

Appendix One: Impact Assessment - First Stage

It is essential that all initiatives undergo a first stage impact assessment to identify relevance to equalities and the Welsh language as well as an evaluation of how the proposal has taken into account the sustainable development principle (the five ways of working); an incorrect assessment could ultimately be open to legal challenge.

The first stage is to carry out a short assessment to help determine the need to undertake a more in-depth analysis (the second stage).

Relevance will depend not only on the number of people/service users affected, but also the significance of the effect on them.

When completing the first step you must have regard to the following:

- Does the initiative relate to an area where important equality issues have been, or are likely to be, raised? (For example, funding for services to assist people who are victims of rape/sexual violence or individuals with particular care need; disabled people's access to public transport; the gender pay gap; racist or homophobic bullying in schools)
- Is there a significant potential for reducing inequalities, or improving outcomes? (For example, increasing recruitment opportunities for disabled people).
- Does the initiative relate to instances where opportunities to use the Welsh language are likely to be affected or where the language is likely to be treated less favourably? (For example, increase the number of Welsh speakers moving from/to a certain area; closing specific Welsh language services or put those services at risk services;
- Does the initiative relate to the improvement of economic, social, environmental and cultural well-being? To what extent does the initiative prevent things getting worse? (For example, funding for services to assist in cultural well-being; changes in policies that promote independence and/or assist carers)

1. Provide a description and summary of the initiative.

Identify which service area and directorate has responsibility for the initiative.

2. Identify who will be affected by the initiative.

If you answer **Yes** to service users, staff or wider community continue with the first stage of the assessment

If you answer **No** to service users, staff or wider community or **Yes** to 'Internal administrative process only', go to **Question 5 – sustainable development principle**.

3. Using relevant and appropriate information and data that is available to you think about what impact there could be on people who share protected characteristics; whether they are service users, staff or the wider community.

Some things to consider include:

- transport issues
- accessibility
- customer service
- cultural sensitivity
- financial implications
- loss of jobs

Definitions of impacts (either positive or negative):

- High – likely to be highly affected by the initiative
- Medium - likely to be affected in some way
- Low - likely to be affected by the initiative in a small way
- Don't know - the potential impact is unknown

You **must** provide reasons, and indicate what evidence you used, in coming to your decision.

4. Using relevant and appropriate information and data that is available, think about what impact there could be on opportunities to use the Welsh language and in treating the language no less favourably than English.

Definitions of impacts are the same as in **Question 3**.

The classification 'Don't Know' should be categorised as 'High Impact' in both questions 3 & 4.

5. Consider how the initiative has embraced the sustainable development principle in accordance with the Section 7c of the Well-being of Future Generations Act 2015.

Give details of the initiative in relation to the 5 ways of working:

- **Long term** - how the initiative supports the long term well-being of people
- **Integration** - how the initiative impacts upon our wellbeing objectives
- **Involvement** - how people have been involved in developing the initiative
- **Collaboration** - how we have worked with other services/organisations to find shared sustainable solutions;
- **Prevention** - how the initiative will prevent problems occurring or getting worse

6. The most appropriate statement must be selected (and the relevant box ticked) based on the first stage of the assessment and an explanation of how you have arrived at this decision must be given.

In addition a summary of the how the initiative has embraced the sustainable development principle must also be included.

Where the first stage of the assessment indicates that a more in-depth analysis is required the second stage of the assessment will need to be completed and this will need to be started immediately.

A first stage assessment must be included as a background paper for all Cabinet/Cabinet Board/ Scrutiny Committee Reports.

Where the first stage assessment is completed by an accountable manager it must be signed off by a Head of Service/Director.

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Provision of funding to the Amman Tawe Partnership of GP Practices, to extend their provision of low threshold, maintenance, prescribing for opiate substitute therapy, for people who are working towards overcoming an addiction to opiates (heroin). The service will be provided to residents across the Western Bay Area, which covers both Neath Port Talbot and Swansea. It will be funded through the Welsh Government's Substance Misuse Action Fund (SMAF). The investment of this fund into this service has already been agreed by the Area Planning Board, which includes health, social care a criminal justice strategic partners operating across Swansea and Neath Port Talbot. This Board is responsible for planning treatment services and coordinating funding from the Welsh Government to ensure that people living with in the region have access to services that meets their needs and improves their wellbeing.

Service Area: Partnerships and Community Cohension (Western Bay Area Planning Board)

Directorate: Education & Lifelong Learning

2. Does the initiative affect:

	Yes	No
Service users	X	
Staff		X
Wider community	X	
Internal administrative process only		X

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	X				L	This is a generic service, for anyone who needs maintenance prescribing of opiate substitute therapy. It is not targeted at any specific group, or by age, albeit the age of clients is recorded. Individuals who have protected characteristics can access this service as

						easily as anyone who does not. The proposal is to increase the level of provision of this service, which will not have a negative impact on any group, and will have apposite impact, but this is not determined by age.
Disability	X				L	Access to this service/support is determined by the need and suitability for OST; disability is not a determining factor in accessing this service, but successful engagement with this service will have a positive impact for someone with this protected characteristic, as it would for someone without.
Gender Reassignment		X				At this time it is considered there would be no impact on in relation to this characteristic.
Marriage/Civil Partnership		X				It is not envisaged that this will have any impact in respect of this protected characteristic.
Pregnancy/Maternity		X				This is a generic service, for anyone who needs maintenance prescribing of opiate substitute therapy, irrespective of their status.
Race		X				At this time it is considered there would be no impact on in relation to this characteristic.
Religion/Belief		X				At this time it is considered there would be no impact on in relation to this characteristic.
Sex		X				See above
Sexual orientation		X				See above

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
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People's opportunities to use the Welsh language		X				The GP who provides clinical input in a fluent Welsh speaker. There are also fluent Welsh speakers within the GP Practice who can ensure that letters can be produced bilingually. The Key Workers who provide the 1:1 support for Individuals in receipt of the service do not speak Welsh, but, to do, there have not been any requests to provide the service in Welsh.
Treating the Welsh language no less favourably than English		X				The Key Workers who deliver the support to the Individuals do not speak Welsh, so it is not currently possible to provide this service in Welsh. However, there have been no requests to provide this service in Welsh to date.

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X			L	This proposal relates to increasing investment in a low threshold prescribing service, which will have no impact on biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X			L	

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	X		<p>Increasing the level of investment in the low threshold prescribing service will enable Individuals to maintain their recovery from addiction.</p> <p>Increasing the level of provision in low threshold prescribing will also free up spaces in services that are able to offer opiate substitute therapy for Individuals who have more complex health, social care and criminal justice issues.</p> <p>This will have a long term positive impact for the well-being of the individual their families and friends and for the wider community.</p>
Integration - how the initiative impacts upon our wellbeing objectives	X		<p>In addition to the above, by being able to maintain Individuals on opiate substitute therapy, we are enabling them to live a life free from the use of illegal substances, thereby reducing their potential to be perpetrators or victims of crime.</p> <p>Helping Individuals to overcome their addiction to illegal substances also increase their ability to become economically active and enter into, or remain in, employment, education or training, thereby enabling Individuals to work towards achieving their potential.</p> <p>Individuals who are addicted to illegal substances are often socially excluded. By helping them to overcome this addiction, we will be enabling them to work towards becoming more active and valued members of their communities.</p> <p>The delivery and commissioning of substance misuse services is through a multiagency partnership board, and this proposal stems from a recommendation/decision of the Area Planning Board.</p>
Involvement - how people have been involved in developing the	X		<p>In developing the business case for the need for additional investment in low threshold prescribing, consideration has been given to the needs of Individuals who are on the waiting list to access this type of service, as well</p>

initiative			as Individuals who are waiting to access more intense opiate substitute treatment services.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	X		This initiative has been approved by the Western Bay Area Planning Board. This Board includes representation from the Swansea Bay Health Board, NPT and Swansea Council Social Services, as well as Criminal Justice Agencies. These services identified the need to extend the provision of low threshold prescribing.
Prevention - how the initiative will prevent problems occurring or getting worse	X		By providing additional units of low threshold prescribing, we will be helping and enabling Individuals to overcome their addiction to illegal substances. During the time that Individuals receive opiate substitute treatment, they are also able to work through and overcome/resolve the underlying issues that led to their addiction, as well as the consequences of their addiction, in areas such as housing, relationships, engagement with the criminal justice system, as well as social and financial exclusion.

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	X
Reasons for this conclusion	
This proposal, if agreed, will increase the number of Individuals who will be able to access a service that they need to assist them on their road towards recovery from addiction to illegal substances. This proposal will therefore not have any negative impacts. The impacts will have a positive effect both for the Individuals who receive the service and for the wider community. The proposal will have a positive impact on reducing engagement in criminal activity and increasing engagement in education, training and employment.	

A full impact assessment (second stage) is required	
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Reasons for this conclusion

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	Name	Position	Signature	Date
Completed by	Erica Barrett	Contract Monitoring Officer		
Signed off by		Head of Service/Director		