

## Argyll and Bute Council: Equality and Socio-Economic Impact Assessment

### Section 1: About the proposal

<b>Title of Proposal</b>
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ICT Production Team – Print Services
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<b>Intended outcome of proposal</b>
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Creation of a new print room team to continue to provide effective and efficient print and mail room services to Council departments and external customers and to try and grow external income through provision of high quality and competitive printing and related design work.
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<b>Description of proposal</b>
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Over the last few years, there has been a drop in print volumes and related print room income. This trend has accelerated significantly since December 2017 due in particular to a successful project to introduce paperless committee meetings and the introduction of multifunction print devices across all departments. In addition some system transformations have been made, such as the introduction of a new benefits system and the end of printed pay slips which will further add to reduced print room volumes and income going forward. The Print Room is no longer a cost effective and viable operational unit in its current guise and a formal review considered numerous options including an outsourced managed service but it concluded with a preferred option to restructure the service and retain in-house. The review aimed to ensure the Council maintains a cost effective print and mail service at Kilmory. The current team includes 1xLGE8, 2xLGE7, and 1 LGE4 post. Current staffing numbers will be reduced from 4 to 3 FTE. A new team will be created consisting of an LGE7 Supervisor an LGE4 admin post and an LGE4 graduate apprenticeship focusing on print and design. In addition a revision of service levels and service provision will be undertaken to take account of the net effect of reduced
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<b>Business Outcome(s) / Corporate Outcome(s) to which the proposal contributes</b>
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**Corporate Plan and Business Outcomes 2019 – 2022**

**Getting it Right**

B0113 – Our infrastructure is saf



	Negative	No impact	Positive	Don't know
<b>Protected characteristics:</b>				
Age		*		
Disability		*		
Ethnicity		*		
Gender		*		
Gender reassignment		*		
Marriage and Civil Partnership		*		
Pregnancy and Maternity		*		
Religion		*		
Sexual Orientation		*		
<b>Fairer Scotland Duty:</b>				

Yes. Although the impact is on predominantly female staff in a single location, it is expected that redeployment opportunities will be possible as there are a significant number of Council jobs within the mid Argyll area.

#### Section 4: Interdependencies

**Is this proposal likely to have any knock-on effects for any other activities carried out by or on behalf of the council?**

No

**Details of knock-on effects identified**

N/A

#### Section 5: Monitoring and review

**How will you monitor and evaluate the equality impacts of your proposal?**

These will be monitored following the recruitment to new posts