

# Impact Assessment Toolkit Form

Update as at March 2016



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## Section 1: General Information

	Guidance
1 Name of policy: Local Housing Strategy	The word policy is used throughout this document for ease but it could also be a strategy, plan, project or budget option (saving or income generation).
2 Is this policy: <b>X</b> new <input type="checkbox"/> reviewed	
3 Lead Service(s) involved in the delivery of this policy:  Strategic Housing	
4 Who else is involved in the implementation of this policy:  Strategic Planning, Registered Social Landlords, Third Sector, NHS, Integration Joint Board	e.g. other Services or partner agencies
5 Lead person: Jim O'Neill	The lead person should be someone who has a good knowledge of the policy to be assessed and has been trained in the toolkit.
6 Names and organisations of those involved in the process : Melinda Dolan – Policy and Performance Advisor – DGC Jonathon Gallagher – LGBT Plus William Nicolussi - Dumfries and Galloway Multicultural Association Jim O'Neill – Housing Manager – DGC Adam Black – HMO Licensing and Landlord Registration Manager - DGC James Little – Housing Strategy and Gypsy/Traveller Co-ordinator - DGC	The tool should be completed by no fewer than two people. It is good practice to involve stakeholders and in particular the relevant Equality and Diversity Group(s) must be involved.
7 Date of Impact Assessment (IA):  09/05/2018	
8 Do all participants understand the Guidance? <input checked="" type="checkbox"/> Yes	The lead person should check all attending have read and understood the purpose or process of IA

## Section 2 : Aims of the policy

	<b>Guidance</b>
<p>9 What are the main aims of the policy? Please list</p> <p>The Local Housing Strategy (LHS) sets out the vision of Dumfries and Galloway Council and our partners for the future of housing across all tenures and types of accommodation taking account of national priorities as well as local needs. The main purpose of the strategy is to:</p> <ul style="list-style-type: none"> <li>• Set out a shared understanding of the need and demand for all types of housing, and for related services such as housing support, now and in the future;</li> <li>• Set out actions and targets to improve the standard and condition of housing;</li> <li>• Provide clear strategic direction for housing investment;</li> <li>• Focus on the outcomes required to achieve the vision</li> </ul> <p>The strategy must:</p> <ul style="list-style-type: none"> <li>• Contribute to national priorities</li> <li>• Provide clear links to local strategic &amp; plans</li> <li>• Set out the approach to meeting our legal duties</li> <li>• Reflect the views &amp; contributions of stakeholders</li> </ul> <p>The LHS also sets out the Council's approach to meeting its statutory responsibilities including tackling fuel poverty, supporting the integration of health and social care and improving house conditions across all sectors. This document also sets out our strategic response to national priorities such as Town Centre living, reducing carbon emissions, improving environmental and design standards and supporting the development of sustainable communities.</p>	<p>This should describe the policy and what you are trying to do. Think about:</p> <ul style="list-style-type: none"> <li>• Why is it needed?</li> <li>• What outcomes does the organisation hope to achieve by it?</li> <li>• In particular will the policy contribute to the organisations' Objectives/Priorities, the Single Outcome Agreement and/or Health and Social Care Integration?</li> </ul>
<p>10 Will the policy assist in meeting the aims of legislation?</p> <p style="margin-left: 20px;"> <input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No         </p> <p>Give details (a) The Equality Act 2010 <span style="float: right;">✓</span></p> <p style="margin-left: 20px;">(b) Human Rights Act 1998 <span style="float: right;">✓</span></p>	<p>The purpose of IA is to assess which individuals or groups will be most affected and how. Think also about how the policy will be delivered (e.g. through existing outlets?) and how it will be communicated to clients</p>

<p>(c) Climate Change Scotland Act 2009 ✓</p> <p>(d) Environmental Assessment (Scotland) Act 2005 ✓</p>	
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## Section 3 : Evidence

	Guidance
<p>11 What evidence has or will be used to identify any potential positive or negative impacts?</p> <p>Insert details in the boxes below (a) to (e):</p>	<p>Evidence could be based on a specific geographical area or a community of interest and could include consultations, surveys, focus groups, interviews, pilot projects, user feedback (inc. complaints made), officer knowledge and experience, equalities monitoring data, academic publications, consultants' reports, etc. Also identify where there are gaps in the evidence and set out how these will be filled.</p>
<p>(a) Involvement in development/ review</p> <ul style="list-style-type: none"> <li>Elected Members</li> <li>Public consultation</li> <li>Registered Social Landlord tenants representatives</li> <li>LGBT Plus network</li> <li>LGBT Youth</li> <li>DGVoice</li> <li>Strategic Housing Forum</li> <li>Tackling Poverty Reference Group</li> <li>Third Sector D&amp;G</li> <li>Residents of the Council owned Gypsy/Traveller sites</li> </ul>	<p>Who has been involved in the development so far of your policy?</p>
<p>(b) Research</p> <p>The following sources have been used to inform the development of the Local Housing Strategy:</p> <ul style="list-style-type: none"> <li>Dumfries and Galloway Housing Need and Demand Assessment 2016</li> <li>Local Development Plan and Main Issues Report</li> <li>Council Plan 2017-22</li> <li>National policy Framework</li> <li>Dumfries and Galloway Health and Social Care Partnership Strategic Plan 2016-19</li> <li>Strategic Housing Investment Plan</li> </ul>	<p>Have you conducted any research or what research are you using?</p>

<p>Scottish Government guidance for development of LHS  Dumfries and Galloway Anti-Poverty Strategy  Corporate Parenting Improvement Plan  Gypsy/Traveller Sites Improvement Plan  Dumfries and Galloway Council Engagement Strategy  Dumfries and Galloway Council Economic Strategy  Local Outcomes Improvement Plan 2017-27  Health and Housing Needs Assessment</p>	
<p>(c) Officer/Practitioner knowledge and experience</p> <p>Jim O'Neill – Housing Manager – 22 years' housing experience – Post Grad Diploma in Housing  Jamie Little – Housing Strategy and Gypsy/Traveller Co-ordinator – 6 years housing experience – Post Grad Diploma in Housing</p>	<p>What expertise or individual information are the group using to inform their judgements?</p>
<p>(d) Monitoring data</p> <p>See answer (b)</p>	<p>What data is available locally or nationally to inform the group?</p>
<p>(e) Feedback</p> <p>The LHS has been developed in partnership with key stakeholders. The outcomes contained in the document can only successfully be delivered through strong partnership working. A number of approaches have been utilised to shape the content of the LHS. These included an Elected Members seminar, meetings of the Strategic Housing Forum, the Tackling Poverty Reference Group, D&amp;G LGBT Plus and LGBT Youth, DG Voice, the Third Sector D&amp;G and RSL Tenant representatives. Presentations were also given to, and feedback sought from, the Tackling Poverty Alliance and attendees at the Council's Tackling Poverty Conference.</p>	<p>What feedback is available to inform the IA? e.g. both positive and negative users experiences of the policy – surveys, Board or Elected Members enquiries and comments etc</p>



Public opinion was also sought through a range of formats including the Council's website, social media, online survey, customer service centres, libraries, 'dgconnected' email and also a press release published in the local newspapers.

The LHS has been updated continually throughout this process to reflect the comments received.

## Section 4: Impact Areas

This section covers the Protected Characteristics, Human Rights, health, climate change and sustainable development.

How to complete the table for each Characteristic:

- First decide if your policy has a positive or negative impact or if there is no impact. You can have both positive and negative impacts and where this occurs you should indicate both within the table – they do not cancel each other out.
- For positive and negative Impacts consider if the impact is high, medium or low. Indicate this within the table by using H = High, M = Medium, L = Low. Some examples of the level of impact are given below.

### **LOW**

experience/outcomes will not be greatly affected e.g.

- changes are in terms of hours or days
- the service has a low priority rating/high satisfaction rating
- there are alternative facilities or suppliers in the locality at same cost
- there are no amendments to contracts (including staff)

### **MEDIUM**

experience/outcome will be noticeably affected e.g.

- changes are in terms of days or weeks
- the service has a medium or high priority rating and satisfaction levels
- there are similar facilities or suppliers nearby at similar cost
- there are some amendments to contracts (including staff)
- staff training is required

### **HIGH**

experience/outcome will be significantly affected e.g.

- changes are in terms of months or permanently
- the service has a high priority rating or a low satisfaction rating by customers
- there are no alternative facilities or suppliers nearby or they have significantly different cost
- there are terminations to one or more contracts (including staff)
- training in new activities or skills is required

Record the evidence used and the key points raised during the discussion in the comments column. This can be in bullet format and demonstrates the reason for your assessment.

## Example

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>H</b>		<b>L</b>	• •
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>• removing or minimising disadvantage</li> <li>• meeting the needs of particular groups that are different from the needs of others</li> <li>• encouraging participation in public life</li> </ul>		✓		• •
<b>Foster</b> good relations – tackle prejudice, promote understanding			<b>M</b>	• •
<b>Use this box to summarise the score; note this could be both positive and negative. This information will then be transferred to the summary at the end.</b>	<b>H</b>		<b>L</b>	

## 12 AGE

This refers to children and adults of a particular age or age range.

Remember different age groups have different concerns e.g.

- violence is more likely to happen to you if you are a young man but the fear of crime can be debilitating if you are an older or lone woman.
- can all age groups access your service even on a dark winter night?
- children (people under 18) have a right to advice and information but this may need to be in a different format from the same information directed at adults
- when considering age/ children remember that some children are more vulnerable or have particular issues that may need additional consideration, for example children in poverty or Looked After Children (LAC).

