

# Integrated Impact Assessment Form

**Promoting Equality, Human Rights and Sustainability**

<b>Title of Policy/ Proposal</b>	Musselburgh Total Place (MTP) Action Plan
<b>Completion Date</b>	07-04-2016
<b>Completed by</b>	Rebecca Spillane
<b>Lead officer</b>	Rebecca Spillane (Project Manager)

**Type of Initiative:**

- |                 |                          |                    |                          |
|-----------------|--------------------------|--------------------|--------------------------|
| Policy/Strategy | <input type="checkbox"/> | New or Proposed    | <input type="checkbox"/> |
| Programme/Plan  | <input type="checkbox"/> | Changing/Updated   | <input type="checkbox"/> |
| Project         | <input type="checkbox"/> | Review or existing | <input type="checkbox"/> |
| Service         | <input type="checkbox"/> |                    |                          |
| Function        | <input type="checkbox"/> |                    |                          |
| Other           | ...Action Plan.....      |                    |                          |

**1. Briefly describe the policy/proposal you are assessing.**

Set out a clear understanding of the purpose of the policy being developed or reviewed (e.g. objectives, aims) including the context within which it will operate.

Phase 2 of the MTP Project began in April 2015 with a remit to establish a better understanding of the experiences of families who have had multiple interactions with statutory services and to use this to inform new ways of working with families. In February 2016, the MTP Board heard the initial findings from the work of the Project Team and asked for an action plan to be developed that would support new ways to work with vulnerable families and achieve more positive futures for the

The MTP Action Plan aims to address the findings and recommendations of Phase 2 of the Musselburgh Total Place Project.

## 2. What will change as a result of this policy?

The MTP Action Plan sets out a number of strands of work which together should lead to a significant change in the way in which we work with vulnerable families. These strands include the earlier identification and response to early indicators of potential vulnerability, a whole family focused ethos and the development of a new intensive family support service, a culture change across all service providers working in the Musselburgh area to instill a new sense of co-operation and flexibility when working with vulnerable families.

The action plan also seeks to identify actions to strengthen the role of the voluntary sector through revising the existing funding arrangements and increasing networking opportunities across all practitioners working with vulnerable families.

The Action Plan also identifies potential resource reallocation into a new Family Focus Service though the exact model for this service has yet to be agreed.

## 3. Do I need to undertake an Integrated Impact Assessment?

High Relevance	Yes/no
1. The policy/ proposal has consequences for or affects people	yes
2. The policy/proposal has potential to make a significant impact on equality	yes
3. The policy/ proposal has the potential to make a significant impact on the economy and the delivery of economic outcomes	no
4. The policy/proposal is likely to have a significant environmental impact	no
Low Relevance	
5. The policy/proposal has little relevance to equality	
6. The policy/proposal has negligible impact on the economy	

7. The policy/proposal has no/ minimal impact on the environment	
<b>If you have identified low relevance please give a brief description of your reasoning here and send it to your Head of Service to record.</b>	

**If you have answered yes to 1, 2, or 3 above, please proceed to complete the Integrated Impact Assessment.**

**If you have identified that your project will have a significant environmental impact (4), you will need to consider whether you need to complete a Strategic Environmental Assessment.**

**4. What information/data/ consultation have you used to inform the policy to date?**

<b>Evidence</b>	<b>Comments: what does the evidence tell you?</b>
Data on populations in need	<p>Phase 1 of the project considered a range of statistical information about population groups in the Musselburgh Ward area and other information which could build a picture of potential vulnerability in the County. This included:</p> <ul style="list-style-type: none"> <li>- Scottish Index of Multiple Deprivation (East and West Musselburgh)</li> <li>- Distribution of Free school meals</li> <li>- Special provisions at nursery, primary and secondary schools</li> <li>- Well being referrals</li> <li>- NHS families in need</li> <li>- Looked after children (at home and away from home)</li> </ul>
Data on service uptake/access	See above

