

Scottish Borders Council

Stage 3 Equality Impact Assessment

(For use at the end of development project/proposal/policy development – prior to sign off)

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| 3.1 | Title of Proposal: | Co-production Toolkit |
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(Please enter the title or reference for your proposal)

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| 3.2 | Service Area: Department: | Social Work lead – with services across the organisation involved in developing People |
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(Please enter the department/service area submitting the proposal)

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| 3.3 | Description: | To develop a toolkit that promotes co-production and that can be used across the organisation when undertaking co-production activity, the aim of which is to support meaningful partnership engagement with community and service users when commissioning, designing, delivering and/or assessing services and support and improve outcomes. |
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(Please enter a full description of your proposal including its aims and objectives)

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| 3.4 | Impact Assessment | | | | |
| | Use the information you have gathered during the development of your proposal to identify the anticipated impacts of your proposal against the three arms of the Equality Duty. | | | | |
| | Equality Characteristic | Impact | | | Description |
| | No Impact | Positive Impact | Negative Impact | <i>Please enter your reasoning for your assessment based on the evidence you have gathered.</i> | <i>Please enter any mitigations if you have identified a negative impact &/ or recommendation for implementation</i> |
| | Age (Older or younger people or a specific age grouping) | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish, and in a way that works for them. The principles |

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| | | | | within the toolkit support the statutory principles within the Social Care Act 2013 (EIA at http://www.gov.scot/Publications/2012/03/9876/1) and Community Empowerment (Scotland) Act 2015 (EIA at http://www.gov.scot/Topics/People/engage/eiapt4). | |
| Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish, and in a way that works for them. The principles within the toolkit support the principles within the Community Empowerment (Scotland) Act 2015 (EIA at http://www.gov.scot/Topics/People/engage/eiapt4). | |
| Gender (Males, Females, Transgender or Transsexual people) | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish, and in a way that works for them. The principles within the toolkit support the principles within the Community Empowerment (Scotland) Act 2015 (EIA at http://www.gov.scot/Topics/People/engage/eiapt4). | |
| Race Groups: including colour, nationality, ethnic origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers) | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish and in a way that works for them. The principles within the toolkit support the principles within the Community Empowerment (Scotland) Act 2015 (EIA at http://www.gov.scot/Topics/People/engage/eiapt4). | |
| People with Religious or other Beliefs: different beliefs, customs (including atheists) | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish, and in a way that works for them. The principles within the toolkit support the principles within the Community Empowerment (Scotland) Act 2015 (EIA at | |

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| and those with no aligned belief) | | | | http://www.gov.scot/Topics/People/engage/eiapt4). | |
| Sexual Orientation , e.g. Lesbian, Gay, Bisexual, Heterosexual | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish, and in a way that works for them. The principles within the toolkit support the principles within the Community Empowerment (Scotland) Act 2015 (EIA at http://www.gov.scot/Topics/People/engage/eiapt4). | |
| Carers (those who have caring responsibilities for someone with an equality Characteristic) | | X | | The Toolkit states that service users/community members should be supported to enable them to participate as much or as little as they wish, and in a way that works for them. The principles within the toolkit support the principles within the Community Empowerment (Scotland) Act 2015 (EIA at http://www.gov.scot/Topics/People/engage/eiapt4). | |
| Employees (those employed by the Council including full time, part time and temporary) | | X | | The Toolkit will promote and support employees to undertake co-production. | |

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| 3.5 | Relevance to the Equality Duty in Summary: | |
| | What impact will your proposal have on the following : <i>(After considering all the available evidence what impact do you believe the implementation of this proposal will have in relation the Equality Duty?)</i> | |
| | Equality Duty | Reasoning: |
| | Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will proposal discriminate? Or help eliminate discrimination?)</i> | The Toolkit will help to eliminate discrimination through promoting equal opportunity for those that wish to participate in co-production activities. |
| | Promotion of equality of opportunity? | The Toolkit sets out to promote equality of opportunity for all in that |

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| | <i>(Will your proposal help or hinder the Council with this)</i> | appropriate support will be given to members of the community/service users who wish to be involved in co-production. |
| | Foster good relations? <i>(Will your proposal help or hinder the council s relationships with those who have equality characteristics?)</i> | The Toolkit will promote an inclusive approach to involving service users and/or members of the community that wish to participate in co-production activities with Scottish Borders Council. |
| 3.6 | Recommendations & Mitigation Please summaries all recommendations and mitigations for approval by the decision makers who will approve your proposal | |
| | Characteristic | Mitigation/Recommendation |
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| | | Approved Yes/No |

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| Signed Off (Sign off <u>must</u> be completed by Head of Service or Director) | | | |
| Name: | Elaine Torrance | Directorate: | People |
| Post: | Chief Social Work Officer | Date: | 31 May 2016 |

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| EIA Completed By | | | |
| Name | Clare Malster Susan Henderson | Service Area. | Strategic Policy Unit Social Work |
| Post | Strategic Community Engagement Officer Planning Manager (Adults) | Date | 16 March 2016 |

Next Steps:

| | Date |
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| Proposals Approved for Implementation: | |
| EIA Published: | |
| Date for Review of Findings: | |

If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.

For your records, please keep a copy of this Equality Impact Assessment form.