

Scottish Borders Council

Stage 3 Equality Impact Assessment - Sign Off

(For use at the end of development project/proposal/policy development – prior to sign off)

3.1	Title of Proposal:	Volunteer Policy
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(Please enter the title or reference for your proposal)

3.2	Service Area: Department:	Strategy & Policy
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(Please enter the department/service area submitting the proposal)

3.3	Description:	The Policy will support a more consistent to recruiting and supporting volunteers working with Scottish Borders Council.
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(Please enter a full description of your proposal including its aims and objectives)

3.4

Impact Assessment

Use the information you have gathered during the development of your proposal to identify the anticipated impacts of your proposal against the three arms of the Equality Duty.

Equality Characteristic	Impact			Description	Mitigation & Recommendations
	No Impact	Positive Impact	Negative Impact		
				<i>Please enter your reasoning for your assessment based on the evidence you have gathered.</i>	<i>Please enter any mitigations if you have identified a negative impact &/ or recommendation for implementation</i>
Age (Older or younger people or a specific age grouping)		X		The Policy recognises that age is not a barrier to volunteering although a thorough risk assessment should be undertaken to ensure that any risks are managed appropriately.	
Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring		X		The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers.	
Gender (Males, Females, Transgender or Transsexual people)		X		The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers.	
Race Groups: including colour, nationality, ethnic		X		The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers.	

origins, including minorities (e.g. gypsy travellers, refugees, migrants and asylum seekers)					
People with Religious or other Beliefs: different beliefs, customs (including atheists and those with no aligned belief)		X		The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers.	
Sexual Orientation, e.g. Lesbian, Gay, Bisexual, Heterosexual		X		The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers.	
Carers (those who have caring responsibilities for someone with an equality Characteristic)		X	X	The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers. SBC is unable to provide out of pocket expenses to cover the cost of providing cover for carers which may limit the number of volunteering opportunities a carer is able to participate in.	See poverty characteristic below
Poverty (people who are on a low income including benefits claimants, people experiencing fuel poverty, isolated rural communities etc)		X	X	Some protected characteristic groups may be further impacted	Where SBC is seeking the views of people within a specific group, but is unable to reimburse all out of pocket expenses, steps will be taken to seek their views/experience using other mechanisms.

	Employees (those employed by the Council including full time, part time and temporary)				The Policy promotes equality of volunteering opportunity while it is recognised that not all volunteering opportunities are suitable for all volunteers.	
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3.5	Relevance to the Equality Duty in Summary:					
	What impact will your proposal have on the following : <i>(After considering all the available evidence what impact do you believe the implementation of this proposal will have in relation the Equality Duty?)</i>					
	Equality Duty			Reasoning:		
	Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will proposal discriminate? Or help eliminate discrimination?)</i>			The proposal will help eliminate discrimination through promoting the equality of opportunity to participate in volunteering. The policy states that volunteers will be treated fairly and with respect.		
	Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>			The policy sets out to promote equality of opportunity for all.		
Foster good relations? <i>(Will your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>			The policy promotes an inclusive approach to volunteering within Scottish Borders Council.			

3.6	Recommendations & Mitigation					
	Please summaries all recommendations and mitigations for approval by the decision makers who will approve your proposal					
	Characteristic	Mitigation/Recommendation				Approved Yes/No
Poverty	Where SBC is seeking the views of people within a specific group, but is unable to reimburse all out of pocket expenses, steps will be taken to seek their views/experience using other mechanisms.					

Signed Off (Sign off <u>must</u> be completed by Service Manager or Director)			
Name:		Directorate:	
Post:		Date:	

EIA Completed By			
Name	Clare Malster	Service Area.	Strategic Policy Unit
Post	Strategic Community Engagement Officer	Date	14/04/15 Amended 20/05/15

Next Steps:

	Date
Proposals Approved for Implementation:	
EIA Published:	
Date for Review of Findings:	

If it is agreed that your proposal will progress, you must send an electronic copy to corporate communications to publish on the webpage within 3 weeks of the decision.

For your records, please keep a copy of this Equality Impact Assessment form.