



**REPORT TO:** HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD – 19 FEBRUARY 2025

**REPORT ON:** FUTURE PROVISION OF PRACTICAL SUPPORT SERVICES

**REPORT BY:** CHIEF OFFICER

**REPORT NO:** DIJB3-2025

## **1.0 PURPOSE OF REPORT**

- 1.1 The purpose of this report is to seek the IJB's approval to end the traditional Practical Support Service in order to permanently release resources to be targeted where need is greatest and help to reduce unmet need across the Partnership's wider social care services.

## **2.0 RECOMMENDATIONS**

It is recommended that the Integration Joint Board (IJB):

- 2.1 Notes the changing context and demand for the delivery of practical support services, including during and after the COVID-19 pandemic (sections 4.1 and 4.2).
- 2.2 Approves the proposal to cease operating the traditional Practical Support Services, in recognition that the key components of the service can be supplied by Dundee's community infrastructure, either provided by the third sector or the commercial market which has developed rapidly during the last two years and is more cost effective and flexible than the Partnership's in-house services (section 4.3).
- 2.3 Notes that the Social Work teams / Social Isolation Worker (Third Sector Partner) will support those who need a practical support service in the future by signposting to a variety of cost-effective service provision (section 4.3).
- 2.4 Notes that practical support tasks that are incidental to core social work tasks and within housing with care continuing to be delivered as an integrated part of those core services (section 4.3.4).
- 2.5 Remits to the Chief Officer to issue Direction to Dundee City Council to cease providing the Practical Support Service.

## **3.0 FINANCIAL IMPLICATIONS**

- 3.1 The budget for the Practical Support Service has been utilised as a contribution to offset budgeted staff slippage provisions in the IJB's overall delegated budget as service demand has dropped over the last few years. In addition, the services provided are chargeable and therefore reductions in service provision has seen a reduction in income received therefore adjustments are required to income budgets accordingly. Formally approving the cessation of the service provision will therefore not result in the release of funding for other purposes.

## **4.0 MAIN TEXT**

### **4.1 Background**

- 4.1.1 The term 'practical services' used in Dundee comes from the development of social care over the last thirty years. The NHS and Community Care Act (1990) began to change the delivery of social care services. This created a responsibility for community care for vulnerable citizens, with service provision to meet individual need, identified as part of a community care

assessment. Home care, day care and respite care were developed to help people live in their own home wherever possible. Prior to this time support in the home was known as Home Helps and consisted of a range of ad hoc supports such as laundry, housework, shopping etc.

- 4.1.2 The Regulation of Care (Scotland) Act 2001 introduced the National Care Standards and identified a requirement for the registration of services and the development of an inspection framework. In the years since then, there has been a professionalisation of the social care workforce including individual registration with the Scottish Social Services Council. This has provided a framework to support and train, to a high standard, the professional care workforce. Staff must participate and complete SVQ qualifications to comply with their registration, deliver high quality support and meet the requirements of the National Health & Social Care Standards. This has led to us focusing Partnership services on the high quality and more complex specialist support and care required to enable people to remain within their own community. Practical support remains an unregistered service provided by the Dundee Health and Social Care Partnership.
- 4.1.3 Increasingly within national and local strategic planning, Care at Home, along with the wider social care staff in areas such Social Care Response Service have upskilled and work across the wide range of social care required within our communities. This focus on high standards of professional care, has resulted in very good inspection gradings across Partnership services. In tandem with these developments, there has been the growth of the voluntary and third sector in the provision of the more practical support networks. These range from domestic cleaning, to meals, laundry, and shopping services. In addition to this there has been a commercial development of these services which has changed how people choose to get their practical support, such as on-line shopping and supermarket delivery.
- 4.1.4 There is a need for the Partnership to look at which services are focused on from an eligibility perspective, what can be provided within our framework of service provision, and our ability to commission directly, or support individuals to privately purchase practical support. It should be noted that practical support services purchased from the third and commercial sectors is very often at a price that the Partnership cannot match under the charging policy.

