

# Integrated Impact Assessment Form

Promoting Equality, Human Rights and Sustainability



# Integrated Impact Assessment Form

## Promoting Equality, Human Rights and Sustainability

<b>Title of Policy/ Proposal</b>	Midlothian Small Grants Project 2018-19
<b>Completion Date</b>	November 2017
<b>Completed by</b>	Paul Johnson
<b>Lead officer</b>	Stephen Bermingham

### Type of Initiative:

Policy/Strategy ☐  
 Programme/Plan ☐ New or Proposed ☐  
 Project ☐ Changing/Updated ☐  
 Service ☐ Review or existing ☐  
 Function ☐  
 Other Statement of Intent.....

### 1. Briefly describe the policy/proposal you are assessing.

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

Small grants programme 2018/19.

The procedure where applications are invited and processed from local community groups, charities or social enterprises for awards from Midlothian Small Grants Fund. The awards made are up to £3,000 for the period 2018/19.

The projects are required to be aimed at improving the quality of life of people living in Midlothian communities and can be awarded from the following 3 streams:

Employability, Learning and Training

Health and Physical Activity

Developing Communities

Recommendations for grant fund awards which have been made by three grant panels (Employability, Learning and Training, Health & Physical Activity and Developing Communities). There are recommendations for small grants (up to £3000) for the period 2018/19.

## 2. What will change as a result of this policy?

- Communities of interest and place have more capacity to act for the benefit of their community
- Communities of interest and place are more resilient, cohesive and safer
- Local communities are better enabled to thrive through community action, the development of social enterprise and community assets
- Anchor organisations (e.g. community councils, development trusts) have improved ability to represent their local communities and deliver services
- The third sector is supported to grow and is able to influence the community planning process
- Key economic sectors are supported to grow
- Individuals are better equipped to access the labour market
- The quality of life of Midlothian residents is improved through lifelong learning
- Midlothian residents are better able to be successful learners and are more likely to go on to positive destinations when they leave learning
- Individuals in Midlothian have improved health and wellbeing through participating in physical activity
- Individuals in Midlothian have an increased number of affordable and accessible opportunities to engage in more healthy lifestyles (physical and mental health and wellbeing)

## 3. Do I need to undertake a Combined Impact Assessment?

High Relevance	Yes/no
The policy/ proposal has consequences for or affects people	Yes
The policy/proposal has potential to make a significant impact on equality	Yes
The policy/ proposal has the potential to make a significant impact on the economy and the delivery of economic outcomes	No

The policy/proposal is likely to have a significant environmental impact	No
<b>Low Relevance</b>	
The policy/proposal has little relevance to equality	No
The policy/proposal has negligible impact on the economy	Yes
The policy/proposal has no/ minimal impact on the environment	No
<b>If you have identified low relevance please give a brief description of your reasoning here and send it to your Head of Service to record.</b>	

**If you have answered yes to high relevance above, please proceed to complete the Integrated Impact Assessment.**

**4. What information/data/ consultation have you used to inform the policy to date?**

<b>Evidence</b>	<b>Comments: what does the evidence tell you?</b>
Data on populations in need	<p>Evidence shows that awareness of the availability of awards should be promoted Midlothian wide, with particular emphasis in the 3 priority areas.</p> <p>Promotion of availability of grants is focussed on the 3 priority areas but work is also undertaken Midlothian wide.</p>
Data on service uptake/access	<p>Evidence shows that previously some groups found the application form challenging to complete. It has since been simplified.</p> <p>Previous applicants have been contacted to promote the process.</p> <p>Groups (especially minority groups) who have not previously applied, have been identified and approached in person.</p> <p>Drop-in sessions held previously held were not popular so these have not been used this year.</p>
Data on quality/outcomes	Review has been undertaken. Evaluation and

	monitoring has been undertaken
Research/literature evidence	Information has been used from Neighbourhood Profiles, MC Service plans. Partner Agencies Service Plans
Service user experience information	Evidence shows that previously, some groups have found the application challenging to complete. The form has since been simplified.  Groups will receive support to complete this process if required. All groups who make a successful application will complete an end of project evaluation.
Consultation <b>and involvement</b> findings	Evidence shows that direct contact has resulted in increased applications therefore groups have been contacted directly rather than using drop-in sessions.
Good practice guidelines	The Small Grants process is undertaken within the guidelines of the National Standards for Community Engagement
Other (please specify)	
Is any further information required? How will you gather this?	

**5. How does the policy meet the different needs of and impact on groups in the community?**

	<b>Comments – positive/ negative impact</b>
<p>Equality Groups</p> <ul style="list-style-type: none"> <li>Older people, people in the middle years,</li> </ul>	<p>The process of promoting the Small Grant project takes into account the needs of these groups. This includes targeting specific groups and using a range of methods to promote the availability of these grants: Social media, posters, fliers, direct contact by email, telephone and face-face. If they make an application, grant</p>