Useful website: [UN Convention on the Rights of the Child](#)      [Age UK](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>M</b>			<b>Action to consider the feasibility of housing models for people with protected characteristics. The LGBT plus Research report also describes the intersectional needs of the older members of the LGBT community.</b>
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>• removing or minimising disadvantage</li> <li>• meeting the needs of particular groups that are different from the needs of others</li> <li>• encouraging participation in public life</li> </ul>	<b>H</b>			<p><b>Scheme of Assistance – (Strategic Objective 5) Care and Repair, Food Train Extra, HandyVan, Dementia Friendly Design, Trusted Trader.</b></p> <p><b>Fuel Poverty projects such as HEEPS:ABS and Home Help for Fuel Poor Households.</b></p> <p><b>Delivery of affordable homes that meet the accommodation needs of elderly people and care experienced. Target to deliver proportion of bungalows.</b></p> <p><b>As part of the Strategy development, the lack of appropriate accommodation for people with protected</b></p>

				characteristics was highlighted. This has been addressed through actions that aim to resolve this issue.
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>	<b>H</b>			<b>DG Care Campus – inter generational communities</b>  <b>Action to consider the feasibility of housing models for people with protected characteristics. The LGBT plus Research report also describes the needs of the older members of the community</b>
<b>Summary</b>	<b>H</b>			

### 13 DISABILITY

A person has a disability if they have a physical or mental impairment (including learning disabilities) which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

- How does this policy affect disabled people in Dumfries and Galloway?
- Is there any reason to believe that disabled people are being, or could be, adversely affected by this policy?
- Are there any impairment groups who are particularly adversely affected by the policy?
- Could your policy adversely affect individuals as a result of something arising from their disability?
- Does your policy ensure that the rights of people with learning disabilities to dignity, equality and non-discrimination are respected and upheld?

Useful websites and publications: [Disability Rights](#) [Equality and Human Rights Commission](#) [DGVoice](#)  
[Keys to Life Report- Improving Quality of Life for People with Learning Disabilities](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>M</b>			<b>Action to consider the feasibility of housing models for people with protected characteristics.</b>
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>• removing or minimising disadvantage</li> <li>• meeting the needs of particular groups that are different from the needs of others</li> <li>• encouraging participation in public life</li> </ul>	<b>H</b>			<p><b>Scheme of Assistance – (Strategic Objective 5) Care and Repair, Food Train Extra, HandyVan, Dementia Friendly Design, Trusted Trader.</b></p> <p><b>Delivery of affordable homes that meet the accommodation needs of disabled people. Target to deliver proportion of bungalows.</b></p> <p><b>As part of the Strategy development, the lack of appropriate accommodation for people with protected characteristics was highlighted. This has been addressed through actions that aim to resolve this issue.</b></p>

				<b>Section 7 relates specifically to the provision of support for independent living, allowing people to live in their own homes for as long as possible.</b>
• <b>Foster</b> good relations – tackle prejudice, promote understanding	<b>H</b>			<b>Action to consider the feasibility of housing models for people with protected characteristics.</b>
<b>Summary</b>	<b>H</b>			

## 14 SEX (GENDER)

This covers biological sex - whether you are male, female, intersex or non-binary. Non-binary is used for people who don't feel male or female; they may feel like both, or something in between, or they may not relate to gender at all. Some prefer to use the pronoun "they" rather than he or she.

- e.g. does the function or policy take account of different roles and responsibilities?  
 does it assume, perhaps wrongly, that men for example, have no caring responsibilities?  
 is the function or policy flexible enough to provide a service that everyone can access?

Useful websites: [Scottish Women's Convention](#)      [Fawcett Society](#)      [Engender](#)      [Equality and Human Rights](#)      [A Voice for Men](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	L			<b>Action to consider the feasibility of housing models for people with protected characteristics.</b>
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>removing or minimising disadvantage</li> <li>meeting the needs of particular groups that are different from the needs of others</li> <li>encouraging participation in public life</li> </ul>		✓		
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>		✓		
<b>Summary</b>	L			



## 15 GENDER REASSIGNMENT (TRANSGENDER IDENTITY)

This covers both:

- **Gender reassignment**, which is the process of transitioning from one gender to another. Individuals in this category are often termed transsexual. Gender reassignment does not need to involve any medical supervision or surgical procedures; it could simply involve a permanent change of the social gender role in which the person lives their life, (for example through a permanent change of name and the way they dress).
- **Other transgender identities** - such as polygender, androgyne and cross-dressing people. The terms **transgender** and **trans** are both widely used by equality organisations to refer to a diverse range of people who find their gender identity does not fully correspond with the sex they were “assigned” at birth. Although the term transgender does refer in part to transsexual people (see above), not all transgender people will undergo the process of gender reassignment, but may face similar barriers to access.
- e.g. does your policy, function or service include people of different gender identities? Will your facilities impede transgender individuals in any way?

Useful websites: [Equality and Human Rights](#) [Transgender Equality and Rights](#) [Equality Network](#) [LGBT Youth](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>L</b>			<b>Action to consider the feasibility of housing models for people with protected characteristics.</b>
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>• removing or minimising disadvantage</li> <li>• meeting the needs of particular groups that are different from the needs of others</li> <li>• encouraging participation in public life</li> </ul>	<b>M</b>			<p><b>Supply of Housing and Place Making – Support our local RSL’s to deliver training to their staff in relation to protected characteristics.</b></p> <p><b>Services delivered by housing providers should increase the visibility of people with protected characteristics and consult them when developing new ways of working.</b></p> <p><b>Action to consider the feasibility of housing models for people with protected characteristics.</b></p>

				<b>The Strategy aims to improve internet connectivity across the region, which will also have a positive impact on people who identify as Transgender.</b>
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>	<b>M</b>			<p><b>Supply of Housing and Place Making – Support our local RSL’s to deliver training to their staff in relation to protected characteristics.</b></p> <p><b>Services delivered by housing providers should increase the visibility of people with protected characteristics and consult them when developing new ways of working.</b></p>
<b>Summary</b>	<b>M</b>			

## 16 MARRIAGE AND CIVIL PARTNERSHIP

The rights and responsibilities that come with marriage and civil partnership are almost identical although civil partnerships in Scotland are currently only available to same-sex couples.