## 4.2 Current Position

- 4.2.1 There has been a gradual reduction in the provision of in-house practical support corresponding to the growing development of the third and commercial sector provision of these services. These independently provided services, have become increasingly competitive providing a wider range of tasks (for example, curtain changes and cleaning, work requiring a ladder and supported self-managed shopping) than the Partnership's in-house services is able to provide due to rota planning and health and safety limitations agreed in-house. Some tasks essential to safe care, such as dishes when preparing a meal / supported meals or continence laundry, are incidental to a social care visit and included in the core social care support plan. The reduction in requests and requirements for the Practical Support Service has resulted in receding demand, with no new staff having been appointed in the last 8 years, and the overall service workforce reducing through individual retirements or moving post.
- 4.2.2 Developments over recent years suggest that the Practical Support Service is no longer aligned to future models of service provision from the Partnership nor with the development of the professional care workforce. The table below highlights the services that are currently delivered, including costs to service users, with a sample of the alternatives available.

Service	Detail	Cost	Provider >65	Provider <65	Independent comparator
Housework	General household duties	£14.50 per hour	In-house	In-house	Commercial providers sampled range from £12.95 to £14.00.
Laundry	Uplift/wash/iron/deliver	£9.90 (significantly subsidised rate -	In-house	In-house	Commercial providers sampled from

		full cost recovery estimated to be £14.50)			£12.00 for 0-4kg
Shopping	Groceries	£10.20 per shop	In-house	Food Train £5.00	Supermarket delivery cost from £1.00 and other express delivery services from £2.50.

4.2.3 During the COVID-19 pandemic most service users who purchased practical support services were in the high-risk or shielding category due to their age and condition. This amounted to 331 service users prior to March 2020. During the pandemic practical services were classed as non-essential, and national guidance resulted in an inability to meet many of the requirements. Housekeeping was ceased due to issues around hoovering and dusting and damage to surfaces from cleaning chemicals. There was a reduced laundry service, however some were retained to assist those with incontinence needs. Many families chose to provide this support themselves to reduce the risk of transmission and those without families were provided limited support from their social care providers. Some people secured the services of private providers once it was safe to do so.

4.2.4 At the commencement of lock down there were 27 staff members remaining, with several of them shielding and absent due to sickness absence. The staffing resource within these teams were transitioned into support for Partnership social care teams and community meals service. A small number were retained for laundry services. Four staff were on sessional social care contracts and were offered temporary contracts during the pandemic, with the rest deployed into housing with care and the community meal service.

4.2.5 Pre-pandemic (March 2020) there were 2 (FTE) Organisers in post; at the present time 0.5 FTE remains in post. In addition, as of March 2020 there were 27 other staff in post, through a combination of retiral, resignations and transfers to other roles 11 members have since left the service. This leaves 16 members of staff currently in post, (9.73 FTE (Full Time Equivalent), as described below (costs as at July 2024):

Role / Grade of staff	WTE established posts	Annual pay costs if re-established/recharge to the service
Organiser Grade 8	0.5 (staff in post)	£22,610
	1.5 (Established Posts that are Vacancies)	£109,762
Practical Support Grade 4 (Bottom of Grade 4)	9.73 (staff in post)	£304,977
	12.78 (Established Posts that are Vacancies)	£383,555
<b>Total</b>		<b>£820,904</b>

### 4.3 Future Service Needs

4.3.1 The number of enquiries about the housekeeping service resuming has been minimal. It is not expected that this will increase, with those requiring support obtaining services from alternative sources in the third and independent sector for the foreseeable future. It is expected that the costs that can be charged by independent providers will continue to be lower than those applied by the Partnership under the charging policy.

4.3.2 The cost of the Partnership's shopping service is prohibitive for services users, who have found alternative means of shopping through the wide range of providers who have flourished during the recent pandemic. It is not expected that demand will resume, as the costs that can be

charged by independent providers could not be matched under the Partnership's charging policy.

- 4.3.3 Housing with care currently utilise 179 hours of practical service, for the unregistered element of care. For Infection Prevention and Control purposes it is recommended that social care staff do not carry out cleaning activities unless incidental to the core social care task. It is considered beneficial for practical support staff, either private or in-house, to work alongside our Social Care Workers in our facilities which currently would require up to 5 WTE of the remaining 9.73 WTE Practical Support Service staff. In addition, Social Work teams / Social Isolation Worker (Third Sector Partner) will support those who need a practical support service in the future by signposting to a variety of cost-effective service provision.
- 4.3.4 It is therefore proposed that the IJB ceases to commission the Practical Support Service from Dundee City Council. With practical support tasks that are incidental to core social work tasks and within housing with care continuing to be delivered as an integrated part of those core services.
- 4.3.5 Initial consultation with Trade Unions has taken place, with a desire to engage further to clarify the specific implications for and options available to the remaining staff in the service should the IJB approve the cessation of the Practical Support Service. Initial engagement with the affected staff group has included acknowledgement of the changing nature of services provided by the Partnership and a desire for a decision to be made about the future of the service to allow further negotiation to proceed between the Council and Trade Unions regarding their future roles.

## 5.0 POLICY IMPLICATIONS

- 5.1 This report has been subject to an Integrated Impact Assessment to identify impacts on Equality & Diversity, Fairness & Poverty, Environment and Corporate Risk. An impact, positive or negative, on one or more of these issues was identified. An appropriate senior manager has checked and agreed with this assessment. A copy of the Integrated Impact Assessment showing the impacts and accompanying benefits of / mitigating factors for them is included as an Appendix to this report.

## 6.0 RISK ASSESSMENT

This is a mandatory field and an explanation must be provided which covers the fields below. Please fill in and copy this table for each individual risk identified.

<b>Risk 1 Description</b>	Current services users are not able to secure alternative services.
<b>Risk Category</b>	
<b>Inherent Risk Level</b>	Likelihood (3) x Impact (3) = Risk Scoring (9)
<b>Mitigating Actions</b> (including timescales and resources )	Social Work teams / Social Isolation Worker (Third Sector Partner) will support those who need a practical support service in the future by signposting to a variety of cost-effective service provision to choose from.
<b>Residual Risk Level</b>	Likelihood (1) x Impact (1) = Risk Scoring (1)
<b>Planned Risk Level</b>	Likelihood (1) x Impact (1) = Risk Scoring (1)
<b>Approval recommendation</b>	It is expected that the costs that can be charged by independent providers could not be met by our service income charge, offering better value for individuals and reducing down any associated risks of being unable to access services

## 7.0 CONSULTATIONS

- 7.1 The Chief (Finance) Officer, Heads of Health and Community Care and the Clerk were consulted in the preparation of this report.

## 8.0 DIRECTIONS

The Integration Joint Board requires a mechanism to action its strategic commissioning plans and this is provided for in sections 26 to 28 of the Public Bodies (Joint Working)(Scotland) Act 2014. This mechanism takes the form of binding directions from the Integration Joint Board to one or both of Dundee City Council and NHS Tayside.

Direction Required to Dundee City Council, NHS Tayside or Both	Direction to:	
	1. No Direction Required	
	2. Dundee City Council	X
	3. NHS Tayside	
	4. Dundee City Council and NHS Tayside	

## 9.0 BACKGROUND PAPERS

None

Dave Berry  
Acting Chief Officer

DATE: 22 January 2025

Fiona Gibson  
Associate Locality Manager

David Philips  
Integrated Manager

This page is intentionally left blank

## DIRECTION FROM DUNDEE CITY INTEGRATION JOINT BOARD

1	Reference	DIJB3-2025
2	Date Direction issued by Integration Joint Board	19 February 2025
3	Date from which direction takes effect	19 February 2025
4	Direction to:	Dundee City Council
5	Does this direction supersede, amend or cancel a previous direction – if yes, include the reference number(s)	No
6	Functions covered by direction	Local Authority operated Practice Support Service.
7	Full text of direction	The IJB directs Dundee City Council to formally withdraw the provision of practical support services.
8	Budget allocated by Integration Joint Board to carry out direction	The budgeted resources released through the closure of the Practical Support Services be reinvested to offset staff slippage budgetary allowances and income budgets.
9	Performance monitoring arrangements	Financial monitoring and performance monitoring processes.
10	Date direction will be reviewed	19 February 2026

*This page is intentionally left blank*



## Dundee Integration Joint Board Integrated Impact Assessment

There are 2 steps in this Integrated Impact Assessment process. **Step 1** is a pre-assessment screening tool which should be completed for every IJB report. **Step 2** is the Integrated Impact Assessment to be completed when screening has indicated that IIA is required.

### Step 1-Essential Information and Pre- Impact Assessment Screening Tool

Complete all boxes with an X or answer or indicate not applicable(n/a).

