

**Supporting Good Decisions**

**Promoting Equality and Human Rights;**

**Reducing Poverty; and**

**Protecting the Environment**

**Integrated Impact Assessment Form**

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**Promoting Equality and Human Rights;**

**Reducing Poverty; and Protecting the Environment**

|  |  |
| --- | --- |
| **Title of Policy/ Proposal** |  |
| **Timescale for Implementation**  |  |
| **IIA Completion Date** |  |
| **Completed by** |  |
|  **Lead officer** |  |

**Section 1: Screening**

**1.1 Briefly describe the policy/proposal/activity you are assessing.**

Set out a clear understanding of the purpose of the policy/ proposal/ activity being developed or reviewed (e.g. objectives, aims) including the context within which it will operate.

* 1. **What will change as a result of this policy?**
	2. **Deciding if a full Impact Assessment is needed.**

Please answer the following questions:

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 1. The policy/ proposal has consequences for or affects people e.g. how they can access a service?
 |  |  |
| 1. The policy/proposal has potential to make a significant impact on equality and human rights, socio-economic disadvantage, the council’s role as a corporate parent, children’s rights, or the council’s commitment to tackling climate change?
 |  |  |
| 1. The policy/proposal is likely to have a significant environmental impact as defined by the Environmental Impact Assessment (Scotland) Act 2005?
 |  |  |
| 1. The policy/ proposal involves a data processing activity (storage / collection of personal data) that is likely to result in a high risk to individuals as determined by Article 35 of the General Data Protection Regulation?
 |  |  |

* If you have answered yes to questions 1 and 2 above, please proceed to complete the Integrated Impact Assessment. If you have answered No then an IIA does not need to be completed. Please keep a copy of the screening paperwork.
* If you have answered yes to question 3, you will need to consider whether you need to complete a Strategic Environmental Assessment.
* If you have answered yes to question 4, you will need to consider whether you need to complete a Data Protection Impact Assessment. Please seek further advice from the Team Manager Information Governance.

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**Section 2: Integrated Impact Assessment**

* 1. **Have those who are directly affected by the policy had the opportunity to comment on new proposals?**
	2. **What information/data have you used to inform the development of the policy to date?**
	3. **What does the evidence/ research suggest about the policy’s actual or likely impact on equality groups and those vulnerable/ or experiencing socio-economic disadvantage?**

|  |  |
| --- | --- |
| **Evidence**  | **Comment** |
| Which groups are in particular need of this service? |  |
| What level of service uptake/ access is there from protected and vulnerable groups? |  |
| Can you identify positive outcomes for service users |  |
| What is the service user experience of those from protected or vulnerable groups? |  |
| What opportunity have those from protected groups had to co-produce or comment on the service/ plans? |  |

* 1. **How does the policy meet the different needs of groups in the community? Please note that where children will be affected by the policy or activity a Children’s Rights and Wellbeing Impact assessment must additionally be completed.** [Children’s Rights and Well-being Impact Assessment - completion guidance and template | East Lothian Intranet](https://intranet.eastlothian.gov.uk/downloads/download/1214/children_s_rights_and_well-being_impact_assessment_-_completion_guidance_and_template)

|  |  |
| --- | --- |
| **Equality Groups**  | **Comments** |
| Older people, people in the middle years |  |
| Children and young people children |  |
| Women, men and transgender people (includes issues relating to pregnancy and maternity) |  |
| Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems) |  |
| Minority ethnic people (includes Gypsy/Travellers, migrant workers) |  |
| Refugees and asylum seekers  |  |
| People with different religions or beliefs (includes people with no religion or belief) |  |
| Lesbian, gay, bisexual and heterosexual people  |  |
| People who are unmarried, married or in a civil partnership |  |
| **Those vulnerable to falling into poverty*** Unemployed
* People on benefits
* Lone Parents
* Care experienced children and young people
* Carers (including young carers)
* Homeless people
* Those involved in the community justice system
* People with low literacy/numeracy
* Families with 3 or more children
* Those with a child/ children under 1
 |  |
| **Geographical communities*** Rural/ semi rural communities
* Urban Communities
* Coastal communities
* Those living in the most deprived communities (bottom 20% SIMD areas)
 |  |
| **People with communication needs:*** Gaelic Language Speakers {refer if necessary to the Council’s Gaelic Language Plan}
* British Sign Language (BSL) users {refer if necessary to the Council’s BSL Plan}
* English as a Second Language
* Other e.g. Deafblind, Plain English, Large Print
 |  |

* 1. **Are there any other factors which will affect the way this policy impacts on the community or staff groups?**

* 1. **Is any part of this policy/ service to be carried out wholly or partly by contractors?**

If yes, how have you included equality and human rights considerations into the contract?

* 1. **Have you considered how you will communicate information about this policy or policy change to those affected e.g. to those with hearing loss, speech impairment or English as a second language?**

* 1. **Please consider how your policy will impact on each of the following?**

|  |
| --- |
| **Equality and Human rights*** Promotes / advances equality of opportunity e.g. improves access to and quality of services
* Promotes good relations within and between people with protected characteristics and tackles harassment
* Promotes participation, is inclusive and gives people control over decisions which affect them
* Preserves dignity and self-respect of individuals (does not lead to degrading treatment or stigma)
* Builds support networks, resilience, community capacity
 |
| Comments: |
| **Socio-Economic Disadvantage / reducing poverty*** Maximises income and/or reduces income inequality
* Helps young people into positive destinations
* Aids those returning to and those progressing within the labour market
* Improves employability skills, including literacy and numeracy
* Reduces the costs of taking part in activities and opportunities
* Reduces the cost of living
 |
| Comments : |
| **Tackling Climate Change*** Reduces the need to travel or increases access to sustainable forms of transport
* Minimises waste / encourages resource efficiency / contributes to the circular economy
* Ensures goods / services are from ethical, responsible and sustainable sources
* Improves energy efficiency / uses low carbon energy sources
* Protects and/or enhances natural environments / habitats / biodiversity
* Promotes the transition to a low carbon economy
* Prepares and/or adapts communities for climate change impacts
 |
| Comments: |
| **Corporate Parenting and Care Experienced Young People*** Impacts on care experienced young people
* Provides opportunities or reduces opportunities to participate in activities which are designed to promote the wellbeing of young people
* Adversely affects the wellbeing of young people
* Adversely impacts on outcomes for care experienced young people
 |
| Comments: |

**Section 3. Action Plan**

What, if any changes will be made to the proposal/ policy as a result of the assessment?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Changes to be made** | **Expected outcome of the change** | **Resources Required** | **Timeline** | **Responsible person** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**For consideration of the Head of Service**

Can you identify any cumulative impacts on equality groups or vulnerable people arising from this policy, when considered alongside other changes across other services?

**Sign off by Head of Service**

Name:

Date: