

Impact Assessment Toolkit Form

Update as at November 2015



Content

SECTION 1 General Information

SECTION 2 Aims of the function or policy

SECTION 3 Evidence

SECTION 4 Impacts

SECTION 5 Monitoring and Reviewing

SECTION 6 Public Reporting of Results (information required for the Summary Sheet)

SECTION 7 Quality Assurance

Section 1 : General Information

	Guidance
1 Name of policy: Carers Strategy 2017 - 2021	The word policy is used throughout this document for ease but it could also be a strategy, plan, project or budget option (saving or income generation).
2 Is this policy: <input type="checkbox"/> new	
2 Lead Service(s) involved in the delivery of this policy: Strategic Planning	
4 Who else is involved in the implementation of this policy: Services provided by the Integration Joint Board Services provided by NHS Dumfries & Galloway Services provided by Dumfries & Galloway Council Third Sector Carers Organisations Independent Sector	e.g. other Services or partner agencies
5 Lead person: Linda Owen, Strategic Planning & Commissioning Manager	The lead person should be someone who has a good knowledge of the policy to be assessed and has been trained in the toolkit.
6 Names and organisations of those involved in the process : Lynsey Fitzpatrick, NHS Equality and Diversity Lead Lorraine Hyland, IJB Equality and Diversity Lead Yen Hongmejin, Carers Project Worker, DGMA	The tool should be completed by no fewer than two people. It is good practice to involve stakeholders and in particular the relevant Equality and Diversity Group(s) must be involved.
7 Date of Impact Assessment (IA): 5 September 2017	
8 Do all participants understand the Guidance? <input type="checkbox"/> Yes	The lead person should check all attending have read and understood the purpose or process of IA

Section 2 : Aims of the policy

	Guidance								
<p>9 What are the main aims of the policy? Please list</p> <p>To support Carers in Dumfries & Galloway</p>	<p>This should describe the policy and what you are trying to do. Think about:</p> <ul style="list-style-type: none"> Why is it needed? What outcomes does the organisation hope to achieve by it? In particular will the policy contribute to the organisations' Objectives/Priorities, the Single Outcome Agreement and/or Health and Social Care Integration? 								
<p>10 Will the policy assist in meeting the aims of legislation?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Give details</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">(a) The Equality Act 2010</td> <td style="text-align: right; padding-right: 20px;">yes</td> </tr> <tr> <td style="padding-left: 20px;">(b) Human Rights Act 1998</td> <td style="text-align: right; padding-right: 20px;">yes</td> </tr> <tr> <td style="padding-left: 20px;">(c) Climate Change Scotland Act 2009</td> <td style="text-align: right; padding-right: 20px;">no</td> </tr> <tr> <td style="padding-left: 20px;">(d) Environmental Assessment (Scotland) Act 2005</td> <td style="text-align: right; padding-right: 20px;">no</td> </tr> </table>	(a) The Equality Act 2010	yes	(b) Human Rights Act 1998	yes	(c) Climate Change Scotland Act 2009	no	(d) Environmental Assessment (Scotland) Act 2005	no	<p>The purpose of IA is to assess which individuals or groups will be most affected and how. Think also about how the policy will be delivered (e.g. through existing outlets?) and how it will be communicated to clients</p>
(a) The Equality Act 2010	yes								
(b) Human Rights Act 1998	yes								
(c) Climate Change Scotland Act 2009	no								
(d) Environmental Assessment (Scotland) Act 2005	no								

Section 3 : Evidence

	Guidance
<p>11 What evidence has or will be used to identify any potential positive or negative impacts?</p> <p>Insert details in the boxes below (a) to (e):</p>	<p>Evidence could be based on a specific geographical area or a community of interest and could include consultations, surveys, focus groups, interviews, pilot projects, user feedback (inc. complaints made), officer knowledge and experience, equalities monitoring data, academic publications, consultants' reports, etc. Also identify where there are gaps in the evidence and set out how these will be filled.</p>
<p>(a) Involvement in development/ review</p> <p>Carers and those who have an interest in Carers issues were asked what matters to them in September and October 2016. From the 207 responses, the key themes of the strategy emerged and a draft strategy was produced.</p> <p>Between April and June 2017, a draft strategy was available for consultation. 340 responses were received from across Dumfries & Galloway. This was a combination of presentations at meetings with discussions, an online and paper survey and public engagements in health centres and supermarkets.</p>	<p>Who has been involved in the development so far of your policy?</p>
<p>(b) Research</p> <p>Integration Joint Board Strategic Needs Assessment 2016 - 2019 Children & Young People Strategic Needs Assessment 2017-2020 http://www.dg-change.org.uk/strategic-plan/</p> <p>Carers Trust Value of Carers Report https://www.sheffield.ac.uk/polopoly_fs/1.546409!/file/Valuing-Carers-2015.pdf</p>	<p>Have you conducted any research or what research are you using?</p>

<p>(c) Officer/Practitioner knowledge and experience</p> <p>Officer, Practitioner and Carer knowledge and experience has been drawn on to influence and prepare this strategy. Drafts of the document along with copies of comments received in both rounds of engagement, have been shared with the:</p> <ul style="list-style-type: none"> • Carers Programme Board for Dumfries & Galloway, which includes representatives from health and social care services, Carer organisations, Carers and the Independent Sector. • Carers Interest Network is a group of all third sector organisations who support Carers in Dumfries & Galloway • Carers Reference Group is a group of unpaid Carers in Dumfries & Galloway 	<p>What expertise or individual information are the group using to inform their judgements?</p>
<p>(d) Monitoring data</p> <p>Please see data contained within the Carers Strategy 2017 – 2021 and also the data held in the strategic needs assessments (links in (b))</p> <p>Going forward include projected characteristics in service specification and future consultations and engagements.</p>	<p>What data is available locally or nationally to inform the group?</p>
<p>(e) Feedback</p> <p>Please find attached a list of the feedback received during the consultation from April to June 2017.</p>	<p>What feedback is available to inform the IA? e.g. both positive and negative users experiences of the policy – surveys, Board or Elected Members enquiries and comments etc</p>

Section 4: Impact Areas

This section covers the Protected Characteristics, Human Rights, health, climate change and sustainable development.

How to complete the table for each Characteristic:

- First decide if your policy has a positive or negative impact or if there is no impact. You can have both positive and negative impacts and where this occurs you should indicate both within the table – they do not cancel each other out.
- For positive and negative Impacts consider if the impact is high, medium or low. Indicate this within the table by using H = High, M = Medium, L = Low. Some examples of the level of impact are given below.

LOW

experience/outcomes will not be greatly affected e.g.

- changes are in terms of hours or days
- the service has a low priority rating/high satisfaction rating
- there are alternative facilities or suppliers in the locality at same cost
- there are no amendments to contracts (including staff)

MEDIUM

experience/outcome will be noticeably affected e.g.

- changes are in terms of days or weeks
- the service has a medium or high priority rating and satisfaction levels
- there are similar facilities or suppliers nearby at similar cost
- there are some amendments to contracts (including staff)
- staff training is required

HIGH

experience/outcome will be significantly affected e.g.

- changes are in terms of months or permanently
- the service has a high priority rating or a low satisfaction rating by customers
- there are no alternative facilities or suppliers nearby or they have significantly different cost
- there are terminations to one or more contracts (including staff)
- training in new activities or skills is required

Record the evidence used and the key points raised during the discussion in the comments column. This can be in bullet format and demonstrates the reason for your assessment.

Example

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	H		L	<ul style="list-style-type: none">••

<p>Advance equality of opportunity by having due regard to:</p> <ul style="list-style-type: none"> • removing or minimising disadvantage • meeting the needs of particular groups that are different from the needs of others • encouraging participation in public life 		✓		• •
<p>Foster good relations – tackle prejudice, promote understanding</p>			M	• •
<p>Use this box to summarise the score; note this could be both positive and negative. This information will then be transferred to the summary at the end.</p>	H		L	

12 AGE

This refers to children and adults of a particular age or age range.

Remember different age groups have different concerns e.g.

- violence is more likely to happen to you if you are a young man but the fear of crime can be debilitating if you are an older or lone woman.
- can all age groups access your service even on a dark winter night?
- children (people under 18) have a right to advice and information but this may need to be in a different format from the same information directed at adults
- when considering age/ children remember that some children are more vulnerable or have particular issues that may need additional consideration, for example children in poverty or Looked After Children (LAC).

Useful website: [UN Convention on the Rights of the Child](#) [Age UK](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	H			This strategy is for all Carers of all ages and aims to design and deliver services in a way that supports all ages of Carers.
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> • removing or minimising disadvantage • meeting the needs of particular groups that are different from the needs of others • encouraging participation in public life 	H			This strategy recognises the diverse needs of each age group and aims to respond to each Carers individual needs by developing appropriate services based on their input or designing personalised care plans based on each individual's needs. The strategy outlines services specific to different age groups, such as a Young Carers Projects and groups for older people.
<ul style="list-style-type: none"> • Foster good relations – tackle prejudice, promote understanding 	H			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways.
Summary	H			

13 DISABILITY

A person has a disability if they have a physical or mental impairment (including learning disabilities) which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

- How does this policy affect disabled people in Dumfries and Galloway?
- Is there any reason to believe that disabled people are being, or could be, adversely affected by this policy?
- Are there any impairment groups who are particularly adversely affected by the policy?
- Could your policy adversely affect individuals as a result of something arising from their disability?
- Does your policy ensure that the rights of people with learning disabilities to dignity, equality and non-discrimination are respected and upheld?

Useful websites and publications: [Disability Rights](#) [Equality and Human Rights Commission](#) [DGVoice](#)
[Keys to Life Report- Improving Quality of Life for People with Learning Disabilities](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	H			This strategy is for all Carers including those with a disability and aims to design and deliver services in a way that supports all Carers.
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> • removing or minimising disadvantage • meeting the needs of particular groups that are different from the needs of others • encouraging participation in public life 	H			This strategy recognises the diverse needs of Carers with disabilities and aims to respond to each Carers individual needs by developing appropriate services based on their input or designing personalised care plans based on each individual's needs.
<ul style="list-style-type: none"> • Foster good relations – tackle prejudice, promote understanding 	H			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways.
Summary	H			

14 SEX (GENDER)

This covers biological sex - whether you are a man, a woman or non-binary. Non-binary is used for people who don't feel male or female; they may feel like both, or something in between, or they may not relate to gender at all. Some prefer to use the pronoun "they" rather than he or she.

- e.g. does the function or policy take account of different roles and responsibilities?
 does it assume, perhaps wrongly, that men for example, have no caring responsibilities?
 is the function or policy flexible enough to provide a service that everyone can access?

Useful websites: [Scottish Women's Convention](#) [Fawcett Society](#) [Engender](#) [Equality and Human Rights](#) [A Voice for Men](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	H			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers.
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> removing or minimising disadvantage meeting the needs of particular groups that are different from the needs of others encouraging participation in public life 	H			This strategy promotes a personal outcomes approach. As well as support for all genders, there are specific supports through men's Carers Groups as men are less likely to take part in carers groups and also groups such as LGBT Plus and youth
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	H			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways.
Summary	H			

15 GENDER REASSIGNMENT (TRANSGENDER IDENTITY)

This covers both:

- **Gender reassignment**, which is the process of transitioning from one gender to another. Individuals in this category are often termed transsexual. Gender reassignment does not need to involve any medical supervision or surgical procedures; it could simply involve a permanent change of the social gender role in which the person lives their life, (for example through a permanent change of name and the way they dress).
- **Other transgender identities** - such as polygender, androgyne, intersex, cross-dressing and transvestite people. The terms **transgender** and **trans** are both widely used by equality organisations to refer to a diverse range of people who find their gender identity does not fully correspond with the sex they were “assigned” at birth. Although the term transgender does refer in part to transsexual people (see above), not all transgender people will undergo the process of gender reassignment, but may face similar barriers to access.
- e.g. does your policy, function or service include people of different gender identities? Will your facilities impede transgender individuals in any way?

Useful websites: [Equality and Human Rights](#) [Transgender Equality and Rights](#) [Equality Network](#) [LGBT Youth](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	M			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers.
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> • removing or minimising disadvantage • meeting the needs of particular groups that are different from the needs of others • encouraging participation in public life 	M			Through feedback from Transgender Carers, this group is not looking for specific services that are any different from the rest of the respondents
<ul style="list-style-type: none"> • Foster good relations – tackle prejudice, promote understanding 	M			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways
Summary	M			

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16 MARRIAGE AND CIVIL PARTNERSHIP

The rights and responsibilities that come with marriage and civil partnership are almost identical although civil partnerships in Scotland are currently only available to same-sex couples.

Under the Equality Act 2010 it is unlawful discrimination for people who are married or in a civil partnership to be treated less favourably in employment than people who are not married or in a civil partnership.

Equality legislation also protects people in relation to sexual orientation, which means that you cannot be treated less fairly as a same-sex couple than a mixed-sex couple would be treated.

Useful websites:

[Registration – Getting Married or Registering a Civil Partnership in Scotland](#)

[Marriage and Civil Partnership in Scotland](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	L			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers.
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> removing or minimising disadvantage meeting the needs of particular groups that are different from the needs of others encouraging participation in public life 	L			As above
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	L			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways
Summary	L			

17 PREGNANCY AND MATERNITY

Pregnancy is the condition of being pregnant/expecting a baby. Maternity refers to the period after the birth. Protection against maternity discrimination covers 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

e.g. Do you provide facilities for breastfeeding mothers?

Useful websites:

[Maternity Pay and Leave](#)

[Maternity Leave and Pay – ACAS](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	L			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers.
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> removing or minimising disadvantage meeting the needs of particular groups that are different from the needs of others encouraging participation in public life 	L			Although this group is not specifically targeted there is support through personal outcome planning
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	L			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways
Summary	L			

18 RACE

This refers to a group of people defined by their ethnic or national origins, race, colour, and nationality (including citizenship). All minority race and ethnic groups are covered including, for example, gypsies and travellers, Jews, English as well as visible minority groups like African, Caribbean and Asian.

Consider the impact your function or policy has on someone from a minority ethnic group. Remember the impact may differ depending on the gender, disability, faith, sexual orientation or age of the person as different cultures have different views on what is acceptable.

e.g. What about language and information? Is it in the right format?

Useful websites: [Equality and Human Rights](#) [BEMIS – Scotland’s Ethnic & Cultural Minority Communities](#) [CEMVO](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	L			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> removing or minimising disadvantage meeting the needs of particular groups that are different from the needs of others encouraging participation in public life 	L			Recognise potential barriers in terms of translation and the need to support integration of communities
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	L			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways
Summary	L			

19 RELIGION OR BELIEF

Religion is the worship or faith in a God or Gods but belief is wider and includes religious, spiritual and philosophical beliefs. It also includes lack of belief or no belief in religion (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

e.g. Does the function or policy take into account different festivals, holidays, religious days and traditions? Will the different faith beliefs impact on, for example, women from that group and exclude or prevent them from using the service?

Useful website: [Interfaith Scotland](#) [National Secular Society](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	L			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> removing or minimising disadvantage meeting the needs of particular groups that are different from the needs of others encouraging participation in public life 	L			Although this group is not specifically targeted there is support through personal outcome planning
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	L			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways
Summary	L			

20 SEXUAL ORIENTATION

Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes. This includes people who are heterosexual, lesbian, gay or bisexual.

e.g. What are the issues for this group in terms of your function or policy? Are the needs of this group being met?

Useful website: [LGBT Youth](#) [Stonewall Scotland](#) [Equality Network](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	L			This strategy is for all Carers and aims to design and deliver services in a way that supports all Carers
Advance equality of opportunity by having due regard to: <ul style="list-style-type: none"> removing or minimising disadvantage meeting the needs of particular groups that are different from the needs of others encouraging participation in public life 	L			Signposting to organisations specifically support people of different sexual orientations and taking into account any identified needs
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	L			Key focus of the strategy is to identify Carers, work in partnership with supporting services, groups and staff to build good relationships and be aware of referral pathways
Summary	L			

21 HUMAN RIGHTS

This is about protecting and promoting individuals' rights and freedoms in relation the Human Rights Act 1998. The UN Convention on the Rights of the Child has a much broader approach that may be of interest and reference although the focus of the Impact Assessment is the UK legislation, linked below.

1	The right to life – protects your life, by law. The state is required to investigate suspicious deaths and deaths in custody;
2	The prohibition of torture and inhuman treatment – you should never be tortured or treated in an inhuman or degrading way, no matter what the situation
3	The right to liberty and freedom – you have the right to be free and the state can only imprison you with very good reason – for example, if you are convicted of a crime
4	Protection against slavery and forced labour – you should not be treated like a slave or subjected to forced labour;
5 and 6	The right to a fair trial and no punishment without law - you are innocent until proven guilty. If accused of a crime, you have the right to hear the evidence against you, in a court of law
7	Respect for privacy and family life – protects against unnecessary surveillance or intrusion into your life
8	Freedom of thought, religion and belief – you can believe what you like and practise your religion or beliefs
9 and 10	Free speech and peaceful protest – you have a right to speak freely and join with others peacefully, to express your views
11	The right to marry - you have the right to marry and raise a family
12	No discrimination – everyone's rights are equal. You should not be treated unfairly – because, for example, of your gender, race, sexuality, religion or age
13,14 and 15	Protection of property, the right to an education and the right to free elections – protects against state interference with your possessions; means that no child can be denied an education and that elections must be free and fair

Please refer to the Guidance for more information.

Useful Websites and documents: [Scottish Human Rights Commission](#), [Equality and Human Rights Commission](#)
[A Guide to the Human Rights Act for Public Authorities](#)
[UN Convention on the Rights of the Child](#)

How does your policy affect people’s human rights?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate discrimination, harassment, victimisation or any other prohibited conduct	L			7,8,12 This strategy is not actively promoting human rights, nor is the strategy trying to hamper human rights
Advance the aims of the Human Rights Act <ul style="list-style-type: none"> Prevent breaches of human rights Respect people’s rights 	L			7,8,12 This strategy is not actively promoting human rights, nor is the strategy trying to hamper human rights
<ul style="list-style-type: none"> Foster good relations – tackle prejudice, promote understanding 	L			7,8,12 This strategy is not actively promoting human rights, nor is the strategy trying to hamper human rights
Summary	L			

22 HEALTH & WELLBEING and HEALTH INEQUALITIES

This is about physical and mental health and wellbeing and includes e.g. feelings of safety and security, leisure activity, participation, creativity, affection and developing/achieving your potential. It also covers all aspects of poverty including income and fuel poverty, lack of confidence and self-esteem.

Think about the determinants of health and the different causes of health inequalities:

- **fundamental causes** like macro-economic position, societal values about fairness and equity
- **wider environmental influences** like availability of jobs; physical environment e.g. pollution, housing, food production, learning, availability services, democratic engagement
- **individual experiences** like mental health and wellbeing, family income, home and heating, diet and nutrition, exercise and physical activity, substance use, learning, readiness for school, ability to navigate services, connectedness, community involvement and personal resilience

Think about the different causes and types of poverty:

- Will this policy give people and families experiencing poverty the opportunity to make sure that their **voice is heard**?
- Will the policy support people experiencing poverty to **move from dependence to independence**?
- Will the **information and services be easy to access**?
- Will the policy **provide services that meet the needs of people** experiencing poverty?

Think about how this policy will impact on increasing opportunities for:

- Participation in physical activity
- Accessing healthy food choices
- Promoting positive mental health and wellbeing

Useful websites and publications: [Health Services](#) [Health Inequalities in Scotland](#) [Joseph Rowntree Foundation](#) [Dumfries and Galloway Council Tackling Poverty](#)

How does your policy impact on health and wellbeing and health inequalities?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate inequalities and increase access to opportunities for improving health and wellbeing	M			<p>Services are developed based on population wide data and personal outcome plans include a section on health and wellbeing.</p> <p>Taking into account identified barriers and how each individual views their health</p>
Advance opportunities for increasing health and wellbeing across the whole population	M			<p>It's known that the caring population have a higher rate of report bad or very bad health.</p> <p>An area of focus of the strategy is on health and wellbeing</p>
Foster good practice for population wide health and wellbeing	M			The strategy makes the link across a range of supports to offer options for people to health and wellbeing
Summary	M			

23 ECONOMIC AND SOCIAL SUSTAINABILITY

This is about e.g. pay, employment opportunities, assisting businesses to develop or grow, welfare to work schemes and disadvantaged groups, local self-help schemes, and valuing and supporting voluntary work. It also covers issues around aspects of poverty including individual and community resilience.

How will your policy impact on e.g. social status, employment (paid or unpaid), opportunities to expand on learning experiences, opportunities for volunteering, encourage investment in skills and training, assist people on low incomes or support other disadvantaged groups in any way, help people access advice on financial inclusion, availability or delivery of services for people living rurally, and increase access to facilities for arts, cultural and leisure pursuits.

How will the policy work in rural areas where the existing infrastructure is typically less developed or where infrastructure does not exist (e.g. mains gas, fast broadband connections)?

Does your policy encourage the payment of the Living Wage?

Useful websites and publications: [Poverty Alliance](#) [Scottish Living Wage](#)

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate disadvantage or inequality	L			<p>Promote income maximisation and link to support in the wider community</p> <p>Make people aware of options available to them.</p> <p>30% of working age Carers are looking after home or family and</p>
Advance opportunities for individuals	L			<p>It is not the role of this strategy to promote economic and social sustainability however there are some impact on assisting people on low incomes and investment in skills and training.</p>
Foster good relations and sustainability of communities	L			<p>Some of the work in this strategy will support income maximisation</p>

Summary

L		
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24 ENVIRONMENTAL SUSTAINABILITY, CLIMATE CHANGE AND ENERGY MANAGEMENT

This is about enhancing the built environment, preserving local heritage, reducing the need to travel by improving or adding to local facilities, conditions for pedestrians and cyclists and promote public transport, living conditions such as housing and green spaces, biodiversity, the amount of emissions, fuel consumption, fuel use, renewable energy technologies,

If the effect or possible effect is minimal, no action is required under the requirements of Strategic Environmental Assessment (SEA) but there is a duty under the Environmental Assessment Scotland Act 2005 to notify the SEA authorities. There are templates available to help this process. This should be noted on the summary sheet.

If there is any likely positive or negative environmental effect, a full SEA may be required.

In order to comply with the Climate Change (Scotland) Act and [Carbon Reduction Commitment Energy Efficiency Scheme](#) organisations must maintain accurate records and data with regard to its Emissions. If your policy may lead to a change in levels of emissions, has account been taken of the need to accurately record this data?

Will your policy affect infrastructure, land or buildings?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
Eliminate bad practice particularly in waste and carbon usage		x		This strategy is not aimed at contributing to Environmental Sustainability, climate change and energy management.
Advance good practice, particularly the use of innovative technology		x		This strategy is not aimed at contributing to Environmental Sustainability, climate change and energy management.
Foster a culture of personal responsibility		x		This strategy is not aimed at contributing to Environmental Sustainability, climate change and energy management.
Summary		x		

25 SUMMARY OF IMPACT

Summarise your results from section 12 to 24 in the table below by highlighting (use 'bold') the relevant answer

<u>Impact Area</u>		<u>Positive Impact</u>			<u>No Impact</u>			<u>Negative Impact</u>		
Age	High	Medium	Low		No Impact	Low	Medium	High		
Disability	High	Medium	Low		No Impact	Low	Medium	High		
Sex	High	Medium	Low		No Impact	Low	Medium	High		
Gender reassignment and Transgender	High	Medium	Low		No Impact	Low	Medium	High		
Marriage and Civil Partnership	High	Medium	Low		No Impact	Low	Medium	High		
Pregnancy and Maternity	High	Medium	Low		No Impact	Low	Medium	High		
Race	High	Medium	Low		No Impact	Low	Medium	High		
Religion or belief	High	Medium	Low		No Impact	Low	Medium	High		
Sexual orientation	High	Medium	Low		No Impact	Low	Medium	High		
Human Rights	High	Medium	Low		No Impact	Low	Medium	High		
Health & Wellbeing & Health Inequalities	High	Medium	Low		No Impact	Low	Medium	High		
Economic & Social Sustainability	High	Medium	Low		No Impact	Low	Medium	High		
Environmental Sustainability, Climate Change and Energy Management	High	Medium	Low		No Impact	Low	Medium	High		

Total Positive Impacts = 12	Total No Impacts = 1	Total Negative Impacts = 0
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Positive and No Impact(s) - the Policy needs no further IA at this stage. Transfer the totals to the Summary Sheet for publication
 Negative Impact(s) - please complete section 26

26 If Negative Impact(s) have been identified choose the most appropriate option below (a, b or c). Once you have identified your option, record your decision in the table below highlighting the Impact Area and action to be taken.

- a. **unjustifiable** - your policy must be revised and rewritten to remove the negative impact. This is the concept of 'treat' in risk management
- b. **can be justified** without further consultation. The justification is noted and recorded and the policy is signed off. This is the concept of 'managed' in risk management
- c. **may or may not be justifiable** - the proposed justification for the risk is noted and the policy is then consulted upon at the level that is appropriate. For instance, an employment policy may require only internal consultation where as a service delivery policy may require partner and external consultation.

Impact Area	Option (a), (b) or (c)	Explanation and action to be taken

Once completed transfer the actions to the Summary Sheet for publication

Section 5 : Monitoring And Reviewing

	Guidance
<p>27 How will the implementation of the policy be monitored?</p> <p>The strategy contains a list of indicators by which the strategy will be monitored.</p>	<p>e.g. customer satisfaction questionnaires.</p>
<p>28 What (if any) environmental data is to be monitored and who is responsible for the collection of this data?</p> <p>Not applicable</p>	
<p>29 How will the results of the monitoring be used to develop the policy?</p> <p>There is a legal requirement that the strategy is reviewed at least once in the three years following publication. This data will be used to inform this.</p> <p>The IJB equality monitoring form will be used to gather further data that will be used to support the review of this strategy.</p>	<p>This information will be useful when you review the policy</p>
<p>30 When and how is the policy due to be reviewed?</p> <p>The Carers Programme Board will oversee the review of this strategy. There is a legal requirement that the strategy is reviewed at least once in the three years following publication. This data will be used to inform this.</p>	<p>Detail who is responsible. If there are a significant number of negative impacts, then an earlier date may be recommended</p>

Section 6 : Quality Assurance and Public Reporting of Results

(information required for the Summary Sheet)

The organisation is required to publish the findings and results of all IAs conducted.

Monitoring of IA returns will be carried out by expert advisors and may result in additional information being required or a revised assessment.

The lead person is responsible for collating the key comments and actions onto the summary sheet below. All members of the group should receive a copy. A copy should also be sent to the lead Service for action.

The summary information should be reported as part of the approval process for the policy and will be the basis of the information on IA for the Committee report where a report to Committee is required.

The lead person is responsible for sending a copy of this completed Impact Assessment Toolkit form to the relevant service for the lead organisation where it will be quality assured and then part or all will be published on the public website.

For Dumfries and Galloway Council this is the Planning and Performance Unit - email it to ImpactAssessment@dumgal.gov.uk
For NHS Dumfries and Galloway email it to lynsey.fitzpatrick@nhs.net

**SUMMARY SHEET
SUMMARY OF IMPACT ASSESSMENT (IA)**

Policy	Carers Strategy 2017 - 2021	Date of process	5 September 2017
Lead service	Strategic Planning	Contact person for process	Linda Owen, Strategic Planning & Commissioning Manager

Names of those involved in process

<p>Lynsey Fitzpatrick, NHS Equality and Diversity Lead Lorrain Hyland, IJB Equality and Diversity Lead Yen Hongmejin, Carers Project Worker, DGMA Linda Owen, Strategic Planning & Commissioning Manager</p>

Summary of IA

It is a requirement to publish the findings and results of all IAs conducted. The publication should include a summary of the following:

Research and data (section 3)	<p>Integration Joint Board Strategic Needs Assessment 2016 - 2019 Children & Young People Strategic Needs Assessment 2017-2020 http://www.dg-change.org.uk/strategic-plan/</p> <p>Carers Trust Value of Carers Report https://www.sheffield.ac.uk/polopoly_fs/1.546409!/file/Valuing-Carers-2015.pdf</p>
Impact Assessment (section 4)	<p>From the summary table at number 25 list the:- Positive Impact(s) – 12 (2 high, 1 medium and 9 low) No Impact(s) – 1 Negative Impact(s) – 0</p>
Monitoring and review (section 5)	<p>The Carers Programme Board will oversee the review of this strategy. There is a legal requirement that the strategy is reviewed at least once in the three years following publication.</p>

Summary of actions arising from the Impact Assessment

Transfer details from table at number 26

Actions	Responsibility	Timescale