Document Title	FUTURE PROVISION OF PRACTICAL SUPPORT SERVICES						
Type of document	Policy		Plan		Other- describe	X Service change proposal	
Date of this Pre-Integrated Impact Assessment Screening	18/01/2025						
Date of last IIA (if this is an update)	n/a						
<b>Description of Document Content &amp; Intended Outcomes, Planned Implementation &amp; End Dates</b>							
The purpose of this report is to seek the IJB's approval to end the traditional Practical Support Service in order to permanently release resources to be targeted where need is greatest and help to reduce unmet need across the Partnership's wider social care services.							
<b>Lead Officer/Document Author</b> (Name, Job Title/Role Email)							
Angela Smith, Interim Head of Service, Health and Community Care Fiona Gibson, Interim Associate Locality Manager, Community Services							
<b>Officer completing Pre-Integrated Impact Assessment Screening &amp; IIA</b> (Name, Job Title/Role, Email)							
Fiona Gibson, Interim Associate Locality Manager, Community Services							
<b>Names of colleagues or groups who contributed to pre-screening and IIA</b>							
David Phillips, Integrated Manager, Care at Home Services							
<b>Note-</b> some reports to IJB might not require an IIA. Completing screening will help identify when an IIA is needed. Common documents and reports that <u>may not</u> require this can include report or progress report on an existing plan / A report on a survey or stating the results of research. / Minutes, e.g., of Sub-Committees. / Ongoing Revenue expenditure monitoring. When the purpose is the noting of a report or decision made by another body or agency (e.g. Council, NHS), including noting of strategy, policies and plans approved elsewhere, reference should be made in the IJB report to the Impact Assessment (or Screening) which accompanied the original report to the decision makers and where this can be found.							
<b>Can the IJB report and associated papers be described as any of the following?</b> Indicate Yes or No for each heading. When you answer YES this is an indication that an IIA is needed. Submit a response for all on Pages 1 and 2.						<b>Yes</b>	<b>No</b>
A document or proposal that requires the IJB to take a decision						x	
A major Strategy/Plan, Policy or Action Plan							x
An area or partnership-wide Plan							x
A Plan/Programme/Strategy that sets the framework for future development consents							x

## Dundee Integration Joint Board Integrated Impact Assessment

The setting up of a body such as a Commission or Working Group		X
An update to an existing Plan (when additional actions are described and planned)		X

Will the recommendations in the report impact on the people/areas described below? When the answer is <u>yes</u> to any of the following an <u>IIA must</u> be completed	Y	N
Individuals who have Equality Act Protected Characteristics I.e. Age; Disability; Gender Reassignment; Marriage & Civil Partnerships; Pregnancy & Maternity; Race / Ethnicity; Religion or Belief; Sex; Sexual Orientation	X	
Human Rights. For more information visit: <a href="https://www.scottishhumanrights.com">https://www.scottishhumanrights.com</a>		X
Individuals residing in a Community Regeneration Area (CRA)? i.e. Living in the 15% most deprived areas in Scotland according to the 2020 Scottish Index of Multiple Deprivation.	X	
People who are part of households that have individuals who are more at risk of negative impacts? Including Care Experienced children and young people; Carers (Kinship carers and unpaid carers who support a family member or friend); Lone Parent Families/ Single Female Parents with Children; Households including Young Children and/or more than 3 children); Retirement Pensioner (s).	X	
Individuals experiencing the following circumstances? Working age unemployment; unskilled workers; homelessness (or potential homelessness); people with serious and enduring mental health conditions; people/families impacted by drug and/or alcohol issues		X
People (adversely) impacted by the following circumstances: Employment; education & skills; benefit advice / income maximisation; childcare; affordability and accessibility of services		X
Offenders and former offenders		X
Effects of Climate Change or Resource Use		X
Ways that plans might support mitigating greenhouse gases; adapting to the effects of climate change, energy efficiency & consumption; prevention, reduction, re-use, recovery or recycling waste; sustainable procurement.		X
Transport, Accessible transport provision; sustainable modes of transport.		X
Natural Environment		X
Air, land or water quality; biodiversity; open and green spaces.		X
Built Environment. Built heritage; housing.		X

**An IIA is required when YES is indicated at any question in the screening section above.**  
**The following IIA pages will provide opportunity to explain how the recommendations in the report impact on the people/areas described above.**

