

## Impact Assessment Tool

This Tool has been developed to ensure that equalities, human rights, economic and social factors are being considered ahead of the implementation of any new or revised policies, plans, projects, practices or strategies. Please note for the purpose of this document these will be grouped together and simply referred to as ‘**activity**’.

<b>General Information</b>			
Name of activity	Dumfries and Galloway Health and Social Care Workforce Plan		
Lead person and job title	Tracy Parker James McDowall Claire Brown Cara Gillespie		
Contact Information ( <i>telephone and/or email</i> )	<i>Tracy.parker6@nhs.scot</i>	Date of this assessment	22/02/2022
Names and roles of those involved in the impact assessment process	James McDowall Anna Tuite Cara Gillespie Liz Forsyth Laura Durling Niomi Nichol Lynsey Fitzpatrick Kerry Riddell Tracy Parker		
Describe the activity in no more than 200 words	<p><b>The aim of this plan is that by 2025 we will have a motivated and valued health and social care workforce with the competence and confidence to meet the needs of the people of Dumfries and Galloway.</b></p> <p><b>To achieve this aim we need to meet these objectives.</b></p> <ol style="list-style-type: none"> <li>1. By 2025 we will continue to develop our workforce to have the right values, behaviours, knowledge, skills, and confidence to deliver evidence based person centred care and support people’s wellbeing as close to home as possible</li> <li>2. By 2025 we will develop sustainable models of working across the Partnership that will continue to deliver responsive health and social care to meet the needs of the people of Dumfries and Galloway</li> <li>3. Our health and social care workforce do their best work in strong teams, we will further build on this so that by 2025 our entire workforce feels valued and is valued.</li> </ol>		
How will <b>people</b> be affected by this activity?	The workforce across the Partnership.  Increased workforce resilience/creating a robust workforce Fairer working practices		

	<p>Recruitment and Retention D&amp;G receive high quality health and social care services at the right time and in the right place. This Workforce Plan assists to achieve this. In Learning and Development will raise the issue of opportunities for people with LD to work or volunteer</p>
Who has been <b>involved</b> in the development of this activity and in what capacity?	<p>Health and Social Care Integration Partnership Forum NHS Area Partnership Forum, NHS Staff Governance Committee NHS Board Staff side representatives part of core workforce planning group Integration Joint Board workshop Social Work Committee Scottish Care Engagement with Independent Sector and Third Sector D&amp;G providers D&amp;G apprenticeship board Learning academy Young people guarantee scheme Dumfries and Galloway Carers Centre</p>
Please include any evidence or relevant information that has influenced the overall decision being considered within this impact assessment	<p>Scottish Social Services Council workforce information Scotland's Census National Records of Scotland population estimates Scottish Household Survey Scottish Council for Voluntary Organisations website Vacancy data from Care Inspectorate website Strategic Needs Assessment from NHS DG website Scottish Care recruitment survey (<a href="#">Workforce Recruitment and Retention Survey - Interim Report - Scottish Care</a>)</p>

### Impact Assessment Questions

Please complete the table below and outline within the comments sections:

1. any evidence, relevant information or involvement that has influenced the decision on impact (this may also include demographic profiles, audits, research, health needs assessment, work based on national guidance, findings from engagement and consultation). Prompts are available on **page 4** to support discussion around potential impacts.
2. Mitigating measures that will be taken to ensure that no impact is negative

When assessing the impact on each protected characteristic, you should consider the following aims of the Public Sector Equality Duty:

- Does the proposed activity impact on the **elimination of discrimination**?
- Does the proposed activity contribute towards **advancing equality of opportunity** by removing or minimising disadvantages, meeting the needs of particular groups and encouraging participation in a particular activity?
- Does the proposed activity **foster good relations** between different groups?

Protected Characteristics/Impact Areas	What will the positive impacts be?	What will the negative impacts be?	What measures will be put into place to mitigate any negative impacts?
Age	<p>Younger people have been identified as a group we are looking to engage with to attract them into a career in health and social care.</p> <p>Older people helped back into the workforce to reduce. Specifically mentioned in the plan – number of people retiring.</p> <p>Young Carers helping them into employment to allow them to develop their own careers. Using the Learning Academy to help young Carers study around their caring duties.</p> <p>Middle age group who may have left the region may be tempted back by employment and lifestyle opportunities.</p>	<p>People already in work can be in their role for a long time which is good but career progression can be challenging for new employees.</p> <p>Managers need training and time to enable them to develop and support new young people within the workforce and provide their training.</p> <p>Attracting new people who could find the work different to their expectations.</p> <p>Requirement to have registrations prior to work can be a deterrent.</p> <p>Risk of burnout without the level of resilience required</p>	<p>Training to support employer of young workforce to assist their transition into the world of work.</p> <p>Bounce back better ...</p> <p>Education of what the carer role is, the positive and good elements of the job</p> <p>Recruitment campaigns for young people that show what is attractive</p> <p>Market the flexible approach, shifts of the job</p> <p>Training for managers to see the positive in flexible approaches</p> <p>Promote volunteering opportunities as a route into employment to understand the role fully</p>
Disability	<p>Inc Learning Disability less likely to be in work or volunteering.</p> <p>By increasing employment opportunity to people with Disability then can reduce</p>	<p>Training and education for managers to be supportive of disabled staff.</p> <p>Recruitment materials should aim to be inclusive and attractive to all</p>	<p>Data for this area isn't explicit in the plan. People may not feel safe in identifying that they would identify as disabled.</p> <p>Training for managers to see the</p>

	<p>inequalities.</p> <p>Use of inclusive language and imagery can assist recruitment.</p> <p>Disability confident employers can provide.</p> <p>Reasonable adjustments to work can assist</p>	<p>people in the community looking for work.</p> <p>Some older people or people with multiple conditions may not identify as disabled.</p> <p>Data for this area isn't explicit in the plan. People may not feel safe in identifying that they would identify as disabled.</p>	<p>positive approaches</p> <p>Recruitment materials to offer across all</p> <p>Engagement with communities to understand the barriers to employment</p> <p>Improved workforce data</p> <p>Promote DWP Access to Work/Employer Disability</p>
<b>Sex</b>	<p>Our workforce is predominately female. Attracting equal numbers from both genders and being aware of social stereo typing roles as being preferred by specific genders.</p> <p>Staff networks: a women's network is planned.</p>	<p>Data for Non binary employee is not currently available.</p> <p>We need to ensure our recruitment activities make it clear non binary will be fully included/supported/valued</p> <p>Potentially pay t's and c's all have massive impacts on women- low pay, part-time hours, zero hour contracts etc. Complicated because many women in the care workforce want these roles- fit well with other commitments inc family caring</p>	<p>Gender pay gap is monitored and generates work to reduce gender inequality.</p> <p>Caring responsibilities may impact different genders in different ways and therefore the proportion of women may reflect personal life chooses.</p> <p>The Staff Networks are designed to provide opportunities for people experiencing <b>inequality</b> to support each other and work towards positive change.</p> <p>Does this also lead into the fact that there continues to be conversations that H&amp;SC is about support and care delivery but there are actually a whole host of</p>

			opportunities in H&SC that can offer increased flexibility, career pathways, pay etc.
<b>Gender reassignment and Transgender</b>	Hybrid working may enable people to be themselves and to support recovery post surgery.	Facilities and buildings may not be accessible to people going through transition and non binary people.  ID identifying badges at work may not reflect the gender they are currently living as.	Training for managers to ensure they are aware of the impacts on people with them.
<b>Marriage and Civil Partnership</b>	Terms and conditions of employment across the Partnership promote no favour or discrimination on the basis of marital status. They also discourage assumptions about relationship status.		
<b>Pregnancy and Maternity</b>	Remote and hybrid working can assist during pregnancy.  Shared parental leave can enable staff to share leave to suit their personal circumstances.  Flexible and digital working  The actions under Theme 3, Ambition 2 are likely to have a positive impact in regard to pregnancy & maternity	Information that maternity pay can be annualised could be improved.  Support for breast feeding mothers could be improved.  Differences in terms and conditions can impact the choices available to staff.  Changes to contract type for both genders need to be available to enable people to amend working	Equity for both gender around changes to working hours and education for managers.

