

Integrated Impact Assessment – Summary Report

Each of the numbered sections below must be completed
Please state if the IIA is interim or final

1. Title of proposal

Replacement of Monitors in Corporate Buildings

2. What will change as a result of this proposal?

The Council is replacing monitors across shared service buildings with new centrally owned and managed models, which are asset tagged with a fault reporting process for the duration of the warranty. This will support use in shared buildings where service users have new laptops, monitors will have network connection capability and USBC cable connection improving network and laptop connection in a consistent approach, aiming to ensure monitor arms or adjustable height stands are available ensuring screens are at the correct height to allow for Disability Discrimination Act (DDA) compliance.

3. Briefly describe public involvement in this proposal to date and planned

N/A

4. Is the proposal considered strategic under the Fairer Scotland Duty?

No

5. Date of IIA

18.12.2026

6. Who was present at the IIA? Identify facilitator, lead officer, report writer and any employee representative present and main stakeholder (e.g. Council, NHS)

Name	Job Title	Date of IIA training
Lesley.McMillan@edinburgh.gov.uk	Strategic Asset Partnership Manager	Jan 2025
lynn.paterson2@edinburgh.gov.uk	Implementation Coordinator	
alasdair.burgess@edinburgh.gov.uk	Procurement Specialist	

<u>heather.robb@edinburgh.gov.uk</u>	Chief Digital Officer	
<u>gena.falconer@edinburgh.gov.uk</u>	Principal Health & Safety Advisor	

Evidence available at the time of the IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected and to the environmental impacts of your proposal
Data on populations in need – where available use disaggregated data	N/A	
Data on service uptake/access	YES	Plans of service use and occupancy have been populated and shared with applicable Heads of Service for sense check purposes August 2025.
Data on socio-economic disadvantage e.g. low income, low wealth, material deprivation, area deprivation	N/A	
Data on equality outcomes		Reasonable adjustments for (those requiring an adjustment, e.g. colleagues with disabilities or health conditions) will be considered. Change Champions appointed for Directorates within buildings impacted to engage with staff regarding installation timelines to ensure minimum disruption and consideration of any specialist equipment/ disability considerations. New monitors will enhance DDA.
Research/literature evidence	N/A	
Public/patient/client experience information	N/A	
Evidence of inclusive engagement of people who use the service		There will be communications issued to colleagues who work within the corporate buildings on appointment of supplier to inform phasing, process of

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected and to the environmental impacts of your proposal
and involvement findings		installation and guidance on how to use the new equipment.
Evidence of unmet need	N/A	
Good practice guidelines		All equipment will be installed to comply with Disability Discrimination Act (DDA) Regulations.
Carbon emissions generated/reduced data		For ethical disposal evidence will be provided of waste transfer certification. Usable monitors will be used for home working or redistributed across the wider estate eg schools/ libraries.
Environmental data		A consistent corporate approach will enable desk sharing, therefore sustainable use of workspace.
Risk from cumulative impacts	N/A	
Other (please specify)	N/A	
Additional evidence required	N/A	

8. In summary, what impacts were identified and which groups will they affect?

Equality, Health and Wellbeing and Human Rights and Children's Rights	Affected populations
Positive Health & Wellbeing for ease and consistency of use. Less equipment to be transported for colleagues for working eg charging cables. Disability Discrimination Act (DDA) awareness will be improved to ensure consistency of equipment set up at correct heights, assisting communication to all colleagues who work in corporate buildings to assist with their workplace set up and understanding will be improved.	
Negative N/A	

Environment and Sustainability including climate change emissions and impacts	Affected populations
Positive For ethical disposal evidence will be provided of waste transfer certification. Usable monitors will be used for home working or redistributed across the wider estate eg schools/ libraries that will assist in improving set up in other buildings used by colleagues and public	
Negative	

Economic N/A	
Positive	Affected populations This will improve the workplace set up for colleagues working in buildings (estimated 2500 desks) It will also improve colleagues home working set up due to the redistribution of monitors, and colleagues and public in other buildings that they are redistributed to. These measures will help to minimise musculoskeletal problems due to poor workstation set-ups,
Negative	

9. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human rights including children's rights, environmental and sustainability issues be addressed?

Reference compliance with Scottish Government supplier framework.

10. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.

The communication plan regarding the programme and specification will be co-ordinated and approved by the Council's Communications team to ensure the communications plan is accessible.

11. Is the plan, programme, strategy or policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a Strategic Environmental Assessment (SEA) will be required and the impacts identified in the IIA should be included in this. See section 2.10 in the Guidance for further information.

No

12. Additional Information and Evidence Required

If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.

13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) Please complete:

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
The fault reporting process will be communicated in general communications and also to Building User groups and Duty Holders (there is a 3-year warranty period in which the supplier has monitors asset tagged and will address as necessary) This will also be monitored for colleagues who require reasonable adjustments	Lynn Paterson – Implementation co-Ordinator (Strategic Asset planning)	December 2026	January 2027

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
via a monthly accessibility working group.			

14. Are there any negative impacts in section 8 for which there are no identified mitigating actions?

No

15. How will you monitor how this proposal affects different groups, including people with protected characteristics?

Monitoring will be reported to the accessibility working group where necessary action or additional support can be given.

16. Sign off by Head of Service

Name CJ McGhie

Date 24/12/25

17. Publication

Completed and signed IIAs should be sent to:

integratedimpactassessments@edinburgh.gov.uk to be published on the Council website www.edinburgh.gov.uk/impactassessments

Edinburgh Integration Joint Board/Health and Social Care

sarah.bryson@edinburgh.gov.uk to be published at

www.edinburghhsc.scot/the-ijb/integrated-impact-assessments/