**From information provided in Step 1 (Pre-screening) Is an IIA needed?**

Y   X   N

**When IIA is required describe planned monitoring and review of IIA with dates**

<b>Anticipated Date of IJB</b>	19 February 2025	<b>IJB Report Number</b>	DIJB3-2025
<b>Date Step 1 of IIA</b>	18/01/2025		

## Dundee Integration Joint Board Integrated Impact Assessment

completed	
-----------	--

## Dundee Integration Joint Board Integrated Impact Assessment

Complete Step2 only when IIA is needed

### STEP 2 -Impact Assessment Record

#### Conclusion of Equality and Fairness Impact Assessment

(complete this **after** considering the Equality and Fairness impacts through completing questions on next pages)

The impact of the decommissioning of practical support services would be equal across all areas in the city. Whilst the service has not been restricted to older people, traditionally most service users have fitted within this category. The decommissioning has been assessed as having a likely positive impact on service users, as the new model of service access via the third and private sectors offers more readily available services, at a lower price and higher quality than the Partnership can provide. Partnership staff will continue to support and signpost people to access practical support services from these alternative providers where relevant. There is some risk of negative impact on staff working within the service if they do not wish to continue within posts that they are currently redeployed to. This risk will be mitigated by close working with Dundee City Council (as the employer) through their organisational change policy to identify individual solutions.

#### Summary of Activities undertaken as part of information gathering and assessment of potential impacts including local involvement, research and meeting discussions.

Date	Activity/Activities	People/groups	By whom
July 2024	Research	Local companies providing similar services. Analysis of service use data, including new referral / customer data.	Integrated Manager
Oct 2023	Meetings	Staff / Trade Unions	Associate Locality Manager / Integrated Manager / HR
Ongoing since March 2020	Feedback from current and prospective service users	Informal feedback has been offered to the Partnership by people who have previously used the Practical Support service and have then chosen to move to an alternative provider. Feedback has also been received from prospective service users research options for practical support, the vast majority of whom did not go on to purchase services from the Partnership.	Workforce within the Practical Support Service

# Dundee Integration Joint Board Integrated Impact Assessment

**STEP 2- Impact Assessment Record** (continued) **Equality, Diversity & Human Rights** – Mark **X** in all relevant boxes. *When assessing impacts throughout this record a **brief explanation is required** and any planned mitigating actions should be described. It is possible that both positive and negative impacts can be identified for the circumstances described.*

*(If choosing 'not known' identify if further research is needed and if not, why not.)*

Age		Explanation, assessment and potential mitigations
Positive	X	<p>There is now availability of these services within the third and private sector being delivered at a lower cost and better quality than the HSCP can provide. Where practical tasks are incidental to a core social care package of support these will continue to be carried out by the Partnership as part of that package of care. Any new service users seeking Practical Support services will be pro-actively signposted to alternative sources of provision in the third and private sectors.</p> <p>The current workforce is predominately older workers, who may find it difficult to find alternative employment if they did not wish to continue with the posts they have been redeployed to. 8 of the staff are aged between 60 and 69. 2 of the staff are over 70 years old. The Partnership will work with Dundee City Council as the employer through their organisational change policies to find individual solutions for each staff members. From consultation discussions held to date, including with Trade Unions it is expected that an acceptable solution will be able to be found for all remaining staff members.</p>
No Impact		
Negative	X	
Not Known		
Disability		Explanation, assessment and potential mitigations
Positive	X	<p>There is now availability of these services within the third and private sector being delivered at a lower cost and better quality than the HSCP can provide. Where practical tasks are incidental to a core social care package of support these will continue to be carried out by the Partnership as part of that package of care. Any new service users seeking Practical Support services will be pro-actively signposted to alternative sources of provision in the third and private sectors.</p>
No Impact		
Negative		
Not Known		
Gender Reassignment		Explanation, assessment and potential mitigations
Positive		<p>The service change proposal is not relevant to this particular group of people.</p>
No Impact	X	
Negative		
Not Known		
Marriage & Civil Partnership		Explanation, assessment and potential mitigations
Positive		<p>The service change proposal is not relevant to this particular group of people.</p>
No Impact	X	
Negative		
Not Known		
Race		Explanation, assessment and potential mitigations
Positive		<p>The service change proposal is not relevant to this particular group of people.</p>
No Impact	X	
Negative		
Not Known		
Pregnancy and Maternity		Explanation, assessment and potential mitigations
Positive		<p>The service change proposal is not relevant to this particular group of people.</p>
No Impact	X	
Negative		
Not Known		

