

Section 4 Integrated Impact Assessment

Summary Report Template

Each of the numbered sections below must be completed

Interim report	X	Final report	
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 (Tick as appropriate)

1. Title of proposal

Disability Service Short Breaks Support

2. What will change as a result of this proposal?

In Edinburgh, registered care home short breaks are the predominant type of break for people with either Profound and Multiple Learning Disabilities (PMLD) or Autism/Complex Behavioural Support Needs and Learning Disability. Presently, 80 people use an EHSCP internal care home service provision for their full short break budget through Self Directed Support Option Three. This type of historic traditional “respite” support model for these groups has not been significantly reviewed or modernised since the advent of community care for people with Learning Disabilities in the 1990’s.

Staff, partners and Carers feel the term ‘Respite’ is often associated with institutional services or emergency situations. ‘Short Breaks’ is a term more positive, broader and inclusive, capturing the flexibility and creativity that Carers have told us matters. Additionally, care home short breaks do not maximise the use of personal assets and resources such as the person’s own social networks, home, equipment, transport and utilities.

Building on the need to create different choices, this change seeks to maximise access to all eight Short Breaks options possible for individuals to ensure the greatest flexibility and personal control for both unpaid carers and the people they care for; and to ensure that Partnership internal services are aligned to deliver these outcomes effectively. This further embeds the Three Conversations approach, increasing the use of SDS option 1 (Direct Payment) and option 2 (Individual Service Fund).

3. Briefly describe public involvement in this proposal to date and planned

Involvement will be very specific to the individuals and families it will impact. Due to the current suspension of care home short breaks as a result of the pandemic, there has already been consultation, involvement and discussion with a view to the short term position. Further engagement is required to discuss the longer term change.

4. Is the proposal considered strategic under the [Fairer Scotland Duty](#)?

Yes

5. Date of IIA

9/10/20

6. Who was present at the IIA? Identify facilitator, Lead Officer, report writer and any partnership representative present and main stakeholder (e.g. NHS, Council)

Name	Job Title	Date of IIA training
Mark Grierson	Service and strategy Manager, Disabilities/Lead Officer	
Emma Pemberton	Care and Support Manager/ Facilitator/Report Writer	25/4/18
Robert Smith	Care and Support Manager	
Jayne Kemp	Planning and Commissioning Officer	
Anne-Marie Donaldson	Care and Support Manager	

7. Evidence available at the time of the IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
Data on populations in need	Data collection within services	80 people are currently in receipt of overnight Care Home Short breaks. Demand each year is approx. 4 people.
Data on service uptake/access	Data collection within services	Services operate regularly at full capacity. Turnover results from people moving into their own accommodation or from deceased individuals.
Data on socio-economic disadvantage e.g. low income, low wealth, material deprivation, area deprivation.		For those who access short breaks, they mainly live with informal, unpaid carers; many of which at least one parent or carer is not employed. Income for many households may be quite low. Those supported within these services, in the main are in receipt of universal credit and therefore have typically low incomes and little opportunity for wealth.
Data on equality outcomes	<p>Keys to Life:</p> <p>https://keystolife.info/strategy/</p> <p>Keys to Life Implementation framework 2018-2021:</p> <p>https://keystolife.info/wp-content/uploads/2019/03/Keys-To-Life-Implementation-Framework.pdf</p>	<p>Published in 2013, '<i>Keys to Life</i>' sets out the Scottish Government's ten year strategy for improving the quality of life for people with learning disabilities. The implementation framework for the Keys to Life has four strategic outcomes which relate to the United Nations Convention on the Rights of People with Disabilities:</p> <ul style="list-style-type: none"> • A Healthy Life: People with learning disabilities enjoy the highest attainable standard of living, health and family life • Choice and Control: People with learning disabilities are treated with dignity and respect, and protected from neglect, exploitation and abuse • Independence: People with learning disabilities are able to live independently in the community with equal access to all aspects of society • Active Citizenship: People with learning disabilities are able to

