

The Integrated Impact Assessment (IIA) will evidence that NHS Grampian is meeting its legislative duties by assessing the potential impacts of its policies and decisions on different groups of people and the environment. It supports consideration of equality and diversity issues, human rights (including children and young people's rights), socio-economic disadvantage, consumer rights and climate change & sustainability in the design, development and delivery of policies, strategies, plans and services.

## Section 1

### General Information

Title	Donations and Fundraising Policy
Directorate, Service or Department	NHSG Charity (Finance) on behalf of NHSG
Type of document / activity (mark X in the appropriate box)	<b>Policy</b> <input checked="" type="checkbox"/> Plan <input type="checkbox"/> Strategy <input type="checkbox"/> Other – describe <input type="checkbox"/> _____

Aim
<p><b>Aims</b></p> <p>This policy aims to:</p> <ul style="list-style-type: none"> <li>• Outline the official role of NHS Grampian Charity.</li> <li>• Provide a framework for NHS Grampian to ensure that NHS Grampian is maximising the support it gives to its Official Charity – and thereby to its patients and staff – through the opportunities it can provide to reach potential donors and supporters.</li> <li>• Provide NHS Grampian staff with the right information to help donors and supporters understand the role of NHS Grampian Charity so they can make a well-informed decision on which charity to support.</li> <li>• Protect patients, visitors and staff from receiving too many fundraising messages, which they may not wish to receive.</li> <li>• Provide NHS Grampian staff with the right information on where to direct other charities which support or may wish to support NHS Grampian, to ensure they are well-informed and clear on their remit across NHS Grampian, its buildings and online.</li> <li>• Clarify which organisations can and cannot undertake fundraising and promotional activities, clearly outlining the various types of activities and the processes for their approval and coordination, thereby maximising support NHS Grampian gives to its official charity and associated charities.</li> <li>• Provide staff with clarity and guidance on receiving donations, fundraising, charitable support activities and working in partnership on</li> </ul>

income generating activities; and provide clear and concise information to staff to relay to donors to enable them to make well informed decisions

- Define the associated responsibilities of NHS Grampian staff, and the governance and procedures required when receiving donations or proceeds from fundraising activities in alignment with NHS Grampian's Standing Financial Instructions (SFI's).
- Set out guidance for any fundraising activity involving NHS Grampian staff time, use of NHSG premises or other assets including grounds, shops and concessions, where NHSG (or any part of it) is the intended beneficiary. This includes the filming and photography of staff, patients and premises for the purpose of fundraising activities.
- Provide staff with information to help them understand the role of each charity aligned to NHS Grampian. This will ensure transparency and clarity with patients and visitors when asking about charitable support and where donations go, or how to obtain further information about fundraising should they, or a supporter, request it.
- Define the responsibilities of NHS Grampian staff regarding the governance and procedures required when receiving donations or fundraising proceeds.
- Set out a framework for any fundraising involving NHS Grampian staff, use of NHS Grampian premises or other assets including grounds, shops and concessions, where NHS Grampian (or any part of it) is the intended beneficiary.

#### **Purpose**

The purpose of the policy is to provide clear guidance that is open, honest with fair practices to meet fundraising regulations and best practices.

#### **Description of Intended Outcomes including the proposed change that will be brought about**

NHSG staff will have a clearer understanding of what is permissible in relation to accepting donations and fundraising, with improved regulatory and policy compliance.

<b>Main Contact</b>	
<b>Name</b>	Lisa Duthie
<b>Job Title</b>	NHSG Charity Lead
<b>Names of colleagues or groups who contributed to the IIA</b>	
Roda Bird Tracy Davis	

## Section 2

### Group of the Population

Which groups of the population do you think will be affected by the proposal?	
<ul style="list-style-type: none"><li>• Staff</li><li>• Patient</li><li>• Minority ethnic people (incl. Gypsy/travellers, refugees &amp; asylum seekers)</li><li>• Women and men</li><li>• People with mental health problems</li><li>• People in religious/faith groups</li><li>• Older people, children and young people</li><li>• People living on a low income/low wealth</li><li>• People experiencing homelessness</li></ul>	<ul style="list-style-type: none"><li>• People with disabilities</li><li>• Lesbian, gay, bisexual and transgender</li><li>• Carers (paid or unpaid, family member)</li><li>• People affected by substance misuse / alcohol use</li><li>• Low literacy/health literacy</li><li>• Living in deprived urban, remote, rural or coastal area</li><li>• Unskilled workers / unemployed</li><li>• Lone parent families</li><li>• People involved in criminal justice system</li></ul>
<b>Those the proposal/policy will affect are:</b>  The policy is intended to guide NHS Grampian staff, trainees, students and volunteers comply with legal and honest practices on fundraising and donations.	