## Dundee Integration Joint Board Integrated Impact Assessment

Religion & Belief		Explanation, assessment and potential mitigations
Positive		The service change proposal is not relevant to this particular group of people.
No Impact	X	
Negative		
Not Known		
Sex		Explanation, assessment and potential mitigations
Positive		The current workforce is predominately female (80%), and in combination with the protected characteristic of age, may find it difficult to find alternative employment if they did not wish to continue with the posts they have been redeployed to. The Partnership will work with Dundee City Council as the employer through their organisational change policies to find individual solutions for each staff members. From consultation discussions held to date, including with Trade Unions it is expected that an acceptable solution will be able to be found for all remaining staff members.
No Impact		
Negative	X	
Not Known		
Sexual Orientation		Explanation, assessment and potential mitigations
Positive		The service change proposal is not relevant to this particular group of people.
No Impact	X	
Negative		
Not Known		
Describe any Human Rights impacts not already covered in the Equality section above.		
None		

# Dundee Integration Joint Board Integrated Impact Assessment

## STEP 2- Impact Assessment Record (continued)

**Fairness & Poverty Geography** – Describe how individuals, families and communities might be impacted in each geographical area. Across Dundee City it is recognised that targeted work is needed to support the most disadvantaged communities. These communities are identified as Community Regeneration Areas (CRA) and are within the 15% most deprived areas in Scotland according to the 2020 Scottish Index of Multiple Deprivation.

Mark X in all relevant boxes. X must be placed in at least one box

Identified Areas of Deprivation -				
	Positive	No Impact	Negative	Not Known
<b>Strathmartine</b> (Ardler, St. Mary's & Kirkton)	X			
<b>North East</b> (Whitfield, Fintry & Mill O'Mains)	X			
<b>Lochee</b> (Lochee Beechwood, Charleston & Menzieshill)	X			
<b>Coldside</b> (Hilltown, Fairmuir & Coldside)	X			
<b>East End</b> (Mid Craigie, Linlathen & Douglas)	X			
<b>Maryfield</b> (Stobswell & City Centre)	X			
Other areas in Dundee (not CRA but individual/households still might be impacted by Fairness issues)				
<b>West End</b>	X			
<b>The Ferry</b>	X			
<b>Description of impacts on Fairness-</b> . Highlight when one or more area is more likely to be impacted and particularly consider known areas of deprivation.				
<p>It is anticipated that the change in model of service provision will have positive impacts across all areas of the city. There is now availability of these services within the third and private sector being delivered at a lower cost and better quality than the HSCP can provide. Where practical tasks are incidental to a core social care package of support these will continue to be carried out by the Partnership as part of that package of care. Any new service users seeking Practical Support services will be pro-actively signposted to alternative sources of provision in the third and private sectors.</p>				

# Dundee Integration Joint Board Integrated Impact Assessment

## STEP 2- Impact Assessment Record (continued)

**Household circumstances have considerable long-term impacts on Fairness and Poverty.**

**Child Poverty (Scotland) Act 2017** addresses the impact on child poverty and some local improvement activity can influence this including activity that affects: **Income from employment, Costs of living, Income from social security and benefits in kind.**

**Household and Family Group-** *consider the impact on households with people with the following circumstances*  
Mark X in all relevant boxes. X must be placed in at least one box

