



# Integrated Impact Assessment Pre-screening Stage 1

The Integrated Impact Assessment (IIA) supersedes the previous Equality and Human Rights Impact Assessment (EHRIA) form.

The pre-screening (Stage 1) will determine if your proposal requires a full impact assessment (Stage 2). Stage 2 will look at details of your proposals, the impact and any mitigations in place.

**Note:** This form should be completed using the guidance contained in the document: 'Guide to Completing an Integrated Impact Assessment'. Please read the guidance before completing this form.

This assessment and accompanying guidance use the term 'policy' for any activity within Aberdeen City Council. Therefore 'policy' should be understood broadly to embrace the full range of your policies, provisions, criteria, functions, practices and activities including the delivery of services - essentially everything you do.

## **Purpose:**

Aberdeen City Council wants Aberdeen to be a place where all people can prosper. We want everyone in Aberdeen to have fair opportunities regardless of their background and circumstances. The aim of this assessment is to allow you to critically assess:

- the impact of the policy / proposal on different communities.
- whether Aberdeen City Council is meeting its legal requirements in terms of [Public Sector Equality Duty](#), [Equality Outcomes](#) and [Human Rights](#);
- whether [Children's Rights](#) have been impacted;
- whether [Socio-economic disadvantage](#) is reduced;
- whether any measures need to be put in place to ensure any negative impacts are eliminated or minimised which will be covered in Stage 2.

Title* Name your business case, policy, strategy or proposal (including budget proposals)	Housing Revenue Account 2024-25							
Report no or Budget proposal number:	RES/23/385							
Committee name and date :	Council 13 <sup>th</sup> December 2023							
Is this a new or existing policy/ proposal?	Housing Support Services Charges							
Brief description of policy / proposal (including intended outcomes and purposes)	Increase of Housing Support Services Charges for 2024/25. Recommended increase as a result of review of expenditure including pay awards and rental.							
Do you consider this proposal to have any impact on the:								
a. Human Rights of people?	Yes							
b. Rights of Children and Young people?		No		Unsure				
What is your assessment of the impact on groups with: a. Protected characteristics b. Children and young people c. Other  As part of your assessment here, consider the impact of your policy on people and how they will be able to access goods, services and information with no barriers.	<b>H</b>	High negative impact	<b>H</b>	<b>M</b>	<b>L</b>	<b>N</b>	<b>P</b>	<b>U</b>
	<b>M</b>	Medium negative impact						
	<b>L</b>	Low negative impact						
	<b>N</b>	No impact						
	<b>P</b>	Positive impact						
	<b>U</b>	Unsure						
	Age		√					
	Disability		√					
	Gender Reassignment				√			
	Marriage and Civil partnership				√			
	Pregnancy and Maternity				√			
	Race				√			
	Religion or Belief				√			
Sex				√				
Sexual Orientation				√				
Children and young people				√				
Other - Homeless Clients				√				
Socio-Economic Inequalities  Not every person / family has access to regular income or savings. Will your proposal have an adverse or high impact on them?	Yes- Although the recommendation is to increase charges, the majority of people who require this accommodation will receive benefits to pay for this charge. Impact will therefore be on	No		Unsure				

	DWP (Central Government)		
What considerations did you have when making the above selections?			
Internal or existing data <i>Please detail your sources</i>	Ledger information from 2023/24 and projections for 2024/25		
Consultations with officers or partner organisations <i>Please list your sources</i>	We consulted with Officers - the Benefits Officer to ensure the costs included in the charge were eligible for benefits and the Housing Access and Support Manager to check the costs included reflected the service being provided in 2024/25.		
Other: <i>Please list your sources</i>			
Does this proposal contribute to the <a href="#">Public Sector Equality Duty</a> to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations?	Yes - please explain	<b>No</b>	Unsure
Does this proposal contribute to the Council's <a href="#">Equality Outcomes 2021-25</a> ?	Yes - please explain	<b>No</b>	Unsure
<b>Please note for any high negative or medium negative impacts identified (red or amber), a full Integrated Impact Assessment will be required (stage 2).</b>			
Please provide a brief high-level summary that your policy will bring about: Use this space to highlight what your proposal intends to achieve. The increase in Housing Support Charges will allow the council to cover the costs for providing these services, tenants will be claim for benefits to cover any increases. In order to mitigate the impact of the increase tenants will be made aware of what benefits they can claim.			
Will a full assessment be required?	<b>Yes</b>	No	Unsure
Assessment completed by: Name and job title	Helen Sherrit, Finance Partner		
Date:	22/11/2023		
Signed and approved by Chief Officer (Name and signature)	Jonathan Belford, Chief Officer - Finance		
Date:	06/12/23		

If you have any queries or require this form in an alternative format, please contact  
Integrated Impact Assessment

A fully completed and signed form should be mailed as a PDF to the above email address for publishing your assessment.



