

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	IJB Reserves strategy and updated position
b.	Responsible organisation(s)/Lead Service	Craig Given
c.	Lead Officer	Craig Given
d.	Date of Impact Assessment	29/06/2023
e.	Partners/other Services involved in the development of the policy, function or strategy	Regular discussions were held with the Senior Management Team (SMT) and development sessions took place with the Integration Joint Board (IJB) as part of the overall budget setting process.
f.	Is the policy, function or strategy?	<input type="checkbox"/> New
		<input checked="" type="checkbox"/> 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)?	As part of our external audit requirements, we are required to review and update our reserves strategy. We are also required to provide an update on the performance of our reserves on a yearly basis.
h.	What are the intended outcomes of the policy, function or strategy?	The outcomes are for the Integration Joint Board (IJB) to have a well-informed knowledge of the various reserves we hold, the different categories and the various risk factors attached to each reserve.

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

i.	Geographical area (Inverclyde-wide or a specific location)	Inverclyde Integration Joint Board (IJB) wide	
j.	Which parts of the Equality Duty will the policy, function or strategy impact on?		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
			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)

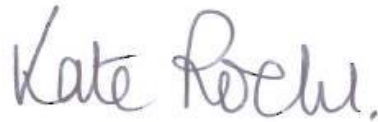
3. If 'Yes' is selected for any part of Section 2, please populate the other relevant Sections of this Template.

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: 16.11.23

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 High	Low	Neutral	Negative High	
Age	X				The plan details a number of Earmarked Reserves which relate to age related groups, such as Winter Planning and older adult groups, and also children and family. These are resources specifically aimed at the enhancement of these services so can be viewed as having a positive impact.

Disability	X					The plan details several Earmarked Reserves which relate to disability related groups, such as Mental Health, Primary Care and Learning Disability reserves. These are resources specifically aimed at the enhancement of these services so can be viewed as having a positive impact.
Gender Reassignment			X			No impact in this area
Marriage and civil partnership			X			No impact in this area
Pregnancy and maternity			X			No impact in this area
Race	X					The Integration Joint Board (IJB) has a number of reserves which primarily focus on individuals within this characteristic. Again, as this is additional resources, this has a positive impact.
Religion and belief	X					The Integration Joint Board (IJB) has a number of reserves which primarily focus on individuals in this characteristic. Again, as this is additional resources, this has a positive impact.
Sex			X			No impact in this area
Sexual orientation			X			No impact in this area
Other groups to consider.			X			N/A

4. Which parts of the Equality Duty will the policy, function or strategy have an impact upon?

	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
	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 +	Negative impacts -
<p>This plan has positive impacts in a number of the protected characteristic groups and as this is primarily about the allocation of additional resources to meet the needs of specific groups, this presents a positive impact.</p> <p>Reserve Funds are established as part of good financial management. The purposes of reserve funds are:</p> <ul style="list-style-type: none"> a) As a working balance to help cushion the impact of uneven cash flows b) Act as a smoothing mechanism for longer term financial pressures c) As a contingency to cushion the impact of unexpected events or emergencies and d) As a means of building up funds, often referred to as earmarked reserves, to meet known or predicted liabilities 	

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 -
Additional resources	None	None
<p>Briefly describe how the policy, function or strategy will impact on reducing inequalities of outcome.</p> <p>This plan will help reduce inequalities as these resources are for specific areas and client groups. Information and data are carefully analysed to present within the plan detail, in order to target inequalities in marginalised groups and provide additional resources for improving on our current Inverclyde Services.</p> <p>The HSCP has given commitment within our overall strategic plan to reducing inequalities by building stronger communities and improving physical and mental health. This statement includes all marginalised groups.</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
<input type="checkbox"/>	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
<input type="checkbox"/>	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

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

8. Impact – Corporate Plan 2018/22

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

X	1. To promote Inverclyde, to both residents and visitors alike, as a great place to live, work and visit
X	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
	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
X	5. To safeguard, support and meet the needs of our most vulnerable families and residents
X	6. To improve the health and wellbeing of residents so that people live well, and for longer
	7. To protect and enhance our natural and built environment
	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
	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.

The plan will assist with the delivery of a number of specific projects, and further assist in the smoothing of the funding in areas of high risk across our local community.

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)	Discussions and meetings with Senior Management Team (SMT). Specific development session with the Integration Joint Board (IJB).
Research	Research into previous reserves strategies and our audit requirements. Also, research into the types of reserves available to set up.
Officers' knowledge and experience (including feedback from frontline staff)	Relevant accountancy experience and high level of knowledge and experience. The senior staff involved in the development and delivery of the Plan all have comprehensive knowledge and experience of the issues the document addresses.
Equalities monitoring data	We use Your Voice Advisory Network to encourage feedback from service users and this information is fed back to services to ensure this is all captured within the planning processes.
User feedback (including complaints)	N/A directly for this plan, however regular engagement with our local community is an ongoing part of our overall strategic planning and equalities improvement work, and actively encouraged as part of our planning processes.

Stakeholders	Main stakeholders are the Integration Joint Board (IJB) and the Senior Management Team (SMT). We understand the need for and have written the plan in language and tone that is user friendly for all, given that the accountancy data and information can be very complex.
Other	
Are there information gaps and, if so, what are these?	None

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		
b.	Continue development with minor alterations	X	The reserves policy changes based on the type of reserves we create and receive. For the most part these will be minor but this is heavily influenced by Government and Integration Joint Board (IJB) strategic direction, which can alter the nature of reserves required.
c.	Continue development with major changes		
d.	Discontinue development and consider alternatives (where relevant)		

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

The reserves are monitored 2 monthly as part of the budget monitoring process and then the overall strategy reviewed after a 12-month period.

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

The plan is live after approval at Integration Joint Board (IJB) in June 2023.

When will the policy, function or strategy be reviewed?

Annually.

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

Full resource detail is laid out in the report presented to the Integration Joint Board (IJB).

As at 31st March 2023 the balance on IJB reserves at the end of this financial year is expected to be £24.262m (£22.627m Earmarked and £1.635m General Reserves).

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:

Name: Craig Given

Position: Head of Finance, Planning & Resources / IJB Chief Financial Officer

Date: 29/06/2023

Authorised by:	
Name:	Kate Rocks
Position:	Chief Officer
Date:	16.11.23

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.

12 August 2022