

## Record of decision that Equality Impact Assessment is not required

(Template: July 2013)

**Directorate and service area** | 2020 Finance

### **Name and contact of officer(s) taking decision that EIA not required**

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### **What are you proposing to do?**

As part of the 2020 North Yorkshire Programme, the Council is implementing new financial systems. This includes a new purchasing system (iProcurement), an income management system (Icon) and a planning, forecasting and reporting tool (Oracle PBCS & Oracle Business Intelligence). In addition to the technological changes, we are also redesigning our current ways of working. This includes processes for budget setting, budget monitoring, accounts receivable and accounts payable.

### **Why are you proposing this?**

We are going to implement a new version of Oracle. This will mean better access to financial information for Budget Managers, improved financial data, and increased automation of financial processes. The 2020 Finance programme will also enable us to meet our savings target.

### **Does the proposal involve a significant commitment or removal of resources?**

As data management, transactional processing and reporting are simplified and automated; staffing levels will start to be reduced.

### **Will this proposal change anything for customers or staff? What will change?**

In relation to our external customers the new income management system will allow more people to pay online for goods and services received. For those customers that either don't have access to pay online or would prefer not to pay online we are introducing automated telephone payments. This will allow people to make payments safely at a time convenient to them.

In relation to staff, the proposal will allow more transactional processes to be automated and will provide Budget Managers with direct access to information relating to their budgets. The 2020 Finance Programme will also result in new ways of working for staff across each of the main functions within finance, including budget setting, statutory and government reporting and accounts receivable. Staff will be involved in shaping the changes, including a move away from directorate based finance teams.

**Will the proposal make things worse for people with protected characteristics (age, disability, sex, disability, gender reassignment, religion or belief, pregnancy or maternity, marriage or civil partnership)? (Customers, staff etc.).**

### **How do you know? Do you have any evidence to support your assessment?**

The proposal will not disadvantage people with protected characteristics. The impact will be highest for Budget Managers and Finance Staff (including Financial admin) who currently have access to the Council's ICT equipment. The proposal will not result in changes to Budget Manager's roles and responsibilities, although the way in which they achieve this will change. The Council have already introduced self-service in other areas such as Human Resources.

**If there might be a negative impact on people with protected characteristics**

<b>can this impact be reduced? How?</b>	
The proposal sits in line with NYCC accessibility procedures, for example visual display units and adapted ICT equipment which is covered under the Display Screen Equipment (DSE) Assessments.	
<b>Could the proposal have a significant negative impact on some people with protected characteristics or a less severe negative impact on a lot of people with protected characteristics? If “Yes” more detailed analysis should be undertaken and an EIA completed.</b>	
No	
<b>Does the proposal relate to an area where there are known inequalities (e.g. disabled people’s access to public transport)?</b>	
No	
<b>Could the proposal have a greater negative impact on people in rural areas?</b>	
The users of the new financial systems will be NYCC staff; therefore there will be no greater impact on people located in rural areas as all the users will have access to NYCC ICT facilities. Staff that use portable devices outside of NYCC establishments could experience connectivity issues if located in a rural area where internet coverage is low.	
<b>Could the proposal have a worse impact on people with less money?</b>	
No	
<b>Will the proposal have a significant effect on how other organisations operate (e.g. partners, funding criteria, etc.) Do any of these organisations support people with protected characteristics?</b>	
There are a number of external systems which directly feed into the financial system and we will be working with suppliers to ensure we have appropriate measures in place to enable the transition to the new financial system and the new coding convention.	
<b>Do the answers to the previous questions make it reasonable to conclude that there will be no or very limited adverse impacts on people with protected characteristics?</b>	Yes
<b>Will there be no or limited adverse impacts on people in rural areas?</b>	Yes
<b>Will there be no or limited adverse impacts on people in rural areas?</b>	Yes
<b>Further analysis and full EIA Required</b>	No
<b>Decision not to undertake EIA approved by (Assistant Director or equivalent)</b>	Joel Sanders, 2020 Programme Finance Manager
<b>Date:</b>	23.3.2015