## Integrated Impact Assessment

### Stage 2

This stage should be completed following Stage 1 of the Integrated Impact Assessment where required.

In this stage, focus is on assessments that have a high or medium negative impact and the proposed mitigations. Please tick which areas it might affect and provide a summary of your mitigating actions for the negative impacts identified. You do not need to give a mitigation for each article.

#### Human Rights

Does the proposal have an impact on [Human Rights](#)? Identify the relevant Article and record the relevant impact and describe as a summary the mitigating steps proposed.

	<b>High / Medium Negative impact</b>	<b>Mitigations</b> Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
<b>Article 6</b> Right to a fair and public hearing	N/A	
<b>Article 7</b> No punishment without law	N/A	
<b>Article 8</b> Right to respect for private and family life, home and correspondence	N/A	
<b>Article 9</b> Freedom of thought, conscience and religion	N/A	

<b>Article 10</b> Freedom of expression	N/A	
<b>Article 11</b> Freedom of assembly and association	N/A	
<b>Article 12</b> Right to marry and to found a family	N/A	
<b>Article 14</b> Right not to be subject to discrimination	N/A	
<b>Article 1 of Protocol 1</b> Protection of property	N/A	
<b>Article 2 of Protocol 1</b> Right to education	N/A	
<b>Article 3 of Protocol 1</b> Right to free elections	N/A	

## Children and Young People's Rights

The United Nations Convention has 54 articles that cover all aspects of a child's life and set out the civil, political, economic, social and cultural rights that all children everywhere are entitled to. It also explains how adults and governments must work together to make sure all children can enjoy all their rights.

Children's rights apply to every child/young person under the age of 18 and to adults still eligible to receive a "children's service" (e.g. care leavers aged 18 - 25 years old).

Identify all Articles of the United Nations Convention on the Rights of the Child ([UNCRC](#)) and [Optional Protocols](#) which are relevant to your proposal and record the relevant impact and describe the mitigating steps.

Please tick which areas it might affect and provide a summary of your mitigating actions. You do not need to give a mitigating step for each article.

	<b>High / Medium Negative impact</b>	<b>Mitigations</b> Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1

<b>Article 1</b> definition of the child	N/A	
<b>Article 2</b> non-discrimination	N/A	
<b>Article 3</b> best interests of the child	N/A	
<b>Article 4</b> implementation of the convention	N/A	
<b>Article 5</b> parental guidance and a child's evolving capacities	N/A	
<b>Article 6</b> life, survival and development	N/A	
<b>Article 7</b> birth registration, name, nationality, care	N/A	
<b>Article 8</b> protection and preservation of identity	N/A	
<b>Article 9</b> separation from parents	N/A	
<b>Article 10</b> family reunification	N/A	
<b>Article 11</b> abduction and non-return of children	N/A	
<b>Article 12</b> respect for the views of the child	N/A	
<b>Article 13</b> freedom of expression	N/A	
<b>Article 14</b>	N/A	

freedom of thought, belief and religion		
<b>Article 15</b> freedom of association	N/A	
<b>Article 16</b> right to privacy	N/A	
<b>Article 17</b> access to information from the media	N/A	
<b>Article 18</b> parental responsibilities and state assistance	N/A	
<b>Article 19</b> protection from violence, abuse and neglect	N/A	
<b>Article 20</b> children unable to live with their family	N/A	
<b>Article 21</b> adoption	N/A	
<b>Article 22</b> refugee children	N/A	
<b>Article 23</b> children with a disability	N/A	
<b>Article 24</b> health and health services	N/A	
<b>Article 25</b> review of treatment in care	N/A	
<b>Article 26</b> social security	N/A	
<b>Article 27</b> adequate standard of living	N/A	

<b>Article 28</b> right to education	N/A	
<b>Article 29</b> goals of education	N/A	
<b>Article 30</b> children from minority or indigenous groups	N/A	
<b>Article 31</b> leisure, play and culture	N/A	
<b>Article 32</b> child labour	N/A	
<b>Article 33</b> drug abuse	N/A	
<b>Article 34</b> sexual exploitation	N/A	
<b>Article 35</b> abduction, sale and trafficking	N/A	
<b>Article 36</b> other forms of exploitation	N/A	
<b>Article 37</b> inhumane treatment and detention	N/A	
<b>Article 38</b> war and armed conflicts	N/A	
<b>Article 39</b> recovery from trauma and reintegration	N/A	
<b>Article 40</b> juvenile justice	N/A	
<b>Article 41</b> respect for higher national standards	N/A	



<b>Article 42</b> knowledge of rights	N/A		
<b>Optional</b> Protocol on a Communications Procedure			

## Protected Characteristics

Aberdeen City Council wants to ensure everyone is treated fairly. Identify the [protected characteristics](#) that your policy/ proposal affects and record the relevant impact and describe the mitigating steps.

	<b>High / Medium Negative impact</b>	<b>Mitigations</b> Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
<b>Age</b> A person belonging to a particular age (for example 32-year-olds) or range of ages (for example 18 to 30year olds).	High	Many of those who are homeless will be younger people, we have mitigated the increase by ensuring all costs are eligible for benefits and by setting the charges in December it will allow tenants to update their charges to ensure they receive the uplift from DWP, with effect from the date that the higher costs apply.
<b>Disability</b> people with disabilities / long standing conditions	High (depending on data)	
<b>Race (including Gypsy / Travellers)</b> people from minority ethnic communities and different racial backgrounds		
<b>Religion or belief</b> people with different religion and belief to include those with no beliefs		
<b>Sex - Gender identity</b> men or women, boys and girls		

<b>Pregnancy and maternity</b> women who are pregnant and / or on maternity leave		
<b>Sexual orientation</b> lesbian, gay, bisexual, heterosexual / straight		
<b>Gender reassignment</b> anybody whose gender identity / expression is different to the sex assigned to them at birth		
<b>Marriage and civil partnership</b> people who are married or in a civil partnership		

### Socio-Economic Inequalities

Not every person / family has access to regular income or savings. You should therefore consider the impact of your proposal on people who might be unemployed, single parents, people with lower education or literacy, looked after children, those with protected characteristics are just some examples.

Identify the group that your policy/ proposal affects and record the relevant impact and describe the mitigating steps.

	<b>High / Medium Negative impact</b>	<b>Mitigations</b> Please state/summarise your mitigating actions for the negative impact(s) identified in stage 1
<b>Low income / income poverty</b> - those who cannot afford regular bills, food, clothing payments.	Medium	The mitigating impact from the increased charge is the tenant should apply for benefits from DWP to cover the increase.
<b>Low and/or no wealth</b> - those who can meet basic living costs but have no savings for unexpected spend or provision for the future	Medium	As above.

<b>Material deprivation</b> - those who cannot access basic goods and services, unable to repair/replace broken electrical goods, heat their homes or access to leisure or hobbies		
<b>Area deprivation</b> - consider where people live and where they work (accessibility and cost of transport)		
<b>Socio-economic background</b> - social class, parents' education, employment, income.		

### Consultation and monitoring

	Yes	No
Have you undertaken any of form of consultation with any of the affected groups?		
Describe the consultation processes/methods undertaken and the number of participants/respondents	No consultation was undertaken.	
Summarise the changes or improvements that have been made to the policy because of the consultation.		
Set out what suggested changes or improvements that have not been made and why	In order to reduce the high impact of the increases in the Support Services charges, we will ensure people are aware of the benefits they are entitled to either through the Financial inclusion Team or the Housing Service.	
What impact(s) has the consultation had upon your proposal?		
How will this policy be monitored		
Use this section to justify why your proposal should go ahead despite the negative impacts identified.		

**Authorisation and sign off: for Stage 2:**

<b>Title of Policy / proposal:</b>	New Support Services Charges for 2024-25	
<b>Directorate and Cluster:</b>	<b>Resources, Accounting</b>	
<b>Policy and assessment author (s)</b>	Name: Helen Sherrit Job title: Finance Partner Date:23/11/23	Name: Job title: Date:
<b>Authorised and approved by Director or Chief Officer</b>	Name: Jonathan Belford Job title: Chief Officer - Finance Date:06/12/23	Name: Job title: Date:

Following completion and approval, please email your completed assessment to:  
[equality\\_and\\_diversity@aberdeencity.gov.uk](mailto:equality_and_diversity@aberdeencity.gov.uk)