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<p>participate in all aspects of community and society</p> <p>The proposed change aims to enhance each of these national strategic outcomes.</p>
Research/literature evidence	<p>Carers Scotland Act 2016:</p> <p>Carers Scotland Act 2016; Statutory Guidance</p> <p>EHSCP Short Breaks Statement:</p>	<p>www.legislation.gov.uk/asp/2016/9/contents/enacted</p> <p>The Carers Scotland Act 2016 places a Statutory duty on local authorities to assess and provide support to carers based on local eligibility criteria.</p> <p>https://www.edinburgh.gov.uk/downloads/download/14285/short-break-services-statement</p> <p>Outlined in the Edinburgh Health and Social Care Partnership Short Breaks Service Statement eligibility is defined under 4 levels of need. For those identified moderate or low need there is a local authority power to support. For those identified substantial or critical there is a local authority duty to provide support.</p> <p>During suspended short break services as a result of the Pandemic, the Partnership is not able to meet its statutory obligations in a manner which reflects the support people were in receipt of, whilst complying with Public Health and Government advice and restrictions. there is currently no known timescale for when this may change and with the volume of Covid cases rising and increased restrictions this increases the likelihood of a prolonged period of disruption; which in turn raises concerns about unpaid carers being supported to ensure a break from their caring role for an unknown timescale.</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p data-bbox="368 378 691 452">Shared Care Scotland promoting Variety</p> <p data-bbox="368 1406 762 1480">Letter from Jeane Freeman MSP</p>	<p data-bbox="831 380 1422 560">The promoting variety Guide explores how to support a financially sustainable ‘marketplace’ of short break opportunities that provides the choice and variety that people want.</p> <p data-bbox="831 564 1418 781">This guide shares the learning from a year-long Think Tank made up of service commissioners and carer organisations. The Think Tank was a response to commissioners around the country reporting challenges with:</p> <ul data-bbox="879 824 1430 1189" style="list-style-type: none"> <li data-bbox="879 824 1430 891">• Determining how to meet existing and future demand for short breaks <li data-bbox="879 900 1430 1043">• Reconciling traditional commissioning models with the principles of SelfDirected Support (SDS) <li data-bbox="879 1052 1430 1155">• Meeting the promise of greater choice and control for carers and service users <li data-bbox="879 1164 1430 1189">• <p data-bbox="831 1198 1402 1301">The guide aims to influence change and bring the principles of personalisation, choice and control to life.</p> <p data-bbox="831 1417 1437 1960">Sent to Chief Officers of 13th October this letter highlights that Scottish Government ‘guidance also emphasises that, for those who are unable to access support immediately, alternative provision should be considered and discussed with them. For those eligible for social care support, this would include flexible use of their support plan to meet agreed outcomes, moving to a different Self-directed Support Option.’ Whilst this letter is focussed on building based day support, the underpinning principles of ensuring access to a break from caring can also be met within a short break context</p>
Public/patient/client	SPG report	Access to breaks is critically important to carers, but flexible, creative short breaks

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
experience information	Shared care Scotland Promoting Variety	<p>are not available consistently (e.g. across all SDS Options). In Edinburgh, the options available fall into a traditional model of building based care and a brokerage service for learning disability.</p> <p>The Promoting Variety report (202)) has noted; “Carers don’t actually know what their short break choices are. The two options always seem to be residential or homebased respite; to my mind there’s very little awareness of other options, those that might be a bit more creative or innovative”.</p> <p>For the carers of this affected group it has been difficult to imagine what alternatives to care home services could be as service models originate in children’s services and have been replicated in adult services; so historically proposals have been met with some resistance. As current restrictions in relation to Covid 19 continue for an extended period, the use of alternative support models are expected to increase and resistance reduce. Consultation has taken place with carers about service resumption, and interim alternative options during the care home closures. There have already been some requests and interest to transfer to an alternative option.</p> <p>From a statutory perspective short breaks services remain in contact with all people they ordinarily support to offer advice, guidance, sign posting and alternative models of support where appropriate or required. For those with the most critical of needs and where there is significant carer stress, physical support has been provided as safely as possible in an alternative model of support. Initial feedback at the beginning of lockdown and as restrictions eased, that people were mainly managing very well without this support, some chose to shield or self-</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<p>isolate regardless of suspension of services or in line with GP advice and there was also a small number who have reported positive health and wellbeing outcomes. As time has progressed and we are now 7months into the pandemic with increasing rates of infection and restrictions, it is clear that carers are increasingly experiencing difficulties with little short breaks support available. There are some clear examples of circumstances where there is a real risk of the caring relationship breaking down.</p> <p>Local Area Co-Ordination “Breakaway” brokerage for SDS short break options. This aims to develop and create more person centred short breaks outcomes for individuals and unpaid carers; within both the current restrictions presented and by increasing the opportunities which are available to individuals. Breakaway can broker/arrange; Breaks in specialist/dedicated accommodation, Breaks in care homes (with or without nursing care), Breaks in the home of another individual or family, Breaks provided at home through a care attendant or sitting service Supported access to clubs, interest or activity groups, Holiday breaks, Day Care, Alternative Breaks.</p> <p>Breakaway currently support 150 individuals within this model, with a majority of those having moved their overnight care home short breaks into this model of support previously. People have reported positively to the transfer of their support hours and receive a more individualised and flexible support package. Many people continue to be actively involved with the same networks, friends and community groups as well as adding to it.</p>
Evidence of inclusive	Service Consultation	Consultation to date has mainly been regarding the suspension of care home

