
Equality Impact Assessment



SHETLAND
ISLANDS COUNCIL

INTRODUCTION

An Equality Impact Assessment (EQIA) is an evidence-based approach designed to help the Council ensure that its policies, strategies and proposals for change meet the needs of everyone.

This Equality Impact Assessment (EQIA) enables you to assess what you're proposing against the Public Sector Equality Duty and the Fairer Scotland Duty. The EQIA process involves:

- Step 1: Develop a Clear Understanding of your Objectives: outlining details of your proposal and background information.
- Step 2: Data & Consultation: evidence sources for assessment.
- Step 3: Screening Assessment of Impact: completing the screening process to determine if the proposal requires completion of a full impact assessment. The screening process can stand alone as a final summary if no significant impacts are identified.
- Step 4: Full Impact Assessment: to enable a more detailed analysis of the proposal, the impacts and any mitigations or actions to be put in place. This Step may not be required depending on the outcome at Step 3.
- Step 5: Monitor & Review: setting out how impacts will be monitored.
- Step 6: Decision & Authorisation: setting out decision from impact assessment and authorisation.
- Step 7: Publication of Result

STEP 1: Develop a clear understanding of your objectives		
Title of your proposal*	Title of your proposal* Self-Directed Support Policy 2024-2027	
Do you have authority for your proposal?	Yes <input type="checkbox"/>	
	No <input checked="" type="checkbox"/>	The proposal is an update to the Self-directed Support Policy which guides how self-directed support is delivered locally and will be presented for approval at the following committees: Integrated Joint Board Education and Families Policy and Resources
Do you have budget for your proposal?	Yes <input checked="" type="checkbox"/>	Self-directed support provides the statutory framework for how social care is provided in Scotland. The proposal is an update to the Self-directed Support Policy which guides how self-directed support is delivered locally therefore this sits within existing budget.
	No <input type="checkbox"/>	
Lead officer (name and job title)	Ruth MacMillan, Executive Manager Adult Social Work Jordan Sutherland, Executive Manager Children's Social Work	
Is this a new or existing policy/ proposal? (include any information on previous relevant work)	This is an update to an existing policy and includes proposed policy changes following a period of improvement work which focussed on creating an equitable and sustainable model of resource allocation with a focus on individual choice and control for recipients of social care.	
Brief description of policy / proposal	Ensure equitable and sustainable resource allocation with a focus on choice and control through the implementation of key changes following implementation of the updated Self-directed support policy. Key changes include: 1) a move away from the current equivalency model to a resource allocation system which takes account of the Scottish Government's Self-Directed Support Improvement Plan 2023-2027 along with the Self-Directed Support National Framework of Standards and has: <ul style="list-style-type: none"> • Drawn on best practice across Scotland to develop an appropriate local system to provide adults requiring additional social care support with a timely upfront indicative relevant amount following assessment. 	

	<ul style="list-style-type: none"> • Demonstrates equity and fairness in the allocation of existing resources to meet identified needs. • Has the minimum necessary level of bureaucracy. • Is reliable, coherent and transparent and able to stand up to both internal/external scrutiny and audit. <p>2) The introduction of a threshold on spend for Adults in line with the cost of residential care with the introduction of resource allocation panel for packages which exceed the threshold due to exceptional level of need/exceptional circumstances</p> <p>3) The prioritisation of statutory service provision for Adults with substantial or critical need as defined by the National Eligibility Criteria (those with low or moderate need to be signposted to community based options where appropriate)</p>
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STEP 2: Data & Consultation	
What evidence sources are you using in making the assessments?	
Internal or existing data	Existing National policy, as highlighted above, was taken into consideration alongside existing internal data regarding current provision. Internal data collected includes the number of packages being provided and associated cost which indicated an unsustainable budget increasing year on year.
Consultations with officers or partner organisations	<p>Work undertaken alongside key stakeholders across Community Health and Social Care, Children’s Services and the third sector.</p> <p>Work undertaken alongside In Control Scotland, a registered charity and non-profit organisation, who have been working to promote best practice in self-directed support since 2007.</p>
Other:	A series of engagement and consultation sessions undertaken with those with lived experience, unpaid carers and staff. Sessions were undertaken both in person and online with in person sessions held in Brae, Sandwick and Lerwick. Those with lived experience and unpaid carers were also offered the chance to share their views by email, telephone and in-person individually. All individuals, and unpaid carers, currently receiving social care were sent leaflets inviting them to attend sessions and there was a press release shared widely in order to give those who may require social care in the future the opportunity to engage.

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STEP 3: Screening Assessment of Impact

Please identify the type of impact your proposal will have on those with a protected characteristic. A positive impact is likely to contribute to promoting equality or improving relations within an equality group. A negative impact could disadvantage that particular equality group. A brief explanation should be provided, based on the evidence or information gathered and outlined above.

[Equalities – Protected Characteristics](#)

Please identify the type of impact your proposal will have on those who fall into the following categories:

Age	Positive <input checked="" type="checkbox"/> The policy will have a positive impact on those within all age groups as it will help to ensure equitable and sustainable resource allocation with a focus on choice and control now and into the future. In addition it will ensure consistency of approach across Children’s and Adult Social Work which will improve experience at the point of transition.	Neutral <input type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:
Disability	Positive <input checked="" type="checkbox"/> The policy will have a positive impact on those who have a	Neutral <input type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:

	disability as it will help to ensure equitable and sustainable resource allocation with a focus on choice and control now and into the future.		
Gender Reassignment	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/> The Policy update does not have any particular impact in relation to those who have undergone or are undergoing gender reassignment.	Negative <input type="checkbox"/> please explain:
Marriage and Civil partnership	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update does not have any particular impact in relation to those who are married or in a civil partnership or otherwise.	Negative <input type="checkbox"/> please explain:
Pregnancy and Maternity	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update does not have any particular impact in relation to those who are pregnant or on maternity leave.	Negative <input type="checkbox"/> please explain:
Race	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update does not have any particular impact in relation to race.	Negative <input type="checkbox"/> please explain:
Religion or Belief	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update does not have any	Negative <input type="checkbox"/> please explain:

		particular impact in relation to religion or belief.	
Sex	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update does not have any particular impact in relation to sex.	Negative <input type="checkbox"/> please explain:
Sexual Orientation	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update does not have any particular impact in relation to sexual orientation.	Negative <input type="checkbox"/> please explain:
Fairer Scotland Duty - Socio-economic Inequalities	Please identify the type of impact your proposal will have on low income households.		
Low income / income poverty Those who cannot afford to maintain regular payments such as bills, food, clothing payments	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy will ensure that social care resources are allocated equitably and sustainably, for those who are eligible for support in line with the national eligibility criteria, which does not consider an individuals' financial circumstances. The update will therefore ensure equitable access to support. However, the implementation of a threshold may have a small impact for those who have a critical/high level of need but do not meet the criteria for exceptional	Negative <input type="checkbox"/> please explain:

		<p>circumstances, in terms of the choices available to them to meet their needs. Should an individual wish to remain at home but require above the threshold to enable them to do so, those with higher incomes may be able to “top up” their package while those on lower incomes may not have this option. This means that they may need additional support from unpaid carers or consider residential care. However, given those with higher incomes would be charged more, should they access residential care, than those on lower incomes, then it is only likely to affect very small numbers, so on balance, this impact is neutral.</p>	
<p>Low and/or no wealth Those who can meet basic living costs but have no savings for unexpected spend or provision for the future</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> As above, the Policy will ensure that social care resources are allocated equitably and sustainably for those who are eligible for support in line with the national</p>	<p>Negative <input type="checkbox"/> please explain:</p>

		eligibility criteria, which does not consider an individuals' financial circumstances. In terms of the introduction of a threshold, please see above.	
Material deprivation Those who cannot access basic goods and services, such as repair/replace broken electrical goods, heat their homes or access to leisure or hobbies	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Policy update relates to the statutory delivery of social care resources via self-directed support, material deprivation will be taken into account as part of the assessment for those with a social care need, however the purpose is not to deal with the issue of material deprivation.	Negative <input type="checkbox"/> please explain:
Area deprivation Consider where people live (such as rural areas) and where they work (accessibility and cost of transport)	Positive <input checked="" type="checkbox"/> The Policy update relates to the statutory delivery of social care resources via self-directed support; area deprivation will be taken into account as part of the assessment for those with a social care need and additional resources will be provided to support people who are unable to	Neutral <input type="checkbox"/>	Negative <input type="checkbox"/> please explain:

	access social care due to their locality/ rurality should they be assessed as eligible to receive this.		
Socio-economic background Social class, such as parents' education, employment, income	Positive <input checked="" type="checkbox"/>	Neutral <input checked="" type="checkbox"/> The Policy update relates to the statutory delivery of social care resources via self-directed support, socio-economic background will not be taken into account as part of the assessment for those with a social care need.	Negative <input type="checkbox"/> please explain:

Outcome of Screening Process		
If any negative impacts have been identified above, a Full Impact Assessment will be required (Step 4).		
Will a Full Impact Assessment (FIA) be required for:		
Equalities	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Fairer Scotland Duty	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If a Full Impact Assessment (FIA) is not required, do not complete Step 4 or 5 and proceed to Steps 6 & 7.

STEP 4: Full Impact Assessment

The full impact assessment must be completed where negative impacts have been identified at Step 3 above. Each of the negative impacts identified at Step 3 above will be explored in more detail to identify whether the proposal has a low, medium or high impact and whether there are any appropriate mitigating actions or changes that can be put in place to lessen that impact.

Protected Characteristic	Identified Negative Impact from Step 3	Low /Medium / High Negative Impact	Mitigating Actions/Changes Please state and summarise your mitigating actions or changes to the proposal for the negative impact(s) identified in Step 3.

Type of Socio-Economic Disadvantage	Identified Negative Impact from Step 3	Low/ Medium / High Negative Impact	Mitigating Actions/Changes Please state and summarise your mitigating actions or changes to the proposal for the negative impact(s) identified in Step 3.

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STEP 5: Monitor & Review	
What will change as a result of this proposal?	
How will the implementation of the proposal and any impacts be monitored?	
When is the proposal due to be reviewed?	
Who is responsible for ensuring this happens?	

STEP 6: Decision	
Implement proposal with no amendments	<input checked="" type="checkbox"/>
Implement proposal taking account of mitigating actions as outlined above.	<input type="checkbox"/>
Reject proposal due to disproportionate negative impact.	<input type="checkbox"/>
Reason for decision: The screening did not identify any negative impacts or a need to amend the revised Policy.	

Authorisation		
Title of Policy / Proposal:	Self-Directed Support Policy 2024-2027	
Directorate and Service:	Community Health and Social Care	
Policy and assessment author (s)	Name: Ruth MacMillan Job title: Executive Manager Adult Social Work Date: 05/08/24	Name: Jordan Sutherland Job title: Executive Manager Children's Social Work Date: 05/08/24
Authorised and approved by Director or Executive Manager	Name: Jo Robinson Job title: Director Community Health and Social Care Date: 7/8/24	

STEP 7: Publication

Please include a detailed summary of the result of the assessment in any Council reports.

This summary and the EQIA should now be published at [Diversity and Inclusion – Shetland Islands Council](#)