		<p>hours.</p> <p>T&amp;C's is a good one here as NHS and DGC will offer enhanced Mat Leave but other partner Organisations may only offer SMP or Maternity Allowance (another recruitment/retention issue)</p> <p>Most TSOs only have the offer of SMP or Mat Allowance which is a real issue</p>	
<b>Race</b>	<p>Staff networks for LGBT and Black and Ethnic minorities.</p> <p>Overseas recruitment is highlighted in the Workforce Plan</p> <p>Ethnic Minority network group in place, still new but developing further to support staff across the partnership</p>	<p>Data by race are not currently available across the partnership</p> <p>We know nationally that there is a pay gap related to ethnicity.</p> <p>We also know that career progression for employees from ethnic minority communities is an issue</p>	<p>Promote ethnic minority staff groups.</p> <p>Access any national support available to support organisations to improve data collection.</p> <p>Employees encouraged to record diversity in HR systems.</p>

<p><b>Religion or belief</b></p>	<p>As we develop our workforce profile we will understand more fully our workforce diversity.</p> <p>Spiritual and religious care is recognised as an important factor for some people and should be available to those receiving or delivering health or social care and support.</p>	<p>Limited workforce data on religion or belief.</p>	<p>Hospitals and residential care homes in Dumfries and Galloway try to accommodate cultural, religious, spiritual beliefs wherever possible and are respectful of those needs for both the person in receipt of care and their Carers.</p> <p>It is acknowledged that further efforts are required to build relationships with religious and spiritual leaders to ensure information is shared across all communities</p>
<p><b>Sexual orientation</b></p>	<p>There is an LGBT+ Staff Network across the partnership Training and awareness raising in relation to equality and diversity(including sexual orientation) should be embedded across all sectors involved in the delivery of health, care and support.</p>	<p>Data by sexual orientation is currently limited.</p>	
<p><b>Carers</b></p>	<p>See above for young Carers.</p> <p>Young carers have been identified as a group we are looking to engage with to attract them into a career in health and social care.</p>	<p>Workforce data on carers is an area we would like to develop further as there are gaps currently</p>	

	<p>Young Carers helping them into employment to allow them to develop their own careers. Using the Learning Academy to help young Carers study around their caring duties.</p> <p>Supporting carers in their caring role is identified in the plan</p>		
<b>Human Rights</b>	SCP/Feeley report		
<b>Health &amp; Wellbeing &amp; Health Inequalities</b>	Hybrid working and working in different ways could allow people to work in ways to support their health and wellbeing needs.	Important to recognise that some staff do not have home wifi for example and hybrid working arrangements need to be as flexible as possible.	
<b>Economic &amp; Social Sustainability</b>	Work being undertaken through the Workforce Plan on recruitment and retention of staff will hopefully support economic and social sustainability by 'growing our own' or encouraging people to move to our area for work.		
<b>Staff</b>	The need for the development of learning and employment and recruitment opportunities for staff across health and care has been highlighted and is being addressed		

	through the Workforce Plan.		
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Where any potentially negative impacts are identified on page 2 of this document, **the mitigating/follow up actions must be fully documented.**

Does the activity have the possibility to support or detract from our efforts to promote the inclusion of people from under-represented groups?	The plan supports our efforts to promote inclusion for example the actions in the plan to ensure our job adverts use inclusive language to ensuring there are diverse volunteering opportunities	
Does this activity require consideration of the <a href="#">Fairer Scotland Duty</a> ? If yes, please outline the steps taken to meet the needs of the duty.	In work poverty, Use of food banks	
Please indicate how are you ensuring the information about the activity and around the proposed changes is accessible in terms of communication in the following formats:	Easy Read	
	British Sign Language	
	Alternative Languages	
	Large Print	
	Other (please specify)	
How will you monitor the ongoing impact of the activity on protected characteristic groups?	Annual review of the EQIA	
Please outline next steps	Ongoing piece of work.	

When complete, the lead person should send a copy of the Impact Assessment Tool to the Equality and Diversity Lead by emailing it to – [dg.odl@nhs.scot](mailto:dg.odl@nhs.scot). The impact assessment will then be published on the NHS Dumfries and Galloway public website at [www.nhsdg.co.uk](http://www.nhsdg.co.uk)

Please take 5 minutes to share your experience of completing this Impact Assessment by completing [this short survey](#)

**Please note** that this is a legal document stating that you have fully considered the impact on the protected characteristics and is open to scrutiny by service users/external partners/Equality and Human Rights Commission.