



i The Partnership's Integration Joint Board requires decision makers and managers to be conscious of equality and poverty implications when making decisions about changes to policy, practice, and services.

A key decision means a Board or service executive decision which falls within the following categories:

- a decision relating to the approval of or variation to the Partnership's budget or policy framework
- a decision which is likely to have a significant positive or negative equality and / or poverty impact on people living or working within the environment of the Partnership.

Equality and Poverty Impact Assessments (EPIA) contribute to evidencing robust and fair decision making. EPIA's should be developed for **all** key proposals and decisions which are likely to impact on the citizens of Falkirk and employees within the Partnership. Completed EPIA's will be published to allow stakeholders and the public access to this process as well as being able to demonstrate legal compliance.

The development stage of an EPIA is the same as the development phase of any process; be it budget setting; policy development; service review or a change in working practice. This provides evidence and information on what options are achievable, workable from a service and community viewpoint in the short, medium and long term.

Identifying mitigating actions can result in a reduction in impact level.

Throughout the production of the EPIA the **Service Lead Officer** needs to:

- ensure that the assessment is informed by any new information or changes to decisions which could change the impact rating.
- is easily accessible and available on request.