taken.  (i.e. is there a strategic group that can monitor any future impacts as part of implementation?)		Further (detailed) screening and (if necessary), full EQIAs will be undertaken for each of the eight work-streams within the Strategy during the Programme Initiation Phase when the scope and definition of the projects are more defined.  All projects within the Digital Glasgow Programme will be monitored by the Digital Glasgow Board as part of	Colin Birchenall  Digital Glasgow Board	One Year

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		the standard terms of reference for the board.  Progress will be reported from the Digital Glasgow Board to the City Administration Committee		
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### PUBLIC REPORTING OF SCREENING ASSESSMENT

All completed EQIA Screenings are required to be publically available on the Council website once they have been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. (See EQIA Guidance: Pgs. 11-12)

### 5. MONITORING OUTCOMES, EVALUATION & REVIEW

The Equalities Impact Assessment (EQIA) screening is not an end in itself but the start of a continuous monitoring and review process. The relevant Strategic, Policy, or Operational Group responsible for the delivery of the Policy, Project, Service Reform or Budget Option, is also responsible for monitoring and reviewing the EQIA Screening and any actions that may have been take to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from **Corporate Strategic Policy and Planning** will be available to provide support and guidance.

### Legislation

#### **Equality Act (2010) - the Equality Act 2010 (Specific Duties) Scotland Regulations 2012**

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of:

- race
- sex
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law)
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- having just had a baby or being pregnant
- being married or in a civil partnership, and
- age.

Further information: [Equality Act Guidance](#)

As noted the Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. In addition the **Specific Duties (Scotland Regulations 2012)** require local authorities to do the following to enable better performance of the general equality duty:

- report progress on mainstreaming the general equality duty
- publish equality outcomes and report progress in meeting those
- impact assess new or revised policies and practices as well as making arrangements to review existing policies and practices gather, use and publish employee information
- publish gender pay gap information and an equal pay statement
- consider adding equality award criteria and contract conditions in public procurement exercises.

Further information: [Understanding Scottish Specific Public Sector Equality Duties](#)

### Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.