

Integrated Impact Assessment Form

Promoting Equality, Human Rights and Sustainability



Title of Policy / Proposal	Corporate Solutions Plan 2021/22
Completion Date	11/06/2021
Completed by	Gary Fairley, Chief Officer Corporate Solutions
Lead officer	Gary Fairley, Chief Officer Corporate Solutions

Type of Initiative:

Policy/Strategy ☐

Programme/Plan ☒

Project ☐

Service ☒

Function ☐

Other Statement of Intent.....

New or Proposed ☐

Changing/Updated ☒

Review or existing ☐

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.

Corporate Solutions Service Plan aims to bring a vision, cohesion and prioritisation to what we seek to achieve as a service. This offers direction to the team, a clarity about what we are doing and an overview of our work and direction to those within and out with the service. The plan links to the Single Midlothian Plan priorities and outcomes, the Council priorities, the Council's nine key drivers for change as well as to team and individual plans.

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

Midlothian has the fastest growing population in Scotland. In addition the Council is facing a period of significant real terms funding reductions. We are also on a journey through and out of the pandemic focussing on recovery and renewal. This service plan endeavours to consider these pressures and ensure that the Services are best placed to meet the stated aims and objectives.

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	Yes
The policy/proposal is likely to have a significant environmental impact	No
Low Relevance	
The policy/proposal has little relevance to equality	No
The policy/proposal has negligible impact on the economy	No
The policy/proposal has no/ minimal impact on the environment	Yes
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.	

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?

Evidence	Comments: what does the evidence tell you?
Data on populations in need Data on service uptake/access Data on quality/outcomes Research/literature evidence	The purpose of this Service Plan is to highlight key challenges affecting the service and to provide detail of changes in service delivery.
Service user experience information Employee Data	<p>It is therefore very people orientated and accordingly could impact on all protected characteristics, those being: age, disability; gender re-assignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex; and sexual orientation, as well as those on low incomes.</p> <p>For each of the services included in this Service Plan there are periodic reviews being progressed, and it is anticipated that those reviews would highlight issues which could impact adversely on the nine protected groupings as well as those from low income households.</p> <p>It is accepted that we have limited information relating to all groupings within our communities and workforce and that it is crucial for all services to understand the profile of their employees and customers.</p> <p>It is recommended that services covered by this plan build on existing information and continue to ascertain how they can better understand the needs of all their customers over the next 12 months. This will provide updated and sound needs-based data and information for future service planning and delivery.</p>
Consultation and involvement findings	The Service Plan links to the Single Midlothian Plan, the priorities of which arose from a major public consultation exercise. The plan is based on the result of input of many different colleagues.
Good practice guidelines	

Evidence	Comments: what does the evidence tell you?
Other (please specify)	
Is any further information required? How will you gather this?	<p>No further consultation is required at this stage. We work in an open and transparent manner and are committed to consulting on a continuous basis with key partners and stakeholders.</p> <p>Our plans will be monitored through scrutiny by the Executive Director, Chief Executive, Elected Members and through the use of the Pentana Performance Management system. We will ensure that the outcomes of our work are made available publicly.</p>

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

	Comments – positive / negative impact
<p>Equality Groups</p> <ul style="list-style-type: none"> • Older people, people in the middle years, • Young people and 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, non-English speakers) 	<p>The service seeks to deliver on a fair and equitable basis to all staff, key partners and stakeholders.</p> <p>No negative impact noted</p> <p>The work identified in this plan will make a significant difference to the 'one Council' approach being adopted in relation to those services which support front line services in delivery of their outcomes for many groups and individuals from a range of diverse backgrounds.</p>

	Comments – positive / negative impact
<ul style="list-style-type: none"> 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. 	See above
<p>Those vulnerable to falling into poverty</p> <ul style="list-style-type: none"> Unemployed People on benefits Single Parents and vulnerable families Pensioners Looked after children Those leaving care settings (including children and young people and those with illness) Homeless people Carers (including young carers) Those involved in the criminal justice system Those living in the most deprived communities (bottom 20% SIMD areas) People misusing services 	<p>This service forms part of Midlothian Council which is committed to promote equality of opportunity, foster good relations, and eradicate unlawful discrimination. This priority value is being driven forward at all times and underpins all that this Service Plan, does and provides.</p>

	Comments – positive / negative impact
<ul style="list-style-type: none"> • People with low literacy/numeracy • Others e.g. veterans, students 	See above.
Geographical communities <ul style="list-style-type: none"> • Rural/ semi-rural communities • Urban Communities • Coastal communities 	This ethos applies irrespective of geographical community.

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

No

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?

Follow standard procurement terms and conditions which will ensure compliance.

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?

Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, braille, audio tape or BSL. For more information please contact the Equality, Diversity and Human Rights Officer on 0131 271 3658 or equalities@midlothian.gov.uk

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

Objectives	Comments
Equality and Human rights	
Promotes / advances equality of opportunity e.g. improves access to and quality of services, status	The key strategies, Financial, Workforce Digital etc., will help ensure sustainability of Council which in turn will help these issues.
Promotes good relations within and between people with protected characteristics and tackles harassment	The key strategies, Financial, Workforce, Digital etc., will help ensure sustainability of Council which in turn will help these issues.
Promotes participation, inclusion, dignity and self-control over decisions	The key strategies, Financial, Workforce, Digital etc., will help ensure sustainability of Council which in turn will help these issues.
Builds family support networks, resilience and community capacity	It is unlikely to impact.
Reduces crime and fear of crime	It is unlikely to impact.
Promotes healthier lifestyles including:- <ul style="list-style-type: none"> • Diet and nutrition • Sexual health • Substance misuse • Exercise and physical activity • Lifeskills 	It is unlikely to impact.

Objectives	Comments
Environmental	
Reduce greenhouse gas (GHG) emissions in East Lothian (including carbon management)	It is unlikely to impact.
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	
Economic	
Maximises income and /or reduces income inequality	Continue to expand and increase opportunities for income generation. Offer opportunities within each of the services for young people.
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
None noted				

12. Sign off by Chief Officer / NHS Project Lead

Name: **Gary Fairley**

Date: 18/06/2021