Explanation, assessment and any potential mitigations		
<b>Care Experienced Children and Young People</b>		
Positive		The service change proposal is not relevant to this particular group of people.
No Impact	X	
Negative		
Not Known		
<b>Carers</b> (consider Kinship carers and carers who support a family member or friend without pay)		
Positive	X	Where carers currently support a person this should have a positive impact as there is greater choice with more cost effective options available. Where the carer is unable to support the person to arrange services the Social Worker or Social Isolation worker can assist with signposting.
No Impact		
Negative		
Not Known		
<b>Lone Parent Families/Single Female Parent Household with Children</b>		
Positive		The service change proposal is not relevant to this particular group of people.
No Impact	X	
Negative		
Not Known		
<b>Households including Young Children and/or more than 3 children</b>		
Positive		The service change proposal is not relevant to this particular group of people.
No Impact	X	
Negative		
Not Known		
<b>Retirement Pensioner (s)</b>		
Positive	X	There is now availability of these services within the third and private sector being delivered at a lower cost and better quality than the HSCP can provide. Where practical tasks are incidental to a core social care package of support these will continue to be carried out by the Partnership as part of that package of care. Any new service users seeking Practical Support services will be pro-actively signposted to alternative sources of provision in the third and private sectors.
No Impact		
Negative		
Not Known		
<b>Unskilled Workers and Unemployed</b>		
Positive		The service change proposal is not relevant to this particular group of people.
No Impact	X	
Negative		
Not Known		
<b>Serious &amp; Enduring Mental Health Conditions</b>		
Positive	X	Where the person is unable to manage their affairs due to incapacity, and services have responsibility for arranging their care and support, this will continue to be undertaken. However, as with other groups of service users there will be a greater choice of services that are available at lower cost and higher quality within the third and private sector.
No Impact		
Negative		
Not Known		
<b>Homeless (risks of Homelessness)</b>		
Positive	X	Where there is a risk of homelessness due to cleanliness related concerns there will be alternative service provision available at a lower cost and higher quality from the third and independent sector.
No Impact		
Negative		
Not Known		
<b>Drug and/or Alcohol issues</b>		
Positive		The service change proposal is not relevant to this particular group of people.



## Dundee Integration Joint Board Integrated Impact Assessment

No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Offenders and Former Offenders</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this particular group of people.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	

### STEP 2- Impact Assessment Record (continued)

Mark X in all relevant boxes. X must be placed in at least one box

<b>Socio-Economic Disadvantage and Inequalities of outcome – consider if the following circumstances may be impacted for individuals in the following conditions/areas.</b>		
<b>Explanation, assessment and any potential mitigations</b>		
<b>Personal/Household Income.</b> (Income Maximisation /Benefit Advice, Cost of living/Poverty Premium-i.e. When those less well-off pay more for essential goods and services)		
Positive	<input type="checkbox"/>	The current inhouse services are means tested or subsidised but the lower costs of private providers are expected to offset any potential changes in charges. Social Care staff will be able to signpost service users to appropriate Welfare Rights Services where this is required.
No Impact	<input type="checkbox"/>	
Negative	<input checked="" type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Fuel Poverty-</b> household needs to spend 10% or more of its income on maintaining satisfactory heating.		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Employment Opportunities/Status</b>		
Positive	<input type="checkbox"/>	The current workforce is predominately older workers, who may find it difficult to find alternative employment if they did not wish to continue with the posts they have been redeployed to. 8 of the staff are aged between 60 and 69. 2 of the staff are over 70 years old. The Partnership will work with Dundee City Council as the employer through their organisational change policies to find individual solutions for each staff members. From consultation discussions held to date, including with Trade Unions it is expected that an acceptable solution will be able to be found for all remaining staff members.
No Impact	<input type="checkbox"/>	
Negative	<input checked="" type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Education &amp; Skills</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Caring Responsibilities</b> (including Childcare & Unpaid care)		
Positive	<input checked="" type="checkbox"/>	Where carers currently support a person this should have a positive impact as there is greater choice with more cost effective options available. Where the carer is unable to support the person to arrange services the Social Worker or Social Isolation worker can assist with signposting.
No Impact	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Accessibility of Services</b> (including Affordability)		
Positive	<input checked="" type="checkbox"/>	There is now availability of these services within the third and private sector being delivered at a lower cost and better quality than the HSCP can provide. Where practical tasks are incidental to a core social care package of support these will continue to be carried out by the Partnership as part of that package of care. Any new service users seeking Practical Support services will be pro-actively signposted to alternative sources of provision in the third and private sectors.
No Impact	<input type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Connectivity / Internet Access</b>		

## Dundee Integration Joint Board Integrated Impact Assessment

Positive		The service change proposal is not relevant to this factor.
<b>Socio-Economic Disadvantage and inequalities of income – Continued</b>		
<b>Explanation, assessment and any potential mitigations</b>		
<b>Healthy Weight/Weight Management/Overweight / Obesity</b>		
Positive		The service change proposal is not relevant to this factor.
No Impact	X	
Negative		
Not Known		
<b>Child Health</b>		
Positive		The service change proposal is not relevant to this factor.
No Impact	X	
Negative		
Not Known		
<b>Neighbourhood Satisfaction-Neighbourhood satisfaction is linked to life satisfaction and wellbeing</b>		
Positive		The service change proposal is not relevant to this factor.
No Impact	X	

