

Integrated Impact Assessment Form

Promoting Equality, Human Rights and Sustainability



Title of Policy/ Proposal	Place Service Plan 2021/22
Completion Date	11/06/2021
Completed by	Derek Oliver, Chief Officer Place
Lead officer	Derek Oliver, Chief Officer Place

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.

This document is a service plan, which provides a clear picture of the Services planned activities for the period 2021/22. The service plan contains:

Single Midlothian Plan: overview of the Councils vision and priorities.
 Service structure and resource: information about how the service is delivered.
 Key challenges facing the service currently and going forward into 21/22.
 Service priorities including actions and measurements.

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

Midlothian is the fastest growing local authority area in Scotland. In addition the service is on a journey of recovery through and out of the COVID-19 pandemic. This service plan endeavours to consider these pressures and ensure that the services are best placed to meet the stated priorities and outcomes of Single Midlothian Plan and the Council's nine key strategic drivers for change.

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	Yes
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	No
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	The purpose of this service plan is to highlight key challenges affecting the service and to provide an overview of future developments. Further, it allows employees to understand how their work contributes to the service’s objectives and upwards to the Single Midlothian Plan and the nine drivers for change, and its success in achieving those aims.
Data on service uptake/access	
Data on quality/outcomes	
Research/literature evidence	
Service user experience information	
Consultation and involvement findings	It is therefore very people orientated and accordingly could impact on all protected characteristics, those being: age, disability; gender re-assignment; marriage & civil partnership; pregnancy & maternity; race; religion and belief; sex; and sexual orientation, as well as those on low incomes.
Good practice guidelines	
Other (please specify)	
Is any further information required? How will you gather this?	
	Periodic service reviews will take place throughout the year and it is anticipated that those reviews may highlight issues which could impact adversely on the protected groupings. Reviews being progressed will ensure that any groups that are adversely affected by service changes are assessed and mitigating actions put in place.
	With regard to changes in service delivery and procurement; it must be ensured that our suppliers and contractors either have their own Equality and Diversity policies or a written commitment that they subscribe to that of Midlothian Council.
	Finally, it is important that all services understand the profile of their employees and customers. Existing information will be greatly enhanced using the outcome of the HR workforce plan. Services such as this should be planning a consultation exercise to understand the needs of their customers over the next 12 months. This will provide updated and sound needs-based data and information for future service planning and delivery.

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) • 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. 	<p>Currently there is no evidence that any group or community is discriminated against by the policies or services delivered by Place.</p> <p>This service plan is intended to benefit the workforce and the service customers. Crucial is the need to ensure that the services provided meet the needs of all our customers and employees in a fair, equal and sustainable way.</p> <p>This may include, for example, ensuring the workforce is more representative of equality groups to more fully reflect the diversity of the community it serves. In whatever way the plan impacts on the workforce, it will be important for the Council to continue to develop and implement good practice in relation to equality and diversity issues and its role as an employer. This impacts on recruitment and employment practice, service redesign and the development of new and extended roles. Key to this is a focus on the employee governance framework and staff surveys. This will ensure best practice remains up to date.</p> <p>Working in partnership with other organisations and groups as well as developing consultation and engagement practices with customers will help to ensure that customers' needs are better understood, and services planned and provided are needs-based.</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 plans, does and provides.
Those vulnerable to falling into poverty <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 • People with low literacy/numeracy • Others e.g. veterans, students 	<p>Currently there is no evidence that any group or community is discriminated against by the policies or services delivered by Place</p> <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 plans, does and provides.</p>
Geographical communities <ul style="list-style-type: none"> • Rural/ semi-rural communities • Urban Communities • Coastal communities 	As above. 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?

Yes. Contractors will be involved in carrying out specific projects following any necessary procurement exercise which will include equality and human rights issues as required.

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?

Quarterly reporting on services is available through the Council's web site.

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 email equalities@midlothian.gov.uk

9. 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	Every opportunity will be taken to ensure equal access to services.
Promotes good relations within and between people with protected characteristics and tackles harassment	The service plan aims to treat all equally in line with the council ethos of tackling harassment, victimisation and unlawful discrimination.
Promotes participation, inclusion, dignity and self-control over decisions	The service plan aims to promote participation, inclusion, dignity and self-control over decisions.
Builds family support networks, resilience and community capacity	N/a
Reduces crime and fear of crime	N/a
Promotes healthier lifestyles including <ul style="list-style-type: none">diet and nutrition,sexual health,substance misuse	The service is continuing to promote and deliver healthy nutritious school meals. Promote and encourage positive destinations

<ul style="list-style-type: none">• Exercise and physical activity.• Life skills	Promote and encourage greener spaces and leisure spaces as well as active travel to encourage physical activity.
Environmental	
Reduce greenhouse gas (GHG) emissions in East Lothian (including carbon management)	<p>Actions have been identified and will continue to be monitored/delivered in response to the requirements of the Climate Change Act and associated Council Climate Change Policy and action plan.</p> <p>Environmental Service priorities along with actions and indicators are set out in the above plan including measure to continue to reduce waste to landfill and increase recycling rates, reduce carbon emissions through our Fleet, properties, street lighting and travel arrangements, sustain green flags for open spaces as well as improve our green and open spaces to encourage physical activity.</p>
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 or transport	
Improves the physical environment e.g. housing quality, public and green space	
Economic	
Maximises income and /or reduces income inequality	<p>Continue to expand and increase opportunities for income generation, assist business starts up and encourage economic growth via our growth economic strategy.</p>
Helps young people into positive destinations	
Supports local business	
Helps people to access jobs (both paid and unpaid)	<p>Services support and promote positive destinations and apprenticeships.</p>
Improving literacy and numeracy	<p>Economic Service priorities along with actions and indicators are set out in the above plan.</p>
Improves working conditions, including equal pay	
Improves local employment opportunities	

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

No.

10. Action Plan

Identified negative impact	Mitigating circumstances	Mitigating actions	Timeline	Responsible person
None noted				

11. Sign off by Chief Officer

Name Derek Oliver

Date 18/06/2021