

Equality Impact Assessment Template – Policy, Function or Strategy

This document should be completed when a new policy, function or strategy is introduced or when a substantive change to an existing policy, function or strategy is recommended. This will ensure equality considerations are taken into account before a decision is made and the policy, function or strategy can be altered, if required.

1. Policy, function or strategy						
a.	Name/description of the policy, function or strategy ¹	Cost of Living Support via extension of Section 12/22 legislation, issue of funds via 3 rd sector partners to community organisations (for onward distribution to those affected by cost of living crisis), and delivery of warm boxes				
b.	Responsible organisation(s)/Lead Service	Inverclyde HSCP/Finance, Planning and Resources				
c.	Lead Officer	Marie Keirs, Senior Finance Manager				
d.	Date of Impact Assessment	8/2/23				
e.	Partners/other Services involved in the development of the policy, function or strategy	CVS Inverclyde, Early Years (Inverclyde Council) for Warm Hand of Friendship contribution and warm boxes				
f.	Is the policy, function or strategy?	<table border="1"> <tr> <td>X</td> <td>New</td> </tr> <tr> <td></td> <td>Reviewed/Revised</td> </tr> </table>	X	New		Reviewed/Revised
X	New					
	Reviewed/Revised					
g.	What is the purpose of the policy, function or strategy (include details of any new legislation which prompted the introduction of the policy, function or strategy or the substantive change to the policy, function or strategy)?	To distribute assistance in the form of cash grants, supermarket vouchers, electronic paypoint payments (once available) and warm boxes to residents of Inverclyde who may be affected by the cost of living crisis.				
h.	What are the intended outcomes of the policy, function or strategy?	To alleviate destitution related to the cost of living crisis for Inverclyde residents.				

¹ Please attach details of the policy, function or strategy to this Template

i.	Geographical area (Inverclyde-wide or a specific location)	Inverclyde wide	
j.	Which parts of the Equality Duty will the policy, function or strategy impact on?	<input type="checkbox"/>	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
		X	Advance equality of opportunity between people of different groups
		<input type="checkbox"/>	Foster good relations between people from different groups
k.	Will those who may be directly or indirectly affected by the policy, function or strategy be involved in its development?	No	

2. Does the policy, function of strategy impact on:		
	Yes	No
a. Protected Characteristics under The Equality Act 2010: Age; Disability; Gender Reassignment; Pregnancy and Maternity; Race; Religion and Belief; Sex; Sexual Orientation (see Section 3)		X
b. Reducing inequalities of outcome caused by socio-economic disadvantage – Fairer Scotland Duty ² (see Section 6)	X	
c. Local Outcomes Improvement Plan (LOIP) 2017/22 ³ (see Section 7)	X	
d. Corporate Plan 2018/22 ⁴ (see Section 8)	X	

² [Fairer Scotland Duty: guidance for public bodies](#)

³ [Local Outcomes Improvement Plan 2017/22](#)

⁴ [Corporate Plan 2018/22](#) (agenda item 5)

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3. If 'Yes' is selected for any part of Section 2, please populate the other relevant Sections of this Template.

4. If 'No' is selected for every part of Section 2, please state the reasons for this.

**Please sign below and email a copy of this Template to Karen Barclay, Corporate Policy and Performance Officer:
karen.barclay@inverclyde.gov.uk**

Signature:

Date:

3. Impact – Protected Characteristics

Which of the Protected Characteristics will the policy, function or strategy have an impact upon?

Protected Characteristic	Impact					Reasons/Comments
	Positive		Neutral	Negative		
	High	Low			High	Low
Age			x			
Disability			x			
Gender Reassignment			x			
Marriage and civil partnership			x			
Pregnancy and maternity			x			
Race			x			
Religion and belief			x			
Sex			x			

Sexual orientation			x			
Other groups to consider			x			
<ul style="list-style-type: none"> Carers 						

4. Which parts of the Equality Duty will the policy, function or strategy have an impact upon?	
<input type="checkbox"/>	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
X	Advance equality of opportunity between people from different groups
<input type="checkbox"/>	Foster good relations between people from different groups

5. Impact – groups	
From the information you have highlighted above, describe the positive and negative impacts and the groups affected under The Equality Act 2010.	
Positive impacts + <i>(Describe groups affected.)</i>	Negative impacts - <i>(Describe groups affected.)</i>

6. Impact – Fairer Scotland Duty

What impact will this policy, function or strategy have on reducing inequalities of outcome caused by socio-economic disadvantage?

Positive impact +	Neutral impact =	Negative impact -
x		
<p>Briefly describe how the policy, function or strategy will impact on reducing inequalities of outcome.</p> <p>The support being provided will have a positive impact on individual and families affected by the cost of living crisis by providing immediate support without the need for social work referral.</p>		

7. Impact – LOIP 2017/22

Which Priority/Priorities from the LOIP 2017/22 will this policy, function or strategy impact on?