Under the Equality Act 2010 it is unlawful discrimination for people who are married or in a civil partnership to be treated less favourably in employment than people who are not married or in a civil partnership.

Equality legislation also protects people in relation to sexual orientation, which means that you cannot be treated less fairly as a same-sex couple than a mixed-sex couple would be treated.

Useful websites:

[Registration – Getting Married or Registering a Civil Partnership in Scotland](#)  
[Marriage and Civil Partnership in Scotland](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct		✓		
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>removing or minimising disadvantage</li> <li>meeting the needs of particular groups that are different from the needs of others</li> <li>encouraging participation in public life</li> </ul>		✓		
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>		✓		
<b>Summary</b>		✓		

## 17 PREGNANCY AND MATERNITY

Pregnancy is the condition of being pregnant/expecting a baby. Maternity refers to the period after the birth. Protection against maternity discrimination covers 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

e.g. Do you provide facilities for breastfeeding mothers?

Useful websites:

[Maternity Pay and Leave](#)

[Maternity Leave and Pay – ACAS](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct		✓		
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>removing or minimising disadvantage</li> <li>meeting the needs of particular groups that are different from the needs of others</li> <li>encouraging participation in public life</li> </ul>		✓		
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>		✓		
<b>Summary</b>		✓		

## 18 RACE

This refers to a group of people defined by their ethnic or national origins, race, colour, and nationality (including citizenship). All minority race and ethnic groups are covered including, for example, gypsies and travellers, Jews, English as well as visible minority groups like African, Caribbean and Asian.

Consider the impact your function or policy has on someone from a minority ethnic group. Remember the impact may differ depending on the gender, disability, faith, sexual orientation or age of the person as different cultures have different views on what is acceptable.

e.g. What about language and information? Is it in the right format?

Useful websites: [Equality and Human Rights](#) [BEMIS – Scotland's Ethnic & Cultural Minority Communities](#) [CEMVO](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>M</b>			<p><b>Action to consider the feasibility of housing models for people with protected characteristics.</b></p> <p><b>Fully engage with Torthorwald Community Council and Old Luce Community Council to ensure positive relationships are achieved between the Gypsy/Traveller and settled community</b></p>
<p><b>Advance</b> equality of opportunity by having due regard to:</p> <ul style="list-style-type: none"> <li>removing or minimising disadvantage</li> <li>meeting the needs of particular groups that are different from the needs of others</li> <li>encouraging participation in public life</li> </ul>	<b>H</b>			<p><b>Ensure that the Council owned sites at Thistle Grove and Barlockhart meet the minimum site standards put in place by the Scottish Government.</b></p> <p><b>Undertake an annual satisfaction survey of Gypsy/Travellers site residents to ensure regulatory standards are met</b></p>

				<b>Travelling Showpeople will have a longstanding occupancy agreement on sites throughout Dumfries and Galloway to ensure their needs are met within the region</b>
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>	<b>M</b>			<b>Actions in section 7 Independent Living:</b>  <b>Fully engage with Torthorwald Community Council and Old Luce Community Council to ensure positive relationships are achieved between the Gypsy/Traveller and settled community</b>
<b>Summary</b>	<b>M</b>			

## 19 RELIGION OR BELIEF

Religion is the worship or faith in a God or Gods but belief is wider and includes religious, spiritual and philosophical beliefs. It also includes lack of belief or no belief in religion (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

e.g. Does the function or policy take into account different festivals, holidays, religious days and traditions? Will the different faith beliefs impact on, for example, women from that group and exclude or prevent them from using the service?

Useful website: [Interfaith Scotland](#) [National Secular Society](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct		✓		
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>removing or minimising disadvantage</li> <li>meeting the needs of particular groups that are different from the needs of others</li> <li>encouraging participation in public life</li> </ul>		✓		
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>		✓		
<b>Summary</b>		✓		

## 20 SEXUAL ORIENTATION

Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes. This includes people who are heterosexual, lesbian, gay or bisexual.

e.g. What are the issues for this group in terms of your function or policy? Are the needs of this group being met?

