

## Appendix 1

(June 2011)

### EQUALITY, HEALTH & AND HUMAN RIGHTS IMPACT ASSESSMENT FORM

This form is to be used in conjunction with the Equality, Health & and Human Rights Impact Assessment Guidelines

#### Section 1: Policy/Function/Decision (PFD) Details

A **PFD** is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.

Name of PFD:	Commissioning Strategy West Dunbartonshire Alcohol and Drug Services 2011/2021
Lead Department & other departments/ partners involved:	West Dunbartonshire CHCP
Responsible Officer	Mgt Walker/Helen Weir
Impact Assessment Team	Mgt Walker/Helen Weir/Ailsa King
Is this a new or existing PFD?	New
Start date: (the assessment should be started prior to PFD development/drafting or at the early stages of review): January 2011	
End date (this should allow for the assessment to inform decision-making): August 2011	
What are the main aims of the <b>PFD</b> ?	Project future need, inform service planning and facilitate access to drug and alcohol services for individuals with substance misuse problems and their carers in West Dunbartonshire. Outline a whole population approach to the prevention of drug and alcohol misuse Establish a framework for the procurement of services from the Third Sector
Who are the main target groups/ who will be affected by the <b>PFD</b> ?	Targeted population based on the profile of need in West Dunbartonshire
Relevance (of <b>PFD</b> to the general equality duties and equality groups, also record if there is no relevance giving reasons/ evidence)	

Yes	
	If yes, complete all sections, 2-9
	If no, complete only sections 8-9
	If don't know, complete sections 2& 3 to help assess relevance
<b>Section 2: Evidence</b> Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.	
<b>Available evidence:</b>	
Consultation/ Involvement with community, including individuals or groups or staff as relevant	Consultation and involvement has been evident with a wide range of stakeholders including: <ul style="list-style-type: none"> <li>• Service Users via client perception questionnaires</li> <li>• Review of support needs - Survey by Y Sort It,</li> <li>• The Alcohol and Drugs Partnership(ADP) and associated structures including Partners in Community Planning,</li> <li>• SQWIZ and the Joint Improvement Team</li> <li>• WDC Community Participation Committee</li> </ul>
Research and relevant information	Salsus Survey West Dunbartonshire Health Needs Assessment
Officer knowledge	ADP and Sub Groups incl Treatment and Support Group, Addictions Prevention and Education Group. A number of partner organisations attend these groups and provide a range of expertise and knowledge in the field of addictions
Equality Monitoring information – including service and employee monitoring	Monitoring of the Single Shared assessment Population profiles including the numbers of drug and alcohol related deaths Employee monitoring through workforce development and PDPs WDCHCP is exploring ways to ensure the workforce reflects the needs of the community it

	serves WDCHCP is exploring ways to address capacity issues in analysing outcomes and accessing local information including Quality and Outcome Framework (QOF)		
Feedback from service users, partner or other organisation as relevant	Feedback from service users questionnaires is analysed on a regular basis The Drug and Alcohol Strategy has been circulated widely among partners including the ADP and Community Planning structures for consultation and input		
Other			
<b>Are there any gaps in evidence?</b> Please indicate how these will be addressed			
Gaps identified	Capacity within the CHCP to break down and analyse data locally e.g. QOF Targeting of services to older people with alcohol problems		
Measure to address these	National data has been studied to provide context, however the CHCP will explore ways of translating the data into a local context Increased targeting of services to older people e.g. Alcohol Brief Interventions		
<i>Note: Link to Section 6 below Action Plan to address any gaps in evidence</i>			
<b>Section 3: Involvement and Consultation</b> Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.			
Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.			
<b>Details of consultations</b>	<b>Date</b>	<b>Findings</b>	<b>Characteristics</b>
			Race
			Sex

			Gender Reassignment
Consultation with Partners on the Physical Disability Strategy group and the Mental Health Strategy group	2010-2011	Care pathways in place across Mental Health , Addictions and Homeless services	Disability
Ysort It Survey/Tullochan Trust	2010-2011	Highlighted needs among young people	Age
			Religion/ Belief
			Sexual Orientation
			Civil Partnership/ Marriage
HEAR Survey Service User Surveys – Special Needs In Pregnancy (SNIPS)	2011	HEAR survey highlighted access issues among women with children  SNIPs Survey highlighted the need to improve care pathways between Snips and Addiction services	Pregnancy/ Maternity
Drug and Alcohol Strategy consulted on across a range of organisations including;	2010-2011	Emphasised the need for a community based and multi-agency approach to tackling substance misuse in the population	Health

Community Participation Committee Forum and Community Groups with representation from service users			
			Other
<i>Note: Link to Section 6 below Action Plan</i>			

Section 4: Analysis of positive and Negative Impacts			
Protected Characteristic	Positive Impact	Negative Impact	No impact
Race			No impact
Sex	Monitoring access through Single Shared Assessment and HEAR survey		
Gender Re-assignment			No Impact
Disability	Mental Health referral protocols in place		
Age	Targeting of services to older people		
Religion/ Belief			No impact
Sexual Orientation			No impact
Civil Partnership/ Marriage			No impact
Pregnancy/ Maternity	Improving care pathways between addiction services and SNIPs		

	<p>Strengthening links between the ADP and the Child Protection Committee</p> <p>Services in place for women subject to domestic violence</p>		
Socio- economic	<p>Welfare Rights</p> <p>Services in place</p> <p>Pathways to employment part of the</p> <p>Rehabilitation and Recovery approach to substance misuse</p> <p>Reallocation of resources to more deprived parts of WD</p>		

Human Rights	<p>Strong focus on person centred services</p> <p>WDCHCP staff inequalities awareness training ensures staff are aware of and have knowledge of the Equalities Act and the Human Rights</p>		
Health	<p>Demographic information will help target services and resources to those areas most in need where health outcomes are poorer and promote equitable access to services</p> <p>A whole population</p>		



	<p>approach to education and prevention promotes lifestyle changes in order to address the health inequalities in the population.</p>		
Other			
<p><i>Note: Link to Section 6 below Action Plan in terms of addressing impacts</i></p>			

### Section 5: Addressing impacts

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	No Major Change
2. Continue the PFD	
3. Adjust the PFD	
4. Stop and remove the PFD	
Give reasons:	
<i>Note: Link to Section 6 below Action Plan</i>	




### Section 6: Action Plan

Please describe any action which will be taken following the assessment in order to;

- reduce or remove any negative impacts,
- promote any positive impacts, or
- gather further information or evidence or further consultation required

Action	Responsible person (s)	Intended outcome	Date for completion	Protected Characteristic
				Race
Continue to monitor access to services through the Single Shared Assessment Act on findings of the HEAR survey	HW	Equitable access to services	August 2012	Gender
				Gender Reassignment
Continue to consult with Disability Strategy Groups on the future development of addiction services	HW	Identify any barriers in accessing services and address accordingly	August 2012	Disability
Target the provision of services to older people including ABIs	AK	Reduced alcohol related deaths and illnesses among the older population	May 2012	Age
Circulate Future Strategies more widely	HW	Wider consultation	August 2012	Religion/ Belief
As above		As above		Sexual Orientation
				Civil Partnership/ Marriage
Implement findings of the HEAR survey and service user consultation(Special Needs In Pregnancy)	HW	Improved care pathways between Special needs in Pregnancy /Addiction services Address access barriers for women with child care responsibilities	August 2012	Pregnancy/ Maternity
Targeting of services and reallocation of resources to areas of deprivation	HW	Increase access to employment for individuals in recovery Reduce poverty Lessen the societal impact of drug	August 2013	Socio- economic

Continue to provide welfare rights services to addiction service users		and alcohol misuse		
				Human Rights
Implement the agreed actions in the Drug and Alcohol Strategy across the spectrum of Treatment and Care , Education and Prevention and Community Involvement	HW	Better health outcomes and a reduction in substance misuse among the population of WD Reduced drug and alcohol related deaths and related illnesses.	August 2013	Health
				Other
<b>Are there any negative impacts which cannot be reduced or removed?</b> please outline the reasons for continuing PFD				
No				
<b>Section 7: Monitoring and review</b>				
Please detail the arrangements for review and monitoring of the policy				
How will the PFD be monitored? What equalities monitoring will be put in place?	Yes by the ADP Annual Review and the Scottish Government			
When will the policy be reviewed?	October 2012			
Is there any procurement involved in this PFD?	Yes			
<b>Section 8: Signatures</b>				
The following signatures are required:				
Lead/ Responsible Officer:	Signature: S Sengupta		Date:5/09/2011	

		
EIA Trained Officer:	Signature: A King	Date:05/09/2011
<b>Section 9: Follow up action</b>		
<b>Service planning:</b> Link to service planning/ covalent – update your service plan	Signature: S Sengupta 	Date:5/09/2011
Give details:		
<b>Committee Reporting:</b> complete relevant paragraph on committee report and provide further information as necessary	Signature:S Sengupta 	Date: 5/09/2011