<input type="checkbox"/>	1. Population: Inverclyde's population will be stable and sustainable with an appropriate balance of socio-economic groups that is conducive to local economic prosperity and longer term population growth
X	2. Inequalities: There will be low levels of poverty and deprivation and the gap between the richest and poorest members of our communities will be reduced (This may already have been highlighted at Section 6.)
<input type="checkbox"/>	3. Environment, culture and heritage: Inverclyde's environment, culture and heritage will be protected and enhanced to create a better place for all Inverclyde residents and an attractive place in which to live, work and visit
X	4. The local economy: Inverclyde has a thriving and diverse local economy, economic activity is increased and skills development enables both those in work and those furthest from the labour market to realise their full potential
<p>Briefly describe how the policy, function or strategy will impact on the LOIP Priority/Priorities.</p>	

Positive impact on 2. Inequalities by providing immediate support to individuals and families affected by the cost of living crisis.

Positive impact on 4. The local economy. Providing this support to families and individuals will mean that they are able to utilise the cash/vouchers in the local area.

8. Impact – Corporate Plan 2018/22

Which Priority/Priorities from the Corporate Plan 2018/22 will the policy, function or strategy impact on?

<input type="checkbox"/>	1. To promote Inverclyde, to both residents and visitors alike, as a great place to live, work and visit
<input type="checkbox"/>	2. To work collaboratively, to enable strong, connected and empowered communities, particularly in areas of deprivation, so that residents have influence and control over the things that matter to them
<input type="checkbox"/>	3. To grow the local economy in a way that creates opportunities for all our residents, including access to good quality jobs
X	4. To reduce the prevalence of poverty and, in particular, child poverty in our communities
<input type="checkbox"/>	5. To safeguard, support and meet the needs of our most vulnerable families and residents
<input type="checkbox"/>	6. To improve the health and wellbeing of residents so that people live well, and for longer
<input type="checkbox"/>	7. To protect and enhance our natural and built environment
<input type="checkbox"/>	8. To preserve, nurture and promote Inverclyde's unique culture and heritage
X	9. To deliver services that are responsive to community needs and are underpinned by a culture of innovation, continuous improvement and effective management of resources
X	10. To develop motivated, trained and qualified employees who deliver quality services that meet current and anticipated service needs

Briefly describe how the policy, function or strategy will impact on the Corporate Plan Priority/Priorities.

4. Positive impact - Allows staff/community organisations to deal with immediate issues of deprivation, poverty and child poverty across Inverclyde where the need is highlighted.
9. Positive impact - This initiative demonstrates our ability to be responsive to community needs and to allocate resources in a manner appropriate to the ongoing wider economic issues.
- 10 Positive impact – allows staff to become more involved in current needs of services users via the extension of Section 12 and Section 22 legislation.

9. Evidence

What evidence do you have to help identify any potential impacts of the policy, function or strategy?

Note: Evidence could include information from consultations, surveys, the Citizens' Panel, focus groups, interviews, projects, user feedback, complaints, Officers' knowledge and experience, equalities monitoring data, publications, research, reports, and local and national groups.

Evidence	Details
Consultation/Engagement (including any carried out while developing the policy, function or strategy)	Knowledge and understanding of other authorities' policies and actions in this area (i.e. Glasgow HSCP – Section 22 extension). Knowledge of the wider economic issues contributing to the current cost of living crisis.
Research	As above
Officers' knowledge and experience (including feedback from frontline staff)	As above
Equalities monitoring data	

User feedback (including complaints)	
Stakeholders	
Other	
Are there information gaps and, if so, what are these?	

10. Consequences of analysis

What steps will you take in response to the findings of your analysis? Please select at least one of the following and provide a brief explanation.

a.	Continue development with no changes	<input checked="" type="checkbox"/>	Continue with agreed approach. Impact analysis shows only positive outcomes of the initiative and no negative impact.
b.	Continue development with minor alterations	<input type="checkbox"/>	
c.	Continue development with major changes	<input type="checkbox"/>	
d.	Discontinue development and consider alternatives (where relevant)	<input type="checkbox"/>	

How will the effect of the policy, function or strategy be monitored following implementation?

Officers will be monitoring the issue/spend of funds closely and also data with regard to geographical and SIMD (Scottish Index of Multiple Deprivation) areas, number of payments and a split to whether we have assisted families/individuals will be gathered to inform future plans/findings.

When is the policy, function or strategy due to be implemented?

6/2/23

When will the policy, function or strategy be reviewed?

Expectation that funds will be utilised within a few months therefore no review required. Lessons learned at end of process are likely to inform future payments strategies/Section 12 and 22 processes.

What resources are available for the implementation of the policy, function or strategy? Have these resources changed?

Within existing resources for staffing.

Underspend of £430,000 identified to implement the grants/payments.

11. Please use the space below to detail any other matters arising from the Equality Impact Assessment process, including what action could be taken to mitigate the impact of the policy, function or strategy.

Details of the Person(s) who completed the Assessment: <i>Marie Keirs</i>	
Name:	Marie Keirs
Position:	Senior Finance Manager
Date:	8/2/23
Authorised by: <i>Kate Rocks</i>	
Name:	Kate Rocks
Position:	Chief Officer
Date:	09/02/23

Thank you for your assistance with the completion of this task.

Please send a copy of the completed Template to Karen Barclay, Corporate Policy and Performance Officer at karen.barclay@inverclyde.gov.uk.