## Section 3

### Summary of Evidence Used

List the evidence (data / research / service feedback / engagement with people) you have used to inform your assessment. You are required to engage with communities and service users when assessing the impact of a proposal.

Data and Research – outline the sources of data used
N/A
Staff, Public and Patient Engagement – outline the engagement undertaken and used

*When assessing impacts an explanation is required and mitigating actions should be described. It is possible that both positive and negative impacts can be identified for the circumstances described. (If choosing 'not known' indicate if further research is needed and if not, why not). Reference to the evidence you have is required.*

## Section 4

### Equality, Diversity and Human Rights

**Identify the impacts on groups with protected characteristics including human rights.**

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).

In what way will the proposal impact people with these protected characteristics? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

	Impact?	Description of Impact
<b>Age</b> (early years, children, young people, middle years, older people)	Ne	No disproportionate impact on the protected characteristics of age for NHS Grampian staff, trainees, students and volunteers.
<b>Disability</b> (physical impairment, learning disability, neurological, sensory loss, mental health, long term conditions)	Ne	No disproportionate impact on the protected characteristics of disability for NHS Grampian staff, trainees, students and volunteers.
<b>Sex</b> (male, female)	Ne	No disproportionate impact on the protected characteristics of sex for NHS Grampian staff, trainees, students and volunteers.
<b>Gender Reassignment</b> (people who have proposed, started, in the process or completed a process to change his or her sex)	Ne	No disproportionate impact on the protected characteristics of gender reassignment for NHS Grampian staff, trainees, students and volunteers.
<b>Marriage or Civil Partnership</b> (people who are married, unmarried or in civil partnership)	Ne	No disproportionate impact on the protected characteristics of marriage or civil partnership for NHS Grampian staff, trainees, students and volunteers.

<b>Pregnancy or Maternity</b> (pregnant and/or on maternity leave, including breastfeeding)	Ne	No disproportionate impact on the protected characteristics of pregnancy or maternity for NHS Grampian staff, trainees, students and volunteers.
<b>Race</b> (minority ethnic people, racial groups, national origins, gypsies/travellers, refugees, asylum seekers, migrant workers)	Ne	No disproportionate impact on the protected characteristics of race for NHS Grampian staff, trainees, students and volunteers.
<b>Religion or Belief</b> (different religions or beliefs, including non-belief )	Ne	No disproportionate impact on the protected characteristics of religion or belief for NHS Grampian staff, trainees, students and volunteers.
<b>Sexual Orientation</b> (e.g. lesbian, gay, bisexual, heterosexual)	Ne	No disproportionate impact on the protected characteristics of sexual orientation for NHS Grampian staff, trainees, students and volunteers.
Consider if any other human rights will be impacted by this activity. <a href="#">The Human Rights Act   EHRC</a>	Positive	<p><i>“Every human being has the right to the highest attainable standard of physical and mental health.” The monies raised and managed by the Charity will help achieve the human rights of every person who benefits from donations and fundraising activities.</i></p> <p>The fundraising and donation policy aims to contribute towards human rights and equalities in all its activities and decision making.</p>

**What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to people with protected characteristics? If applicable. If nothing can be done please state.**

No negative impacts identified

**With these mitigations in place what is the rating of negative impact**

<input type="checkbox"/>	High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input type="checkbox"/>	Negative Impact removed
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## Section 5

### Health Determinants / Health in All

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).

In what way will the proposal impact? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

Lifestyles?	Impact	Description of Impact
Diet and nutrition	Ne	
Exercise and physical activity	Ne	
Substance use: tobacco, alcohol and drugs	Ne	
Risk taking behaviour	Ne	
Education and learning or skills	Ne	
<b>Social environment?</b>		
Social status	Ne	
Employment (paid or unpaid)	Ne	
Social/family support	Ne	
Stress	Ne	
Income	Ne	
<b>Physical environment?</b>		
Living conditions	Ne	
Working conditions	P	The policy will have a positive impact on working conditions as NHS Grampian staff, trainees, students and volunteers. will comply with legal and honest practices on fundraising and donations
Pollution or climate change	Ne	
Accidental injuries or public safety	Ne	
Transmission of infectious disease	Ne	
<b>Access to experience of services?</b>		
Health care	P	The policy will have a positive impact on the experience of patients as the fundraising and donations will be used to better provide provisions or services.
Transport	Ne	
Social services	Ne	
Housing services	Ne	
Education	Ne	

**What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to health determinants? If applicable. If nothing can be done please state.**

No negative impact identified

**With these mitigations in place what is the rating of negative impact**

☐ High
 ☐ Medium
 ☐ Low
 ☐ Negative Impact removed

## Section 6

### Public Sector Equality Duty

		<b>Describe or summarise how this policy will contribute to or achieve</b>
<b>Eliminate discrimination?</b> If you answer YES, explain if it is a positive or negative effect. (directly or indirectly) It can be YES because (a) it eliminates or reduce discrimination or (b) enhance/promote discriminatory practice	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	The policy has no disproportionate impact nor barriers on any protected characteristics of staff, trainees, students and volunteers.
<b>Equality of opportunity?</b> Does the policy offer equality to all without discrimination on the protected characteristics or other groups How does it remove or minimise disadvantages? What steps were taken to meet the needs of people who share protected characteristics? How does it encourage persons who share protected characteristics participate in the activity?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	The policy will advance equality of opportunity across all protected characteristics.
<b>Foster good relations between groups?</b> Does it foster good relations between groups e.g. promote positive attitudes, having due regards to tackle prejudice, promote understanding, interactions, personal security or participation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	The policy has may promote good relations between groups.

## Section 7

### Children and Young People's Rights

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).  
 In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

	Impact	Description of Impact
What aspects of the policy / proposal will affect children and young people up to age 18?	Ne	The donations and fundraising policy has no direct impact on children and young people as the policy is for NHS Grampian staff, trainees, students and volunteers. However, the policy will have positive impact on the recipients including children and young people.
Identify which groups of children are most likely to be affected.	P	All groups of children if the projects funded are for children and young people.
Which <u>UNCRC Articles</u> could be impacted?	P	Article 12 (Voice and views) This policy supports a process whereby children and young people's voices are heard and can have influence. Article 24 (health and healthcare) - where funding will support children and young people's services, they will experience improved health and healthcare. Depending on the nature of individual funding allocations, other Articles are likely to be positively impacted.

**What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to children and young people's rights? If applicable.**

With these mitigations in place what is the rating of negative impact							
<input type="checkbox"/>	High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input type="checkbox"/>	Negative Impact removed

## Section 8

### Fairer Scotland Duty – People Experiencing Socio-Economic Disadvantage

The Fairer Scotland Duty places legal responsibility on NHS Grampian to actively consider how to reduce inequalities of outcome caused by socio-economic disadvantage. Activities (such as strategic plans, strategies and policies) that require a strategic decision and have potential to impact on health and widen health inequalities must have 'due regard' for the Duty. The Duty applies at strategic level, which normally include decisions around setting priorities and targets, allocating resources and commissioning services.

**Does this activity/policy require a strategic decision?** ☐ Yes ☒ No

If yes complete this section, if no go to Section 9.



What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).  
In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

	Impact	Description of Impact
People or families Living on a Low Income and / or with low wealth (including single parent households, households with more than 3 children, pensioners and Unskilled Workers or Unemployed)		
Carers (consider Kinship carers and carers who support a family member or friend without pay)		
People experiencing Homelessness / are at risk of Homelessness		
People affected by drug and / or alcohol use		
People involved in the criminal justice system		
Remote / Rural / Coastal Communities		
Communities in Areas of Deprivation		

**What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to children and young people's rights? If applicable.**

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**With these mitigations in place what is the rating of negative impact**

<input type="checkbox"/>	High	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Low	<input type="checkbox"/>	Negative Impact removed
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## Section 9

### Consumer Impacts

The Consumer Scotland Act 2020 places a Consumer Duty on the public sector to put consumer interests at the heart of strategic decision-making and ensure services are focussed on the needs of their users and local communities. This person-centred

approach is intended to result in better quality services and outcomes for the public as consumers of public services across Scotland.

