

Equality and Fairness Impact Assessment (EFIA) Form



If the 'policy or practice' (see definition below) you are developing or going to develop is assessed as relevant after undertaking the online screening process (the [Impact and Value Assessment \(IVA\)](#)) - that is, it will have either a positive or negative impact on people - you should complete an Equality and Fairness Impact Assessment (EFIA) using this form.

This form should only be completed if you have undertaken an [Impact and Value Assessment \(IVA\)](#) to screen whether a full Equality and Fairness Impact Assessment is required.

Complete this for all relevant policies or practices:

- 'relevant' means it will have an impact on people
- 'policy or practice' - see definition below

Definition of policy or practice for the purposes of EFIA:

- The term 'policy or practice' covers Service delivery and Employment. This can include a policy, a plan, a strategy, a project, a service review, a function, practice or service activity or a budget option.

Section 1: Policy details (see definition of 'policy or practice' above)

Name of policy or practice

Draft Integrated Children's Services Plan 2026 to 2029

Service and Division/Team

Services for Children, Families and Young People

Owner/Person responsible (include your name and position)

Sharon Cooper, Senior Service Manager

Impact Assessment Team (include your names and positions). This team can consist of two people or more as appropriate.

Sharon Cooper, Senior Service Manager

Sarah Rodger Legal Manager

Is the policy or practice being impact assessed new or existing?

New although there are previous plans

What are the main aims of the policy or practice?

Statutory aims of Children's Services Planning:

- safeguard, support, and promote wellbeing of children, young people and families (eight statutory wellbeing indicators)
- ensure action is taken at the earliest opportunity, and where appropriate, prevents needs arising (Early Intervention and Primary Prevention)
- ensure support is experienced as joined up from the point of view of children and families (Integration/Collaboration/Partnership)
- constitutes best use of available resources (assets, budgets, workforce) (Best Value)

Who are the main target groups/beneficiaries?

All children, young people and families

What are the intended outcomes of the policy or practice?

Children's services planning is the mechanism through which the Scottish Government's ambitions to eradicate child poverty; provide preventative, holistic whole family support; deliver the Promise and improve early childhood development are made real at local level through partnership working. The CSP is the framework for the joined-up planning of services, so that Getting It Right For Every Child (GIRFEC) can be implemented effectively at a local level.

Section 2: Detail the positive and/or negative impacts, or tick to indicate no impact identified

Key questions to address in the EFIA

- Does the policy or practice evidence that it has eliminated discrimination?
- Does the policy or practice evidence that it has advanced equality of opportunity?
- Does the policy or practice evidence that it will foster good relations between groups?

The Assessment should highlight areas of interest covering the following:

- positive and negative impacts across all protected characteristics
- scale of the impact: an indication of the degree of potential impact, and whether this is judged to have a High, Medium or Low impact potential
- anticipated duration of the impact if relevant
- whether there is a specific differential impact to a particular protected characteristic or characteristics
- if the impact is more wide-ranging and general in its effect
- whether any impacts identified would/could be mitigated by an amendment to the policy, practice budget decision or service reform proposal

Equality protected characteristic: Age

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Older people (65 years and over)			x

Equality protected characteristic: Disability

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Physical disability	x		
Sensory impairment	x		
Mental health	x		

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Learning disability	x		
Neurodivergent conditions	x		

Equality protected characteristic: Gender reassignment

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Male transitioning to female			x
Female transitioning to Male			x

Equality protected characteristic: Marriage/Civil partnership

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Women			x
Men			x
Same-sex couple (male)			x
Same-sex couple (female)			x

Equality protected characteristic: Pregnancy/Maternity/Paternity

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Women			x
Men (paternity)			x

Equality protected characteristic: Race

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
View the list of categories used in Scotland's Census			x

Equality protected characteristic: Religion/Belief

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
View the list of categories used in Scotland's Census			x

Equality protected characteristic: Sex

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Female			x
Male			x

Equality protected characteristic: Sexual orientation

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Lesbian			x
Gay			x
Bisexual			x
Other sexual orientation			x

Equality protected characteristic: Socio-economic (fairness)

Please refer to Appendix 2 of accompanying guidance

Specific characteristics	Positive impact (it could benefit the group concerned)	Negative impact (it could disadvantage the group concerned) and any mitigation	No impact
Children, young people and families experiencing poverty, disability, care experience or other vulnerability that impacts on equity	x		

For any policies or practice specific to young people under the age of 16 years, a separate Children's Rights and Wellbeing Impact Assessment should be undertaken – view the [National Guidance](#).

Section 3: Recommendations and actions

As a result of this equality impact assessment, please **clearly describe practical actions** you plan to take to:

- reduce or remove any identified **negative impact**
- promote any **positive impact** or
- **gather** further information/evidence

Equality protected characteristic: Age

Specific characteristics	Action	Who is responsible	Date for completion
Older people (65 years and over)			

Equality protected characteristic: Disability

Specific characteristics	Action	Who is responsible	Date for completion
Physical disability	The plan sets out a range of priorities and focus areas which are relevant to this protected characteristic. Improvement activities are identified within the plan, alongside outcomes and targets.		
Sensory impairment	As above		
Mental health	As above		
Learning disability	As above		
Neurodivergent conditions	As above		

Equality protected characteristic: Gender reassignment

Specific characteristics	Action	Who is responsible	Date for completion
Male transitioning to female			
Female transitioning to male			

Equality protected characteristic: Marriage/Civil partnership

Specific characteristics	Action	Who is responsible	Date for completion
Women			
Men			
Same-sex couple (male)			
Same-sex couple (female)			

Equality protected characteristic: Pregnancy/Maternity/Paternity

Specific characteristics	Action	Who is responsible	Date for completion
Women			
Men (paternity)			

Equality protected characteristic: Race

Specific characteristics	Action	Who is responsible	Date for completion
View the list of categories used in Scotland's Census			

Equality protected characteristic: Religion/Belief

Specific characteristics	Action	Who is responsible	Date for completion
View the list of categories used in Scotland's Census			

Equality protected characteristic: Sex

Specific characteristics	Action	Who is responsible	Date for completion
Female			
Male			

Equality protected characteristic: Sexual orientation

Specific characteristics	Action	Who is responsible	Date for completion
Lesbian			
Gay			
Bisexual			
Other sexual orientation			

Equality protected characteristic: Socio-economic (fairness)

Please refer to Appendix 2 of accompanying guidance

Specific characteristics	Action	Who is responsible	Date for completion
	The plan sets out a range of priorities and focus areas which are relevant to this protected characteristic. Improvement activities are identified within the plan, alongside outcomes and targets.		

Section 4: Evidence

You should list here the sources of information used to assess the impact of the relevant policy or practice. This can include local sources such as reports, information and data, relevant partners' information, data and reports, other Council's relevant information, data and reports, national information, research outcomes, data profiles and any other evidence which has led to the development of this policy.

Information/evidence gained and used to shape this policy or practice	List details, source and date (continue on a separate sheet if necessary – please advise if this has been done)
Community consultation/engagement outcomes from individuals and organisations - this usually includes formally arranged contact with individuals, community groups, third sector and other relevant interest groups	<p>The plan sets out relevant data sources and outcomes of engagement and consultation in relation to both the plan as a whole and particular workstreams/activity. Between September and October 2025, a Strategic Joint Needs Assessment was carried out, analysing a series of measures relating to the needs of children, young people, and families across Perth and Kinross into. This included local demographics, social inequality, pregnancy and birth, infancy and child development, education, mental health and wellbeing, care-experienced children and young people and child protection. These data were considered at a workshop with Strategic Leads from across the Council, with four key priority themes emerging:</p> <ul style="list-style-type: none"> • Physical and Mental Health and Wellbeing • Supporting Equity • Keeping Children and Young People Safe • Family Support
Employee involvement/consultation feedback (for example survey, focus groups)	As above
Research and information list main sources	As above
Officer knowledge and experience	As above

Information/evidence gained and used to shape this policy or practice	List details, source and date (continue on a separate sheet if necessary – please advise if this has been done)
Equality monitoring data	As above
Service user feedback (including customer contact, services and complaints)	As above
Partner feedback	As above
Other - this may be information gathered in another Council area, nationally or in partner organisations which is considered to have relevance	

Section 5: Consultation/Engagement

Consultation with key stakeholders must be undertaken throughout the EFIA process. This activity **can also** help to **reach people not previously involved** with these processes, but who will be affected by this policy or practice when it is implemented. You may wish to refer to the [Council's Consultation Guidance](#).

The Consultation/Engagement process can also help **identify or agree changes** that need to be made to ensure the policy or practice will be inclusive on implementation and future practice.

The Equalities Team Leader (email Equalities@pkc.gov.uk) may be able to provide advice relating to potential contact with consultees from equality protected characteristic groups via existing mechanisms such as the Community Equalities Advisory Group (CEAG) or Equalities Strategic Forum.

A summary of the replies received from individuals and stakeholders consulted/involved. Include any previous feedback or complaints relating to equality and diversity issues and the policy or practice currently being assessed.

Continue on a separate sheet(s) if necessary – please advise if this has been done.

Equality protected characteristic: Age

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Older people (65 years and over)		

Equality protected characteristic: Disability

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Physical disability		Main themes arising from consultation and engagement set out in the plan
Sensory impairment		As above
Mental health		As above
Learning disability		As above
Neurodivergent conditions		As above

Equality protected characteristic: Gender reassignment

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Male transitioning to female		
Female transitioning to male		

Equality protected characteristic: Marriage/Civil partnership

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Women		
Men		
Same-sex couple (male)		
Same-sex couple (female)		

Equality protected characteristic: Pregnancy/Maternity/Paternity

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Women		
Men (paternity)		

Equality protected characteristic: Race

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
View the list of categories used in Scotland's Census		

Equality protected characteristic: Religion/Belief

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
View the list of categories used in Scotland's Census		

Equality protected characteristic: Sex

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Female		
Male		

Equality protected characteristic: Sexual orientation

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Lesbian		
Gay		
Bisexual		
Other sexual orientation		

Equality protected characteristic: Socio-economic (fairness)

Please refer to Appendix 2 of accompanying guidance

Specific characteristics	Date	Outcome of consultation/engagement (continue on a separate sheet if necessary – please advise if this has been done)
Socio-economic (fairness)		Main themes arising from consultation and engagement set out in the plan

Section 6: Outcomes

When the evidence has been considered in relation to the proposed policy, practice, project, service reform or budget option, it will be apparent what the likely impacts are. The type, scale, duration, and specificity of the likely impacts will inform the direction of the outcome of the EFIA.

There are four potential outcomes as follows (**highlight the one you are recommending as a result of your Impact Assessment**):

1. No major change required the policy, practice, project, service reform or budget option is robust and can continue without amendment.
- ~~2. Continue the policy, practice, project, service reform or budget option. A justification is required for continuing despite the potential for adverse impact.~~
- ~~3. Adjust or amend the policy, practice, project, service reform or budget option. Remove barriers, make changes to better advance equality or remove or mitigate negative impact.~~
- ~~4. Stop, or remove the policy, practice project, service reform or budget option if adverse effects cannot be justified and cannot be mitigated.~~

Section 7: Authorising the assessment

The following signatures are required:

Lead Officer Responsible

Signed via email

Name Sharon Cooper

Date 18 May 2026

Quality Assured by Perth and Kinross Council Equality and Fairness Impact Assessment trained officer (within service)

Signed by email

Name David McPhee

Date 18 May 2026

Section 8: Publishing the assessment

The completed and authorised EFIA should be added to the relevant section on the [Council website](#).

Date action completed: Tuesday 19 May 2026

Section 9: Committee reporting

Ensure your committee report to accompany this policy includes information about any actions taken to reduce or remove negative impacts identified, or include any positive impacts expected when the policy is implemented.