

**DUNDEE CITY COUNCIL**  
**Equality and Diversity Rapid Impact Assessment Tool**

**Part 1**

|   |   |
|---|---|
| Date of assessment <b>19 July 2010</b>  | Title of document being assessed<br><b>REVENUE BUDGET 2011 - 2014 : SAVINGS PROPOSALS -<br/>         Restructure of MIS/ICT Support</b>                           |
| This is a new policy, procedure, strategy or practice being assessed (If yes please tick box)<br><input type="checkbox"/>   | This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input checked="" type="checkbox"/>                          |
| Please give a brief description of the policy, procedure, strategy or practice being assessed.  | The ICT Support Section/MIS Support provides training for teachers on the use of ICT and MIS in schools.  |
| What is the intended outcome of this policy, procedure, strategy or practice?   | To ensure that ICT/MIS is utilized effectively by staff for the benefit of pupils and to ensure the best value in terms of the usage of the ICT infrastructure    |
| Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.  | CFE documentation including BTC 1-5.  |
| Has any consultation or involvement with protected communities informed this assessment? If yes, please give details.   | Discussion has taken place with school management and the ICT/MIS Support staff involved. Discussions have also taken place with management in DCC IT Department. |
| Please give details of council officer involvement in this assessment.<br><i>(e.g. names of officers consulted, dates of meetings etc)</i>  | Jim Collins, Janet Robertson, Paul Clancy   |
| Is there a need to collect further evidence or to involve or consult protected communities?<br><i>(Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)</i> | There needs to be further discussions with schools ,the ICT Education Support Officers and MIS Staff.   |

**Part 2**

**Which groups of the population will be positively or negatively affected by this policy, procedure or strategy?**

|  | Positively               | Negatively               | No Impact                           | Not Known                |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|
| Ethnic Minority Communities including Gypsies and Travellers | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Gender   | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Transgender  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Religion or Belief   | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| People with a disability                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Age  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Lesbian, Gay and Bisexual                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Socio-economic   | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Pregnancy & Maternity  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Other (please state)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |

**Part 3**

**Equality and Diversity Rapid Impact Assessment**

|  |   |
|--|---|
| <p>a) Have any positive impacts been identified?<br/><i>(We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</i></p>   | <p>If yes please give further details<br/>None identified</p> |
| <p>b) Have any negative impacts been identified?<br/><i>(Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departments Equality Champion.)</i></p>  | <p>If yes please give further details<br/>None identified</p> |
| <p>c) What action is proposed to overcome any negative impacts?</p>  | <p>Please give further details<br/>N/A</p>                    |
| <p>d) Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?<br/><i>(If the policy that shows actual or potential unlawful discrimination you must seek legal advice)</i></p> | <p>If yes please give further details<br/>N/A</p>             |
| <p>e) Has a Full Equality Impact Assessment been recommended?<br/><i>(If the policy is a major one or is likely to have a major impact on protected communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality Champion.</i></p>               | <p>If yes please give further details<br/>No</p>              |

**Part 4**

**Education Department  
Type of Document**

|                               |                                     |
|-------------------------------|-------------------------------------|
| Human Resource Policy         | <input type="checkbox"/>            |
| General Policy                | <input type="checkbox"/>            |
| Strategy/Service              | <input type="checkbox"/>            |
| Change Papers/Local Procedure | <input checked="" type="checkbox"/> |
| Guidelines and Protocols      | <input type="checkbox"/>            |
| Other                         | <input type="checkbox"/>            |

### Contact Information

| <b>Manager Responsible</b>              | <b>Author Responsible</b>               |
|---|---|
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| <p>Signature of author of the policy, procedure or strategy:</p> <p>Head of Department and Service area:</p> |
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**Date of next policy review:**