Data on quality/outcomes	
Research/literature evidence	The MTP Project has been informed by MTP approaches taken in other parts of the UK and more locally in Edinburgh, West and Midlothian. For example, Board and Project Team members attended a 'Place' event hosted by colleagues at the Scottish Government to learn more about place based activities across Scotland. The Board also heard a presentation about work in Croydon Total Place Project and invited Midlothian Family Resilience Project to attend the Board meeting to hear more about the work they are undertaking with vulnerable families.
Service user experience information	The MTP was informed by interviews with vulnerable families to understand their experiences and their perceptions of service. These interviews were undertaken with the full consent of the families.
Consultation <b>and involvement</b> findings	The MTP Project Team hosted a practitioner event attended by over 60 local practitioners from statutory, community and voluntary sector organisations. This event allowed practitioners to identify key issues affecting families ability to succeed and to identify potential actions that could be taken to improve the way in which we work with vulnerable and potentially vulnerable families. A copy of the event report is available by emailing <a href="mailto:musselburghtotalplace@eastlothian.gov.uk">musselburghtotalplace@eastlothian.gov.uk</a>
Good practice guidelines	
Other (please specify)	
Is any further information required? How will you gather this?	The MTP has drawn on a significant amount of information to inform its current recommendations and action plan. However, it is recognised that in the development and design of a new service, further consideration of specific barriers to equality groups will need to be considered to ensure equal access to the service

	and the outcomes offered.
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**5. How does the policy meet the different needs of groups in the community?**

	<b>Issues identified and how the strategy addresses these</b>
<p><b>Equality Groups</b></p> <ul style="list-style-type: none"> <li>• Older people, people in the middle years,</li> <li>• Young people and children</li> <li>• Women, men and transgender people (includes issues relating to pregnancy and maternity)</li> <li>• Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems)</li> <li>• Minority ethnic people (includes Gypsy/Travellers, migrant workers, non-English speakers)</li> <li>• Refugees and asylum seekers</li> <li>• People with different religions or beliefs (includes people with no religion or belief)</li> <li>• Lesbian, gay, bisexual and heterosexual people</li> <li>• People who are unmarried, married or in a civil partnership</li> </ul>	<p>The vulnerability of families is identified using a variety of different elements outlined in the 'vulnerability tool'. This encompassed a range of factors to assist with the identification of potential indicators of vulnerability. These factors will inform the development of new services and ways of working with families:</p> <ul style="list-style-type: none"> <li>- Child/ young person with a substantial or enduring disability or chronic health condition</li> <li>- Domestic violence/ abuse</li> <li>- Parents with mental health issues</li> <li>- Parents with additional support needs/ learning difficulties</li> </ul> <p>While the report does not specifically address issues for ethnic minority or LGBT families, the vulnerability factors considered were comprehensive. The actions described to improve the identification and early response to signs of vulnerability and will be flexible to respond to the individual</p>

	needs of families. Work to identify and specific cultural or other barriers for families will be identified.
<p><b>Those vulnerable to falling into poverty</b></p> <ul style="list-style-type: none"> <li>• Unemployed</li> <li>• People on benefits</li> <li>• Single Parents and vulnerable families</li> <li>• Pensioners</li> <li>• Looked after children</li> <li>• Those leaving care settings (including children and young people and those with illness)</li> <li>• Homeless people</li> <li>• Carers (including young carers)</li> <li>• Those involved in the community justice system</li> <li>• Those living in the most deprived communities (bottom 20% SIMD areas)</li> <li>• People misusing services</li> <li>• People with low literacy/numeracy</li> <li>• Others e.g. veterans, students</li> </ul>	<p>Also considered as part of the vulnerability tool were factors which are known to increase vulnerability to poverty and other potentially negative outcomes. The research indicated that poverty was both a cause and effect of many family circumstances but was often a compounding factor in people's negative life experiences.</p> <ul style="list-style-type: none"> <li>- Evicted or in the process of eviction from home</li> <li>- Single parents (baby)</li> <li>- Parents with substance misuse</li> <li>- Young person with behavioural issues</li> <li>- Child criminality/ youth offending</li> <li>- Chaotic household/ unkempt house</li> </ul>
<p><b>Geographical communities</b></p> <ul style="list-style-type: none"> <li>• Rural/ semi rural communities</li> <li>• Urban Communities</li> <li>• Coastal communities</li> </ul>	<p>The area of the MTP that were considered as part of this research are all within the Musselburgh Ward area which is mainly urban or semi urban.</p>

**6. Are there any other factors which will affect the way this policy impacts on the community or staff groups?**

The families which are the focus of the MTP Project are typically living complex and therefore flexible services are required to meet their needs. This will require a continued culture change across our services.

Many families that are the focus of this project are in receipt of benefits and/ or are in low paid work. At the point at which the action plan is being developed, universal credit has just been rolled out across East Lothian and it is anticipated that this could impact on families as they adjust to the new system.

**7. Is any part of this policy/ service to be carried out wholly or partly by contractors?**

At present, no aspect of the service will be delivered by contractors.

If yes, how have you included equality and human rights considerations into the contract?

**8. Have you considered how you will communicate information about this policy or policy change to those affected e.g. to those with hearing loss, speech impairment or English as a second language?**

The action plan will be delivered by a Project Manager who will lead the implementation of the plan and lead the culture change required to implement the findings. As part of this there will be a communication plan which will consider the need to communicate with a wide variety of organisations and communities about the services available and any changes to the way we work.

**9. Please consider how your policy will impact on each of the following?**

Objectives	Comments
<b>Equality and Human rights</b>	
Promotes / advances equality of opportunity e.g. improves	The MTP Action plan seeks to improve outcomes for vulnerable families and prevent families becoming

access to and quality of services, status	increasingly chaotic. This will involve the development of a Musselburgh Family Focus Service designed to be more flexible and focused on family outcomes. The MTP Action plan also outlines a significant culture change amongst mainstream services to improve the way in which they work with vulnerable families.
Promotes good relations within and between people with protected characteristics and tackles harassment	The action plan aims to develop and influence services to allow them to build positive relationships between services and families and the wider community.
Promotes participation, inclusion, dignity and self control over decisions	<p>The Family Focus Service and the Intensive Family Support Service will seek to promote family focused services which put the family at the heart of decision making and development of family action plans.</p> <p>Many of the families who are the focus of the MTP Action Plan face stigma and can feel excluded because of their family circumstances.</p>
Builds family support networks, resilience and community capacity	<p>It is anticipated that these issues will be the focus of individual work with families. Mental health and building personal resilience will be a key part of the work to ensure families are ready for improved outcomes.</p> <p>Many of the families do not have supportive family and other wider social and community network. As a result they are often isolated and feel that they have no one to turn to.</p>
Reduces crime and fear of crime	
Promotes healthier lifestyles including <ul style="list-style-type: none"> <li>• diet and nutrition,</li> <li>• sexual health,</li> <li>• substance misuse</li> <li>• Exercise and physical activity.</li> <li>• Lifeskills</li> </ul>	
<b>Environmental</b>	
Reduce greenhouse gas (GHG) emissions in East Lothian (including carbon management)	Not applicable
Plan for future climate change	

Pollution: air/ water/ soil/ noise	
Protect coastal and inland waters	
Enhance biodiversity	
Encourage resource efficiency (energy, water, materials and minerals)	
Public Safety: Minimise waste generation/ infection control/ accidental injury /fire risk	
Reduce need to travel / promote sustainable forms or transport	
Improves the physical environment e.g. housing quality, public and green space	
<b>Economic</b>	
Maximises income and /or reduces income inequality	The MTP contains a proposal to apply to the European Social Fund to support those in receipt of Priority 2 funding. This will enable family members who are far from the labour market to identify and address their individual barriers to moving towards further education or employment
Helps young people into positive destinations	
Supports local business	
Helps people to access jobs (both paid and unpaid)	
Improving literacy and numeracy	
Improves working conditions, including equal pay	
Improves local employment opportunities	

## 10. Action Plan

Identified negative impact	Mitigating circumstances	Mitigating actions	Timeline	Responsible person
The initial stages of the MTP Project has	The vulnerability	The development	By April 2017	MTP Project Manager

<p>not engaged or specifically considered the experiences of ethnic minority or specific religious groups in using statutory services.</p>	<p>tool is comprehensive and focused on identifying potential signs of vulnerability for all groups.</p>	<p>of any specific services for vulnerable families will identify any specific barriers for those accessing them, considering cultural and religious barriers in particular.</p>		

**11. Sign off by Head of Service**

Name

Date