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
engagement of people who use the service and involvement findings	There is a need for continued consultation and engagement throughout implementation.	short breaks services. This evidenced that from 87 carers, the majority 74% did not identify a need for the resumption of monthly overnight short breaks in care homes at this time, with significantly greater emphasis for resumption of day care and support. A small number of carers have expressed a desire for a short break to facilitate an annual holiday for themselves when it is safe for them to travel. 66% of Carers for people with PMLD have expressed high levels of concern about the use of care home models in meeting the needs of their loved ones safely during the pandemic. A high proportion of this group are within the “shielded” category of health vulnerability.
Evidence of unmet need	Yes from service data collection	<p>Due to turnover in services being low and regularly at capacity, this has evidenced a requirement for investment across all short breaks options and the necessity for a more informed and specialist hub who can advise, source and signpost individuals to maximise the options available to them in a flexible and personalised way.</p> <p>Currently the majority of those previously in receipt of care home short breaks support are not receiving this support and are not accessing their budget. This leaves carers in a position where they are not receiving a break from their caring role. Whilst some may be in receipt of day support currently, this in the main is restricted and reduced and is not comparative to support volume previously provided.</p>
Good practice guidelines	Health and Social Care Standards - My Life, My Support.	All health and Social Care providers are governed by these standards and inspected by the Care Inspectorate. The standards provide clarity on what should be expected when using health, social care or social work services in Scotland. They seek to provide better outcomes for