Useful website: [LGBT Youth](#) [Stonewall Scotland](#) [Equality Network](#)

How does your policy affect this protected characteristic?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>L</b>			<b>Action to consider the feasibility of housing models for people with protected characteristics.</b>
<b>Advance</b> equality of opportunity by having due regard to: <ul style="list-style-type: none"> <li>removing or minimising disadvantage</li> <li>meeting the needs of particular groups that are different from the needs of others</li> <li>encouraging participation in public life</li> </ul>	<b>M</b>			<p><b>Supply of Housing and Place Making – Support our local RSL’s to deliver training to their staff in relation to protected characteristics.</b></p> <p><b>Services delivered by housing providers should increase the visibility of people with protected characteristics and consult them when developing new ways of working.</b></p> <p><b>Action to consider the feasibility of housing models for people with protected characteristics.</b></p> <p><b>The Strategy aims to improve internet connectivity across the region, which will also have a positive impact on people who identify themselves as LGBTQ.</b></p>
<ul style="list-style-type: none"> <li><b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>	<b>M</b>			<b>Supply of Housing and Place Making – Support our local RSL’s to deliver training to their staff in relation to protected characteristics.</b>



				<b>Services delivered by housing providers should increase the visibility of people with protected characteristics and consult them when developing new ways of working.</b>
<b>Summary</b>	<b>M</b>			

## 21 HUMAN RIGHTS

This is about protecting and promoting individuals' rights and freedoms in relation the Human Rights Act 1998. The UN Convention on the Rights of the Child has a much broader approach that may be of interest and reference although the focus of the Impact Assessment is the UK legislation, linked below.

1	<b>The right to life</b> – protects your life, by law. The state is required to investigate suspicious deaths and deaths in custody;
2	<b>The prohibition of torture and inhuman treatment</b> – you should never be tortured or treated in an inhuman or degrading way, no matter what the situation
3	<b>The right to liberty and freedom</b> – you have the right to be free and the state can only imprison you with very good reason – for example, if you are convicted of a crime
4	<b>Protection against slavery and forced labour</b> – you should not be treated like a slave or subjected to forced labour;
5 and 6	<b>The right to a fair trial and no punishment without law</b> - you are innocent until proven guilty. If accused of a crime, you have the right to hear the evidence against you, in a court of law
7	<b>Respect for privacy and family life</b> – protects against unnecessary surveillance or intrusion into your life
8	<b>Freedom of thought, religion and belief</b> – you can believe what you like and practise your religion or beliefs
9 and 10	<b>Free speech and peaceful protest</b> – you have a right to speak freely and join with others peacefully, to express your views
11	<b>The right to marry</b> - you have the right to marry and raise a family
12	<b>No discrimination</b> – everyone's rights are equal. You should not be treated unfairly – because, for example, of your gender, race, sexuality, religion or age
13,14 and 15	<b>Protection of property, the right to an education and the right to free elections</b> – protects against state interference with your possessions; means that no child can be denied an education and that elections must be free and fair

Please refer to the Guidance for more information.

Useful Websites and documents: [Scottish Human Rights Commission](#), [Equality and Human Rights Commission](#)  
[A Guide to the Human Rights Act for Public Authorities](#)  
[UN Convention on the Rights of the Child](#)

How does your policy affect people's human rights?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> discrimination, harassment, victimisation or any other prohibited conduct	<b>M</b>			<b>3,7,12,14</b>
<b>Advance</b> the aims of the Human Rights Act <ul style="list-style-type: none"> <li>• Prevent breaches of human rights</li> <li>• Respect people's rights</li> </ul>	<b>M</b>			<b>3,7,12,14</b>
<ul style="list-style-type: none"> <li>• <b>Foster</b> good relations – tackle prejudice, promote understanding</li> </ul>	<b>M</b>			<b>3,7,12,14</b>
<b>Summary</b>	<b>M</b>			

## 22 HEALTH & WELLBEING and HEALTH INEQUALITIES

This is about physical and mental health and wellbeing and includes e.g. feelings of safety and security, leisure activity, participation, creativity, affection and developing/achieving your potential. It also covers all aspects of poverty including income and fuel poverty, lack of confidence and self-esteem.

Think about the determinants of health and the different causes of health inequalities:

- **fundamental causes** like macro-economic position, societal values about fairness and equity
- **wider environmental influences** like availability of jobs; physical environment e.g. pollution, housing, food production, learning, availability services, democratic engagement
- **individual experiences** like mental health and wellbeing, family income, home and heating, diet and nutrition, exercise and physical activity, substance use, learning, readiness for school, ability to navigate services, connectedness, community involvement and personal resilience

Think about the different causes and types of poverty:

- Will this policy give people and families experiencing poverty the opportunity to make sure that their **voice is heard**?
- Will the policy support people experiencing poverty to **move from dependence to independence**?
- Will the **information and services be easy to access**?
- Will the policy **provide services that meet the needs of people** experiencing poverty?

