

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.

1.2 What will change as a result of this policy?

1.3 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?		
2. 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?		
3. The policy/proposal is likely to have a significant environmental impact as defined by the Environmental Impact Assessment (Scotland) Act 2005?		
4. 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.

Section 2: Integrated Impact Assessment

2.1 Have those who are directly affected by the policy had the opportunity to comment on new proposals?

2.2 What information/data have you used to inform the development of the policy to date?

2.3 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?	

2.4 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

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 <ul style="list-style-type: none"> • Unemployed • People on benefits • Lone Parents • Care experienced children and young people 	

<ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • Rural/ semi rural communities • Urban Communities • Coastal communities • Those living in the most deprived communities (bottom 20% SIMD areas) 	
People with communication needs: <ul style="list-style-type: none"> • 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 	

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

2.6 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?

2.7 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?

2.8 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: