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|------------------------------|--|---|--------------------------------|
| * Name of proposal/policy | I.T. equipment reduction – Next Generation Council | * Budget number | 16-006-09 |
| * Service area responsible | I.T. | * Cabinet meeting date | 14 th February 2017 |
| * Name of completing officer | Michael Inns | * Approved by Director / Assistant Director | Ian Farrer |
| * Version | 1.0 | * Date | 3 rd February 2017 |

PART A

| * Section 1a: Description of proposal under consideration/development | * Section 1b: Is this new or existing? Does it link to current provision? |
|--|---|
| The expenditure originally budgeted for I.T. expenditure is to be reduced by £80k for 2017-18 based on ceasing the support contracts of several small contractors and bringing the work in-house at a cost saving. | Reduction in budget of current provision. |

| * Section 2: How does this align with the Council Plan/ corporate priorities/ partnership strategies and plans/ Next Generation Council? | |
|--|---|
| Delivers increased wellbeing and/or safeguarding by ensuring that... | ✓ |
| People of all ages are safe, protected from harm and able to live happy, healthy and independent lives in our communities | |
| People have the information and support they need to make healthy choices and achieve wellbeing | |
| People achieve economic prosperity, in a healthy, low carbon economy which gives access to jobs, training and skills development | |
| Communities thrive in a pleasant and resilient environment, with robust transport and communications infrastructure | |
| Resources are utilised effectively and efficiently, in coordination with partners and providers | ✓ |

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| Does it align with any NCC/ partnership strategies and plans? (if so, please list below) | |
| N/A | |
| Does it support the transformation into a Next Generation Council? (if so, please explain below) | |
| Yes. I.T. is an integral part of the transformation into a next generation model to allow more flexible working. | |

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| * Section 3: If this relates to a statutory duty, please give details of the relevant legislation below: |
| No |

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| Section 4: Have other alternatives been considered? |
| Reviewed as part of the budget process |

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| * Section 5: Financial / resource implications |
| a) Costs (e.g. invest to save) £Nil |
| b) Staffing implications None |
| c) Savings £80,000 |

Section 6: Has a similar initiative/proposal been implemented elsewhere? What were the benefits or risks? Are there lessons that can be learned?
 No

THIS SECTION HAS REPLACED THE EQUALITY IMPACT ASSESSMENT FORM AND MUST BE COMPLETED TO DEMONSTRATE COMPLIANCE WITH THE EQUALITY DUTY

*** Section 7: Who will be affected by this proposal? (this may be service user data, or be based on a particular geographical area or more general population data depending on the proposal) Include demographic information where this is available e.g. breakdown by gender, age, ethnicity, disability etc. BIPI can support with the provision of data. You may include staff, partner organisations and any other stakeholders who might be affected by the proposal.**

| Data Source (include link where published) and summary of what it tells us for example "X number of people use this service, X are male, Y are female etc" | Why is this relevant to the proposal? |
|--|---------------------------------------|
| N/A | |

*** Section 8: Based on the above information, will this proposal have an impact on the following? ✓ the relevant box for each line and then expand on the reasons why in Section 9**

| | Positive | Negative | Neutral | Unsure |
|---|----------|----------|---------|--------|
| Age | | | ✓ | |
| Disability | | | ✓ | |
| Gender reassignment | | | ✓ | |
| Marriage and civil partnership | | | ✓ | |
| Pregnancy and Maternity | | | ✓ | |
| Race | | | ✓ | |
| Religion or Belief (or No Belief) | | | ✓ | |
| Sex | | | ✓ | |

| | | | | |
|------------------------------------|--|--|---|--|
| Sexual orientation | | | ✓ | |
|------------------------------------|--|--|---|--|

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| * Section 9: Initial impact | |
| * Section 9a: From your analysis in section 8 above, please explain the positive implications | |
| N/A | |
| * Section 9b: From your analysis in section 8 above, please explain why you have assessed the impact as neutral | |
| Relates to the purchase of IT equipment for NCC staff, and the saving generated by bringing some work in-house. | |
| * Section 9b: From your analysis above, please explain the negative implications | * Section 9c: What actions have you identified to mitigate any negative implications? |
| N/A | N/A |
| * Section 9d: From your analysis above, please explain the areas where you are unsure of the impact | * Section 9e: What actions have you identified to fill gaps in information? |
| N/A | N/A |

| | | |
|---|--------|---|
| * Section 10: Internal considerations: are there any implications for the following? | | |
| | ✓ or X | If there are any implications, please explain them here and identify any actions you may need to take as a result |
| Staff | | |
| Financial (NCC) | | |
| Legal | | |
| NCC Policy | | |
| Performance | | |
| Data quality / information security | | |
| IT | ✓ | See above for in-house solution to supporting some elements |

| | | |
|---|--|--|
| Strategic assets | | |
| LGSS / federated bodies | | |
| Procurement | | |
| Project support | | |
| Other (if appropriate) | | |

| * Section 11: External considerations: are there any implications for the following? | | |
|---|--------|---|
| | ✓ or X | If there are any implications, please explain them here and identify any actions you may need to take as a result |
| Community impact | | |
| Impact on the consumer (e.g. communication needs, access, rurality, complaints) | | |
| Reputation | | |
| Political | | |
| Partners | | |
| Human Rights | | |
| Health impact – individual | | |
| Health impact – wider community | | |
| Economic impact - individual | | |
| Economic impact – wider community | | |
| Community Safety impact | | |

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|--|--|--|
| Environmental impact | | |
| Consultation | | |
| Other (if appropriate) | | |

Based on the impacts and considerations above, please identify the RAG status

| RAG Status | Overall RAG | Time | Proposal Delivery | Cash Saving | Risk | Issue | Dependency |
|------------|-------------|-------|-------------------|-------------|-------|-------|------------|
| | Green | Green | Green | Green | Green | Green | Green |

| * Section 12a: What are the risks associated with NOT implementing the proposal? (tick if applicable) | ✓ | * Section 12b: What actions have you identified to mitigate the risks? Will anything in the current arrangements need to be changed to acknowledge this risk? Is implementing the proposal the only way to mitigate the risks? |
|---|---|--|
| Non-compliance with legislation or NCC policy | | N/A |
| Financial | | N/A |
| Change in performance/ data quality/ information security | | N/A |
| Reputational/ Political | | N/A |
| Increase in complaints and/ or legal challenge | | N/A |
| Other | | N/A |

| * Section 13: Budget Delivery Programme Highlight Report information – total amount allocated to savings proposal 2017-18 through to 2020-2021; profiled budget; 2017-18 action plan extended savings narrative; cost code information | |
|--|-----------|
| Total amount allocated to savings proposal 2017-18 | |
| 2017-18 (£000) | 80 |

| Impact of saving within the budget profile | | | |
|--|----|----|----|
| Q1 | Q2 | Q3 | Q4 |
| 20 | 20 | 20 | 20 |

| | Milestone | Owner | By when |
|---|---------------------------|------------|---------------|
| 1 | Cancellation of contracts | Ian Farrer | 30 April 2017 |

| | |
|-----------|--|
| Cost code | |
|-----------|--|

*** Section 14: Do you need to undertake further work (e.g. consultation, further proposal development, further equality analysis) based on the impact and actions identified above? If yes, set this out below and then carry out the work and complete Part B:**

N/A

PART B

Section 15: Consultation, follow up data and information gathered from actions identified above

| | What does this information tell us? |
|-----|-------------------------------------|
| N/A | |

Section 16: Final impact analysis (taking the findings from Part B into account) – including review date if required

The final impact has been assessed as neutral.