Think about how this policy will impact on increasing opportunities for:

- Participation in physical activity
- Accessing healthy food choices
- Promoting positive mental health and wellbeing

Useful websites and publications: [Health Services](#) [Health Inequalities in Scotland](#) [Joseph Rowntree Foundation](#) [Dumfries and Galloway Council Tackling Poverty](#)

How does your policy impact on health and wellbeing and health inequalities?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> inequalities and increase access to opportunities for improving health and wellbeing	<b>H</b>			<p><b>The Scottish Health and Inequality Impact Assessment Network</b></p> <p><b>The Particular Needs Housing Strategy Group</b></p> <p><b>Housing for Varying Needs</b></p> <p><b>Housing First Model</b></p> <p><b>Actions to reduce Homelessness</b></p>
<b>Advance</b> opportunities for increasing health and wellbeing across the whole population	<b>H</b>			<p><b>The Scottish Health and Inequality Impact Assessment Network</b></p> <p><b>The Particular Needs Housing Strategy Group</b></p> <p><b>Housing for Varying Needs</b></p> <p><b>Housing First Model</b></p> <p><b>Dementia Friendly Design</b></p> <p><b>Actions to reduce Homelessness</b></p> <p><b>Ensure that the Council owned sites at Thistle Grove and Barlockhart meet the minimum site standards put in place by the Scottish Government.</b></p> <p><b>Undertake an annual satisfaction survey of Gypsy/Travellers site residents to ensure regulatory standards are met</b></p>

				<b>Travelling Showpeople will have a longstanding occupancy agreement on sites throughout Dumfries and Galloway to ensure their needs are met within the region</b>
<b>Foster</b> good practice for population wide health and wellbeing	<b>H</b>			<b>DG Care Campus</b> <b>LGBT research</b>
<b>Summary</b>	<b>H</b>			

## 23 ECONOMIC AND SOCIAL SUSTAINABILITY

This is about e.g. pay, employment opportunities, assisting businesses to develop or grow, welfare to work schemes and disadvantaged groups, local self-help schemes, and valuing and supporting voluntary work. It also covers issues around aspects of poverty including individual and community resilience.

How will your policy impact on e.g. social status, employment (paid or unpaid), opportunities to expand on learning experiences, opportunities for volunteering, encourage investment in skills and training, assist people on low incomes or support other disadvantaged groups in any way, help people access advice on financial inclusion, availability or delivery of services for people living rurally, and increase access to facilities for arts, cultural and leisure pursuits.

How will the policy work in rural areas where the existing infrastructure is typically less developed or where infrastructure does not exist (e.g. mains gas, fast broadband connections)?

Does your policy encourage the payment of the Living Wage?

Useful websites and publications: [Poverty Alliance](#) [Scottish Living Wage](#)

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> disadvantage or inequality	<b>H</b>			<b>Provision of affordable good quality homes that increase the disposable income of people in the region.</b>
<b>Advance</b> opportunities for individuals	<b>H</b>			<b>Creates jobs throughout the construction industry. Provision of education opportunities. Creation of employment opportunities in the Care industry. Lemon Aid and Home Help for Fuel Poor Households projects will promote the economic sustainability of people suffering from fuel poverty.</b>
<b>Foster</b> good relations and sustainability of communities	<b>H</b>			<b>Sustainability and Place-making. The Strategy will support work to maintain the sustainability of rural locations and town centres. This will help to secure the successful provision of local services such as shops, schools, bus routes etc.</b>

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**Summary**

<b>H</b>		
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## 24 ENVIRONMENTAL SUSTAINABILITY, CLIMATE CHANGE AND ENERGY MANAGEMENT

This is about enhancing the built environment, preserving local heritage, reducing the need to travel by improving or adding to local facilities, conditions for pedestrians and cyclists and promote public transport, living conditions such as housing and green spaces, biodiversity, the amount of emissions, fuel consumption, fuel use, renewable energy technologies,

If the effect or possible effect is minimal, no action is required under the requirements of Strategic Environmental Assessment (SEA) but there is a duty under the Environmental Assessment Scotland Act 2005 to notify the SEA authorities. There are templates available to help this process. This should be noted on the summary sheet.

If there is any likely positive or negative environmental effect, a full SEA may be required.

In order to comply with the Climate Change (Scotland) Act and Carbon Reduction Commitment Energy Efficiency Scheme organisations must maintain accurate records and data with regard to its Emissions. If your policy may lead to a change in levels of emissions, has account been taken of the need to accurately record this data?

Will your policy affect infrastructure, land or buildings?

Indicate if the Impact is High (H), Medium (M) or Low (L) or (✓) if No Impact	Positive Impact	No Impact	Negative Impact	Comments
<b>Eliminate</b> bad practice particularly in waste and carbon usage	<b>H</b>			<b>Section 9 – Fuel Poverty and Climate Change</b>  <b>Strategic Objective 4 – We will help everyone in our region to live in warm, affordable, energy efficient homes.</b>
<b>Advance</b> good practice, particularly the use of innovative technology	<b>H</b>			<b>All actions from Strategic Objective 4</b>  <b>Sustainable Places</b>
<b>Foster</b> a culture of personal responsibility	<b>M</b>			<b>People will live in close proximity to services.</b>
<b>Summary</b>	<b>H</b>			

## 25 SUMMARY OF IMPACT

Summarise your results from section 12 to 24 in the table below by highlighting (use 'bold') the relevant answer

