

**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: