Initial Equality & Poverty Impact Assessment 00282 (Version 1)

Service & Division:	Social Work Adult Services None	**Lead Officer Name:**	Jennifer Faichney
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Proposal:	The Volunteer Expenses Policy has been developed to ensure that unpaid carer and service user representatives are not out of pocket and are fairly reimbursed for expenditure necessarily incurred as a result of carrying out their duties (as defined in the Public Bodies (Joint Working) (Scotland) Act 2014). This policy also extends to participation in sub-groups and other activity relating to Partnership business. The Coalition of Carers in Scotland's (CoCiS) Best Practice Expenses Policy for unpaid carer representatives was used as a template for the development of this policy. Although the CoCiS Best Practice Expenses Policy was designed for unpaid carer representatives, the benefits of this policy was also extended to service user representatives as all are unpaid and expected to undertake the same role. Ensuring that our unpaid carers and service user representatives are not out of pocket will reduce potential barriers to meeting attendance and further enhance the contribution they make to IJB decision-making. We have not identified any negative impacts on any protected groups by implementing this policy. The volunteer expenses policy aims to have a positive impact on unpaid carers and service users. As women are more likely to be unpaid carers, we would expect a positive impact on women, as well as a positive impact on disabled people as service users are more likely to be disabled. The Volunteer Expenses Policy was approved by the IJB Board on June 2021, and the policy can be found here.	**Reference No. (if applicable)**	

Does the proposal impact on people? (If yes, a full EPIA will be requested)	No	**If no, please explain why:**	The Volunteer Expenses Policy is part of a suite of documents that underpin the Strategic Plan, where a full EPIA has already been completed. Strategic Plan: https://falkirkhscp.org/wp-content/uploads/sites/9/2018/01/Falkirk-HSCP-Strategic-Plan-2019-2022-1.pdf EPIA: https://falkirkhscp.org/wp-content/uploads/sites/9/2021/06/EPIA-Falkirk-HSCP-Strategic-Plan-.pdf

Lead Officer Signature:	Jennifer Faichney	**Date:**	28/07/2021
Chief Officer Signature:	Martin David Thom	**Date:**	08/09/2021