<u>Impact Area</u>	<u>Positive Impact</u>			<u>No Impact</u>		<u>Negative Impact</u>	
Age	<b>High</b>	Medium	Low	No Impact	Low	Medium	High
Disability	<b>High</b>	Medium	Low	No Impact	Low	Medium	High
Sex (Gender)	High	Medium	<b>Low</b>	No Impact	Low	Medium	High
Gender reassignment (Transgender identity)	High	<b>Medium</b>	Low	No Impact	Low	Medium	High
Marriage and Civil Partnership	High	Medium	Low	<b>No Impact</b>	Low	Medium	High
Pregnancy and Maternity	High	Medium	Low	<b>No Impact</b>	Low	Medium	High
Race	High	<b>Medium</b>	Low	No Impact	Low	Medium	High
Religion or belief	High	Medium	Low	<b>No Impact</b>	Low	Medium	High
Sexual orientation	High	<b>Medium</b>	Low	No Impact	Low	Medium	High
Human Rights	High	<b>Medium</b>	Low	No Impact	Low	Medium	High
Health & Wellbeing & Health Inequalities	<b>High</b>	Medium	Low	No Impact	Low	Medium	High
Economic & Social Sustainability	<b>High</b>	Medium	Low	No Impact	Low	Medium	High
Environmental Sustainability, Climate Change and Energy Management	<b>High</b>	Medium	Low	No Impact	Low	Medium	High

Total Positive Impacts = 10
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Total No Impacts =3
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Total Negative Impacts = 0
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Positive and No Impact(s) - the Policy needs no further IA at this stage. Transfer the totals to the Summary Sheet for publication  
 Negative Impact(s) - please complete section 26

- 26 If Negative Impact(s) have been identified choose the most appropriate option below (a, b or c). Once you have identified your option, record your decision in the table below highlighting the Impact Area and action to be taken.
- unjustifiable** - your policy must be revised and rewritten to remove the negative impact. This is the concept of 'treat' in risk management
  - can be justified** without further consultation. The justification is noted and recorded and the policy is signed off. This is the concept of 'managed' in risk management
  - may or may not be justifiable** - the proposed justification for the risk is noted and the policy is then consulted upon at the level that is appropriate. For instance, an employment policy may require only internal consultation where as a service delivery policy may require partner and external consultation.

Impact Area	Option (a), (b) or (c)	Explanation and action to be taken
N/A		

Once completed transfer the actions to the Summary Sheet for publication

## Section 5 : Monitoring And Reviewing

		<b>Guidance</b>
27	How will the implementation of the policy be monitored?	<p>The Strategic Housing Forum will continue to meet on a 6 monthly basis to ensure that the aims of the policy are being delivered by the partner organisations and to retain strategic oversight for the Council.</p> <p>Also, a number of individual reports relevant to actions contained in the LHS will be presented to Elected Members for their agreement. This will include subjects such as the Strategic Housing Investment Plan, Home Energy Efficiency Programme for Scotland : Area Based Schemes, HMO Licensing and Landlord Registration annual reports, Town Centre Living Fund and the Provision of services on the Gypsy/Traveller sites.</p>
28	What (if any) environmental data is to be monitored and who is responsible for the collection of this data?	<p>The Home Energy Efficiency Programme for Scotland: Area Based Scheme gathers information on the carbon savings made through the installation of energy efficiency measures. These outcomes are reported to the Council's Elected Members and also to the Scottish Government. This information is collated on behalf of the Council by the Energy Agency who act as the managing agent for the projects.</p>
29	How will the results of the monitoring be used to develop the policy?	<p>The Local Housing Strategy is a 5 year document that can be updated on an annual basis to ensure that it continues to be relevant throughout its lifetime. This allows for changes in local and national priorities to be appropriately reflected. Also, the information gathered through both the Strategic Housing Forum and Committee reports will be monitored to ensure that it is in line with the outcomes set out in the document and also that any amendments that are required can be made.</p>

30 When and how is the policy due to be reviewed?

This Impact Assessment has not identified any negative impacts of the Local Housing Strategy that would require immediate update. The policy will be in place for the 5 year period 2018-23 and there is a requirement to put in place a refreshed strategy at the end of this period. Meetings of the Strategic Housing Forum will be put in place to ensure that the policy can be regularly reviewed and also Elected Members will be able to retain strategic oversight through the Committee process.

## Section 6 : Quality Assurance and Public Reporting of Results

(information required for the Summary Sheet)

The organisation is required to publish the findings and results of all IAs conducted.

Monitoring of IA returns will be carried out by expert advisors and may result in additional information being required or a revised assessment.

The lead person is responsible for collating the key comments and actions onto the summary sheet below. All members of the group should receive a copy. A copy should also be sent to the lead Service for action.

The summary information should be reported as part of the approval process for the policy and will be the basis of the information on IA for the Committee report where a report to Committee is required.

The lead person is responsible for sending a copy of this completed Impact Assessment Toolkit form to the relevant service for the lead organisation where it will be quality assured and then part or all will be published on the public website.

For Dumfries and Galloway Council this is the Planning and Performance Unit - email it to [ImpactAssessment@dumgal.gov.uk](mailto:ImpactAssessment@dumgal.gov.uk)  
For NHS Dumfries and Galloway email it to [dumf-uhb.EqualityImpactAssessment@nhs.net](mailto:dumf-uhb.EqualityImpactAssessment@nhs.net)

**SUMMARY SHEET  
SUMMARY OF IMPACT ASSESSMENT (IA)**

Policy	Local Housing Strategy	Date of process	09/05/2018
Lead service	Strategic Housing	Contact person for process	James Little

**Names of those involved in process**

Melinda Dolan – Policy and Performance Advisor – DGC  
 Jonathon Gallagher – LGBT Plus  
 William Nicolussi - Dumfries and Galloway Multicultural Association  
 Jim O'Neill – Housing Manager – DGC  
 Adam Black – HMO Licensing and Landlord Registration Manager - DGC  
 James Little – Housing Strategy and Gypsy/Traveller Co-ordinator - DGC

**Summary of IA**

It is a requirement to publish the findings and results of all IAs conducted. The publication should include a summary of the following:

<p><b>Research and data (section 3)</b></p>	<p><b><u>Involvement in development/ review</u></b></p> <ul style="list-style-type: none"> <li>Elected Members</li> <li>Public consultation</li> <li>Registered Social Landlord tenants representatives</li> <li>LGBT Plus network</li> <li>LGBT Youth</li> <li>DGVoice</li> <li>Strategic Housing Forum</li> <li>Tackling Poverty Reference Group</li> <li>Third Sector D&amp;G</li> <li>Residents of the Council owned Gypsy/Traveller sites</li> </ul> <p><b><u>Research</u></b></p> <p>The following sources have been used to inform the development of the Local Housing Strategy:</p>
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	<p>Dumfries and Galloway Housing Need and Demand Assessment 2016  Local Development Plan and Main Issues Report  Council Plan 2017-22  National policy Framework  Dumfries and Galloway Health and Social Care Partnership Strategic Plan 2016-19  Strategic Housing Investment Plan  Scottish Government guidance for development of LHS  Dumfries and Galloway Anti-Poverty Strategy  Corporate Parenting Improvement Plan  Gypsy/Traveller Sites Improvement Plan  Dumfries and Galloway Council Engagement Strategy  Dumfries and Galloway Council Economic Strategy  Local Outcomes Improvement Plan 2017-27  Health and Housing Needs Assessment</p>
<p><b>Impact Assessment (section 4)</b></p>	<p>From the summary table at number 25 list the:-  Positive Impact(s) – 10</p> <p><u>High</u>  Age  Disability  Health and Wellbeing and Health Inequalities  Economic and Social Sustainability  Environmental Sustainability, Climate Change and Energy Management</p> <p><u>Medium</u>  Gender Reassignment  Race  Sexual orientation  Human Rights</p> <p><u>Low</u>  Sex</p>



	<p>No Impact(s) – 3</p> <p>Marriage and Civil Partnership Pregnancy and Maternity Religion or Belief</p> <p>Negative Impact(s) – None</p>
<b>Monitoring and review (section 5)</b>	<p>The Strategic Housing Forum will continue to meet on a 6 monthly basis to ensure that the aims of the policy are being delivered by the partner organisations and to retain strategic oversight for the Council.</p> <p>In addition, a number of individual reports relevant to actions contained in the LHS will be presented to Elected Members for their agreement. This will include subjects such as the Strategic Housing Investment Plan, Home Energy Efficiency Programme for Scotland : Area Based Schemes, HMO Licensing and Landlord Registration annual reports, Town Centre Living Fund and the Provision of services on the Gypsy/Traveller sites.</p> <p>Where relevant to the Council’s performance, a number of indicators are contained within the Council’s Communities Business Plan and are reported through the internal Performance Management system. These outcomes are reported to Elected Members to ensure that they are being achieved as expected.</p>

### Summary of actions arising from the Impact Assessment

Transfer details from table at number 26

<b>Actions</b>	<b>Responsibility</b>	<b>Timescale</b>
There are no negative impacts to the implementation of the Local Housing Strategy		

### Section 7 : Improving the Impact Assessment Process

**Feedback (optional)** - Please use the space below to detail any matters arising from the Assessment which will help us improve the process

Please score from 1 to 6 where 1 is low and 6 is high	Please tick (✓)					
	1	2	3	4	5	6
1 How well did this toolkit help you understand the IA process?					✓	
2 Did the toolkit assist you in improving your policy?				✓		
3 Was the language and format easy to follow?				✓		

4 Any other comments

**The support received from the Council's Policy and Performance Advisor was key to both the completing of the Impact Assessment and also to understanding the requirements placed upon Council officers.**

Please send this form to:

Planning and Performance Unit, Dumfries and Galloway Council, Council Offices, Dumfries DG1 2DD Drop Point: 320  
or email: [ImpactAssessment@dumgal.gov.uk](mailto:ImpactAssessment@dumgal.gov.uk)

Equality and Diversity Lead, NHS Dumfries and Galloway, High East, Crichton Hall, The Crichton, Dumfries DG1 4TG  
or email: [dumf-uhb.EqualityImpactAssessment@nhs.net](mailto:dumf-uhb.EqualityImpactAssessment@nhs.net)