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p data-bbox="368 342 715 414">Scottish Social Services Council (SSSC)</p> <p data-bbox="368 1003 791 1111">Shared Care Scotland https://www.sharedcarescotland.org.uk/</p>	<p data-bbox="826 309 1418 450">everyone; to ensure that individuals are treated with respect and dignity, and that the basic human rights we are all entitled to are upheld.</p> <p data-bbox="826 490 1436 963">The SSSC is the regulator for the social service work force in Scotland. Their work means the people of Scotland can count on social services being provided by a trusted, skilled and confident workforce. They protect the public by registering social service workers, setting standards for their practice, conduct, training and education and by supporting their professional development. Where people fall below the standards of practice and conduct they can investigate and take action.</p> <p data-bbox="826 1077 1422 1294">Shared care Scotland (SCS) aim to improve the quality and provision of short breaks in Scotland by helping carers and those working to support them to think creatively about short breaks and how to get the right break at the right time.</p> <p data-bbox="826 1296 1184 1330">Services offered include:</p> <ul data-bbox="876 1337 1415 1525" style="list-style-type: none"> • <u>events</u> • <u>publications and research reports</u> • <u>online directory of short break services</u>. • <u>Inspring Breaks Toolkit</u> <p data-bbox="826 1563 1399 1704">As one of seven National Carers Organisations they contribute to the development of policy and best practice for carers.</p> <p data-bbox="826 1747 1436 1926">Additionally they operate the <u>Short Breaks Fund</u> on behalf of Scottish Government, providing grants to third sector organisations that support unpaid carers to take a break.</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p>Scottish Government Corona Virus (Covid-19) advice and guidance documents</p> <p>Scottish Government: https://www.gov.scot/publications/coronavirus-covid-19-residential-respite-services---letter-from-the-cabinet-secretary-for-health-and-</p>	<p>The Scottish Government have developed several guides detailing restrictions on daily living in line with the principles of physical distancing and infection control practices. Within Covid-19 – A Framework for Decision Making, the Scottish Government state, <i>‘the virus has a wider impact on our health and social care services to an unprecedented degree to respond to Covid-19. That has meant the postponement of other types of care and treatment.’</i> There is wide recognition that short breaks services are not identified as essential services in its immediate sense. They cannot typically be provided in a way which is compliant with physical distancing measures without significant reconfiguration of services and impact on the volume and quality of support which is provided. The Government set out Social Distancing Guidance on 16th March 2020 in which people with Learning Disabilities were identified generally as being at increased risk of serious illness from Covid-19. https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults</p> <p>It is widely recognised that many people with disabilities have poorer health and life expectancy outcomes than the general public. Additionally, many have dual diagnoses and chronic underlying health conditions.</p> <p>The Scottish Government are yet to publish specific care home short breaks guidance but have written to HSCP Chief Officers and other relevant bodies stating:</p> <p>Stand-alone residential respite for adults which is registered as a care home will</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p data-bbox="368 309 794 376">sport-and-the-minister-for-children-and-young-people-2/</p> <p data-bbox="368 1697 775 1843">Health protection Scotland (HPS) Day Centre and Respite Remobilisation Risk Assessment</p>	<p data-bbox="831 309 1406 741">continue to operate under care homes guidance. All the existing arrangements for local partnership working, infection prevention and control measures, staff testing etc. will continue to apply. However, the admissions arrangements will be adjusted in the relevant guidance to remove the blanket requirement for respite guests to remain in their rooms and enable a more proportionate approach to breaks in these lower risk settings. The key changes will be:</p> <ul data-bbox="863 748 1433 1368" style="list-style-type: none"> • a similar requirement for testing before admission but with the need for a negative result prior to arrival • physical distancing between residents should be maintained (except residents from the same household) • a similar requirement for risk assessment to be undertaken prior to admission, with this to determine whether the individual's care need mean they should be isolated for the duration of their stay (or for 14 days from admission); and whether any specific enhanced infection prevention and control measures are needed <p data-bbox="831 1406 1382 1585">These stand-alone residential respite services can remobilise in line with the approach outlined above, while the aforementioned guidance is being updated.</p> <p data-bbox="831 1624 1437 1989">Completion of HPS risk assessments for care home short break services has raised significant concern around compliance with the requirements and restrictions. Together with the vulnerability of most individuals, the increasing rates of infection and the increased restrictions has identified a high risk in providing this model of support at present. Risks highlighted:</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<ul style="list-style-type: none"> • non-compliance with or lack of understanding of the necessity to comply with physical distancing • Inability to utilise face coverings for most. • The need to have a test before admittance which is an invasive procedure that some may not tolerate or consent to. • Shared staffing • Increased resources required to deliver a lesser quality of experience and lesser volume of support • Isolation requirements would result in room occupancy only for duration of stay • Food accessibility is within a shared environment • Individual health complexities and risk factors
Carbon emissions generated/reduced data	N/A	
Environmental data	N/A	
Risk from cumulative impacts	yes	<p>Whilst short breaks services are not identified as essential services in its immediate sense, it is very clear that they play a significant role in sustaining family and unpaid carer relationships. They are also important in supporting people to have the best life possible in line with statutory and regulatory guidance, and the Partnerships duty to provide support.</p> <p>It is likely that prolonged suspension without any planning of longer term support provision will have a significantly detrimental impact on people with disabilities and their carers. This could accelerate crisis situations or placement</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<p>deterioration to an unsustainable level and may also raise the volume of adult protection concerns.</p> <p>By investing in the availability and development of all options identified within the EHSCP Short Breaks Statement, it enables a response now during the pandemic and also enables wider choices and flexibility on a longer term basis for those who have been receiving care home short breaks and for those who are moving into adult services and are seeking to make good decisions about their future planning and support.</p>
Other (please specify)	N/A	
Additional evidence required	no	

8. In summary, what impacts were identified and which groups will they affect?

Equality, Health and Wellbeing and Human Rights	Affected populations
<p>Positive</p> <p>The change will provide a more consistent approach in short breaks services being planned and delivered ensuring equity of support for people with learning Disabilities within Edinburgh – both those already in receipt of short breaks support and those seeking this support in the future. It creates opportunity to enhance access to appropriate social care – more capacity, flexibility, choice and experiences which enable active citizenship.</p> <p>There is an opportunity for better health and wellbeing outcomes through flexibility and personalisation in line</p>	<p>Primarily people with learning disabilities and/ or physical disabilities and complex care support needs. Some may have additional protective characteristics such as age, gender and race.</p> <p>Carers who for the majority are middle aged or older who also may have additional protective</p>

<p>with Self Directed Support (SDS). The underlying principles of SDS is all about giving people a better life. It is about supporting people to think how they could lead their lives and giving them the chance to control that. This will increase peoples understanding of their rights and participation within decisions about their support and enables people to discuss, understand and access the right support at the right time. The partnerships 'Break away' short breaks brokerage support was cited as good practice within the Keys to Life strategy, offering more choice and control over their care, focussing on overall outcomes for service users and families within an identified budget as opposed to focussing on fixed nights. This approach shows how budgets can be used flexibly for support, how they can be pooled with others offering better value for money and can be utilised for accommodation and transport to fully support the person to meet their desired outcomes.</p> <p>People will be able to engage in more inclusive and realistic community experiences which are more congruent with general holiday or short break experiences. There will be greater access to more ordinary models of support.</p> <p>Opportunity to enhance experiences for young adults with a desire to move onto independent living. By offering Skills Breaks this can show young adults what a flat share could look like, building on skill development in areas such as budgeting, household skills , meal preparation, sharing spaces, compromising etc. This can have and has had the added value of allowing parents to recognise that independent living for their young adult is something achievable and within their grasp.</p> <p>Regardless of any additional protective characteristics all service users have access to the same level of support in line with the assessed level of need. It is not foreseen that any individual will be affected due to any other protected characteristic.</p> <p>Negative</p> <p>Some individuals may feel that an alternative model of support will have an adverse effect on them and where there are particularly complex physical, medical or behavioural support needs, that their choices may be further limited.</p>	<p>characteristics. Most main carers are female.</p> <p>Children and/or young people who may have a caring role or be part of the family home.</p> <p>Young people in transition from school.</p> <p>People in transition to own home.</p>
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<p>Individuals may feel that they are losing friendships or connections which are important to them.</p>	
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<p>Environment and Sustainability including climate change emissions and impacts</p> <p>Positive</p> <p>Within the scope of SDS, encouraging people to access their own resources or readily available resources reduces duplication and costs, such as for premises, energy, heating and vehicle use.</p> <p>Developing a specialist hub within a breakaway brokerage model encourages sustainability through developing networks, community mapping, understanding local, regional and national opportunities. It enables a continued contact and oversight from the partnership for those who require this. This level of investment and development encourages choice, flexibility and meets with the overarching principles of SDS and national Learning Disability Strategy (Keys to Life). This will offer an opportunity for third sector organisations to grow and increase the support options available within Edinburgh and will create job opportunities for the local population.</p> <p>Supporting third sector providers will ensure there are robust options and opportunities into the future.</p> <p>Negative</p> <p>No negative impacts in relation to Environment or Sustainability are anticipated in relation to disability or any protected characteristics. It is not foreseen that any individual will be affected due to any other protected characteristic.</p>	<p>Affected populations</p> <p>Primarily people with learning disabilities and/or physical disabilities and complex care support needs. Some may have additional protective characteristics such as age, gender and race.</p> <p>Carers who for the majority are middle aged or older who also may have additional protective characteristics. Most main carers are female.</p> <p>Children and/or young people who may have a caring role or be part of the family home.</p> <p>Young people in transition from school.</p> <p>People in transition to own home.</p>
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<p>Economic including socio-economic disadvantage</p> <p>Positive</p> <p>There will be a continued need for access to short breaks opportunities as populations and demand increases within Edinburgh. This change will improve access to short break opportunities for everyone living within an</p>	<p>Affected populations</p> <p>Primarily people with learning disabilities and/or physical disabilities and complex care support needs. Some may have additional protective characteristics</p>
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<p>unpaid caring situation and enable unpaid carers to a much valued break from their role.</p> <p>Growth will be enabled in third sector organisations and continued growth and development may encourage and contribute to longer term sustainability.</p> <p>The use of SDS option 1 and 2 enables greater flexibility and choice for what an individual budget can be used for. For individuals who have limited financial assets this can provide funds to enhance opportunities – eg cost of travel and accommodation may can be incorporated into the overall cost of a break from caring. SDS encourages a focus directly on the person and outcomes rather than service costs and also encourages good planning and budget management.</p> <p>The cost of providing overnight care home short breaks within internal services are disproportionately subsidised. This results in an inequality of budget allocation and access to support services. This service re-design will enable greater equality across the LD population. Maximising the use of personal resources removes or reduces duplication of resources such as premises and vehicles.</p> <p>Negative</p> <p>The cost of providing overnight care home short breaks within internal services are disproportionately subsidised. Families views of short breaks is closely linked with the number of nights allocated as opposed to an actual budget. For some this may be viewed as a reduction of 'nights'.</p>	<p>such as age, gender and race.</p> <p>Carers who for the majority are middle aged or older who also may have additional protective characteristics. Most main carers are female.</p> <p>Children and/or young people who may have a caring role or be part of the family home.</p> <p>Young people in transition from school.</p> <p>People in transition to own home.</p>
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9. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human rights including children’s rights, environmental and sustainability issues be addressed?

Services will be provided by voluntary and/or private sector organisations, some of which are already known to service users. All equality, human rights, environmental and sustainability issues are covered by the Contractual or Framework Agreements, good practice guidance or the contracted terms and conditions. Where it is required continued oversight and monitoring will be provided by the partnership. Children’s rights are not applicable within the scope of this IIA.

10. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment,

speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.

It will not be necessary to communicate with children and young people within this change, however a large proportion of service users will require additional communication tools in order to understand the change. Some parents and carers may also need additional tools to support their understanding. Shared care Scotland provide an ‘Inspiring Breaks’ toolkit which is presented in the IIA within areas of good practice. Easy read documentation, talking mats, enlarged written communication and sensitive and individual discussions will be required.

11. Is the policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a [Strategic Environmental Assessment](#) (SEA) will be required and the impacts identified in the IIA should be included in this.

No

12. Additional Information and Evidence Required

If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.

N/A

13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) Please complete:

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
1. Community Mapping of local, regional and national opportunities including providers and options to include viable options and opportunities for those with more complex support needs.	Senior Staff within Short Breaks	31/10/20	
2. Engagement with local provider organisations where there is already a relationship with individuals and known friendships.	Emma Pemberton Robert Smith	19/10/20	

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
3. Ensure friendships are taken into consideration within inspiring breaks planning.	Senior Staff within Short Breaks	19/10/20	
4. Develop 'sample' plans alongside providers for what short break options may look like and how a budget can be spent flexibly focussing on quality and offering a realistic insight to quantity. This to also include examples of friendship groups and opportunities.	Emma Pemberton Robert Smith Senior Staff within Short Breaks	31/10/20	ongoing

14. Are there any negative impacts in section 8 for which there are no identified mitigating actions?

No

15. How will you monitor how this proposal affects different groups, including people with protected characteristics?

This will be an ongoing process throughout and will be managed initially by the project leads. Where there is an ongoing requirement for monitoring and support this will be provided by the Break Away team.

16. Sign off by Head of Service

Name: Mark Grierson

Date: 30.10.2020

17. Publication

Completed and signed IIAs should be sent to strategyandbusinessplanning@edinburgh.gov.uk to be published on the IIA directory on the Council website www.edinburgh.gov.uk/impactassessments