No Impact	X	
Negative		
Not Known		
<b>Health (including Mental Health)</b>		
Positive		The service change proposal is not relevant to this factor.
No Impact	X	
Negative		
Not Known		
<b>Life expectancy</b>		
Positive		The service change proposal is not relevant to this factor.
No Impact	X	
Negative		
Not Known		

## Dundee Integration Joint Board Integrated Impact Assessment

Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Transport</b> (including accessible transport provision and sustainable modes of transport)		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	

NOW COMPLETE THE **CONCLUSION OF EQUALITY AND FAIRNESS IMPACT ASSESSMENT** AT THE START OF STEP 2

### Step 2- Impact Assessment Record(continued)

<b>Environment- Climate Change</b>		
<b>Mitigating Greenhouse Gases and/or Adapting to the Effects of Climate Change</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Resource Use</b>		
<b>Energy Efficiency and Consumption</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Prevention, Reduction, Re-use, Recovery, or Recycling of Waste</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Sustainable Procurement</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Natural Environment Air, Land and Water Quality Biodiversity Open and Green Spaces</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	
<b>Built Environment - Housing and Built Heritage</b>		
Positive	<input type="checkbox"/>	The service change proposal is not relevant to this factor.
No Impact	<input checked="" type="checkbox"/>	
Negative	<input type="checkbox"/>	
Not Known	<input type="checkbox"/>	

### STEP 2- Impact Assessment Record (continued)

*There is a requirement to assess plans that are likely to have significant environmental effects.*

**Strategic Environmental Assessment** provides economic, social and environmental benefits to current and future generations. Visit <https://www.gov.scot/policies/environmental-assessment/strategic-environmental-assessment-sea/>

### Strategic Environmental Assessment

## Dundee Integration Joint Board Integrated Impact Assessment

<b>Statement 1</b>				
No further action is required as this does not qualify as a Plan, Programme or Strategy as defined by the Environmental Assessment (Scotland) Act 2005.				
<b>Yes</b>	<b>X</b>	<b>No</b>		
<b>Statement 2</b>				
Further action is required as this is a Plan, Programme or Strategy as defined by the Environmental Assessment (Scotland) Act 2005				
<b>Yes</b>		<b>No</b>	<b>X</b>	Use the <a href="#">SEA flowchart</a> to determine whether this plan or proposal requires SEA.
<b>If Statement 2 applies Complete SEA Pre-Screening (attached to this record along with and relevant SEA information)</b> <b>Complete SEA Pre-Screening (attached to this record along with and relevant SEA information)</b> Next action will depend on the SEA Pre-Screening Determination. A copy of the Pre-Screening information, when completed, should be attached to the IIA record. Include an explanation of how the determination was made that the Plan will have no or minimal negative environmental effect or and/or 'Summary of Environmental Effects' from the SEA screening report, the Environmental Implications of the proposal on the characteristics identified and Proposed Mitigating Actions.				

**As Corporate Risk is addressed and recorded in IJB reports and it is not reported on this record. (See IJB report.)**

### **End of Impact Assessment Record.**

The completed 'Step 1-Essential Information and Pre- Impact Assessment Screening Tool' part of this document **must be sent to IJB** pre-agenda meetings with draft IJB reports.

When Step 1 indicates that Step 2 (IIA) is required both Step 1 and Step 2 completed pages must be must accompany draft IJB Reports to IJB Pre-Agenda stage and at should be included with IJB papers. IIA records should accompany IJB papers will be published with relevant IJB Report. Any changes or additions agreed at IJB should be made before final publication.

Additional Information and advice about impact assessment can be found at

<https://www.gov.scot/publications/local-development-planning-regulations-guidance-consultation-part-d-interim-impact-assessments/pages/3/>

The IJB IIA record has been developed from the DCC IIA, guidance which contains more detailed information about each of the sections in the DCC IIA can be accessed here:

[https://www.dundee.gov.uk/sites/default/files/publications/20220131\\_ia\\_guidance\\_2022\\_v1.1.pdf](https://www.dundee.gov.uk/sites/default/files/publications/20220131_ia_guidance_2022_v1.1.pdf)

This form was last updated in January 2024.