<ul style="list-style-type: none"> <li>• Young people and children</li> <li>• Women, men and transgender people (includes issues relating to pregnancy and maternity)</li> <li>• Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems)</li> <li>• Minority ethnic people (includes Gypsy/Travellers, migrant workers, non-English speakers)</li> <li>• Refugees and asylum seekers</li> <li>• People with different religions or beliefs (includes people with no religion or belief)</li> <li>• Lesbian, gay, bisexual and heterosexual people</li> <li>• People who are unmarried, married or in a civil partnership</li> </ul>	<p>awards will enable people in these groups or working with these groups, to access funds to develop and sustain their activities.</p> <p>If they make an application, grant awards will enable people in these groups or working with these groups, to access funds to develop and sustain their activities</p> <p>The process of promoting the Small Grants project takes into account the needs of these groups.</p> <p>Groups supporting disabled people are included in promotion of the availability of grants. Targeted support will be provided.</p> <p>Grant awards will enable people in these groups to access funds to develop and sustain their activities.</p> <p>Grant awards will enable people in these groups to access funds to develop and sustain their activities.</p> <p>Faith based groups are able to apply in order to facilitate their group's activities, but exclude the purchase of religious literature.</p> <p>Grant awards will enable people in these groups to access funds to develop and sustain their activities.</p> <p>Grant awards will enable people in these groups to access funds to develop and sustain their activities.</p>
<p><b>Those vulnerable to falling into poverty</b></p> <ul style="list-style-type: none"> <li>• Unemployed</li> </ul>	<p>The process of promoting the Small Grant project takes into account the needs of these groups. Actions will also include targeting specific groups and using a range of methods to promote the availability of these grants.</p>

<ul style="list-style-type: none"> <li>• People on benefits</li> <li>• Single Parents and vulnerable families</li> <li>• Pensioners</li> <li>• Looked after children</li> <li>• Those leaving care settings (including children and young people and those with illness)</li> <li>• Homeless people</li> <li>• Carers (including young carers)</li> <li>• Those involved in the criminal justice system</li> <li>• Those living in the most deprived communities (bottom 20% SIMD areas)</li> <li>• People misusing services</li> <li>• People with low literacy/numeracy</li> <li>• Others e.g. veterans, students</li> </ul>	<p>Within the Small Grant project the 3 streams will support vulnerable people in these categories.</p> <p>Individuals will be better equipped to access the labour market.</p> <p>There will be particular emphasis on targeting Midlothian's 3 priority area and groups that work with or support people in these categories.</p> <p>The poverty grant stream has been diverted to spend exclusively in the three priority communities that experience the highest levels of deprivation.</p>
<p><b>Geographical communities</b></p> <ul style="list-style-type: none"> <li>• Rural/ semi rural communities</li> <li>• Urban Communities</li> <li>• Coastal communities</li> </ul>	<p>Groups in this category are able to apply for this funding.</p> <p>Groups in this category are able to apply for this funding</p> <p>Groups in these communities cannot apply as Midlothian has no coastal communities</p>

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

None

**7. 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?

No

**8. 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?**

## 9. Please consider how your policy will impact on each of the following?

Objectives	Comments
<b>Equality and Human rights</b>	
Promotes / advances equality of opportunity e.g. improves access to and quality of services, status	<p>Communities of interest and place will have more capacity to act for the benefit of their community</p> <p>Communities of interest and place will be more resilient, cohesive and safer.</p> <p>Local communities will be better enabled to thrive through community action, the development of social enterprise and community assets.</p> <p>Anchor organisations (e.g. community councils, development trusts) will have improved ability to represent their local communities and deliver services.</p> <p>The third sector will be supported to grow and able to influence the community planning process.</p>
Promotes good relations within and between people with protected characteristics and tackles harassment	Local communities will be better enabled to thrive through community action, the development of social enterprise and community assets.
Promotes participation, inclusion, dignity and self control over decisions	<p>Communities of interest and place will have more capacity to act for the benefit of their community.</p> <p>Communities of interest and place will be more resilient, cohesive and safer.</p>
Builds family support networks, resilience and community capacity	<p>Communities of interest and place will have more capacity to act for the benefit of their community.</p> <p>Communities of interest and place will be more resilient, cohesive and safer.</p>
Reduces crime and fear of crime	Communities of interest and place will be more resilient, cohesive and safer.
Promotes healthier lifestyles including	Individuals in Midlothian will have improved health and wellbeing through participating in physical activity.



<ul style="list-style-type: none"><li>• diet and nutrition,</li><li>• sexual health,</li><li>• substance misuse</li><li>• Exercise and physical activity.</li><li>• Lifeskills</li></ul>	Individuals in Midlothian will have an increased number of affordable and accessible opportunities to engage in more healthy lifestyles (physical and mental health and wellbeing).
<b>Environmental</b>	
Reduce greenhouse gas (GHG) emissions in East Lothian (including carbon management)	The Developing Communities stream will have a positive impact.  Local communities will be better enabled to thrive through community action, the development of social enterprise and community assets.  Communities of interest and place will have more capacity to act for the benefit of their community.
Plan for future climate change	
Pollution: air/ water/ soil/ noise	
Protect coastal and inland waters	
Enhance biodiversity	
Encourage resource efficiency (energy, water, materials and minerals)	
Public Safety: Minimise waste generation/ infection control/ accidental injury /fire risk	
Reduce need to travel / promote sustainable forms of transport	
Improves the physical environment e.g. housing quality, public and green space	
<b>Economic</b>	
Maximises income and /or reduces income inequality	The Employability Learning and Training stream has a positive impact and will directly address these issues.
Helps young people into positive destinations	
Supports local business	

Helps people to access jobs (both paid and unpaid)	
Improving literacy and numeracy	
Improves working conditions, including equal pay	
Improves local employment opportunities	

**10. Is the policy a qualifying Policy, Programme or Strategy as defined by The Environmental Impact Assessment (Scotland) Act 2005?**

No

**11. Action Plan**

Identified negative impact	Mitigating circumstances	Mitigating actions	Timeline	Responsible person

**12. Sign off by Head of Service/ NHS Project Lead**

Name: Stephen Bermingham

Date: 27 November 2017