**Does this activity/policy require a strategic decision?** ☐ Yes ☒ No

If Yes complete this section, If No go to Section 10.

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).

In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

	Impact	Description of Impact
Individuals		
Small businesses		

**What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal in relation to children and young people's rights? If applicable.**

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**With these mitigations in place what is the rating of negative impact**

<input type="checkbox"/> High	<input type="checkbox"/> Medium	<input type="checkbox"/> Low	<input type="checkbox"/> Negative Impact removed
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## Section 10

### Climate Emergency, Sustainability and Environment.

Describe how the environment and climate change will be impacted

What impact could this proposal have? State if the impact is: Positive (P), Negative (N), Neutral (Ne) or Not Known (NK).

In what way will the proposal impact on the rights of children and young people? Provide a brief description. Refer to the evidence (data and engagement) – what did it tell you?

	Impact	Description of Impact
Sustainable provision of care	P	The policy supports the management of funds from donations and fundraising, which will impact on staff wellbeing and patient care.

Sustainable procurement of goods and services	P	The policy supports the management of funds from donations and fundraising. The use of those funds supports sustainable procurement of goods and services
Circular economy	NK	
Water usage	Ne	
Resource and waste management	Ne	
Biodiversity and greenspace	P	The policy supports the management of funds from donations and fundraising. The use of those funds can be utilised to develop initiatives that support biodiversity and development of greenspace
Travel and transport	P	The policy supports the management of funds from donations and fundraising. The use of those funds can be utilised to purchase green vehicles
Facilities – buildings we own and occupy	P	The policy supports the management of funds from donations and fundraising. The use of those funds can be utilised to enhance facilities
Energy use – efficiency and consumption	P	The policy supports the management of funds from donations and fundraising. The use of those funds can be utilised to support efficient energy use initiatives

What can be done to remove or reduce the negative impacts or enhance the positive impacts of this proposal? If applicable. If nothing can be done, please state.

Nothing

**With these mitigations in place what is the rating of negative impact**

☐ High ☐ Medium ☐ Low ☐ Negative Impact removed

If this activity is defined as a Plan, Programme or Strategy by the Environmental Assessment (Scotland) Act 2005 a Strategic Environmental Assessment will be required. Further information on this is provided in the supporting guidance [SEA](#)

## Section 11

### Other impact assessment

Does this activity/policy require a strategic decision? ☐ Yes ☒ No

Island and Mainland Rural Communities Impact Assessment? ☐ Yes ☒ No

Financial Impact Assessment? ☐ Yes ☒ No

Other, please specify	
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## Section 12

### Action

Which of the following has the assessment been able to demonstrate?
<input checked="" type="checkbox"/> <b>Option 1 No major change required</b> (where no impact or potential for improvement is found)
<input type="checkbox"/> <b>Option 2 Adjust</b> (where a potential or actual negative impact or potential for a more positive impact is found)
<input type="checkbox"/> <b>Option 3 Continue</b> (where a potential or actual negative impact or potential for a more positive impact is found but a decision not to make a change can be objectively justified)
<input type="checkbox"/> <b>Option 4 Stop and remove</b> (where a serious risk of negative impact is found, the plans, policies etc. being assessed should be halted until these issue can be addressed)
<b>Explain Your Decision.</b> Include any mitigating actions identified <ul style="list-style-type: none"><li>• Include a summary of any changes you are making to the proposal as a result of impact assessment if you have decided Option 2 – Adjust</li><li>• Justify why the proposal should proceed without changes if you decide Option 3 – Continue</li><li>• Describe any other action you plan to take if you decide Option 4 – Stop and Remove</li></ul>



How will the impact of the proposal be monitored?

**Has the IIA been checked by a Level 1 Integrated Impact Assessor?**

☒ Yes    ☐ No

If yes, please provide details:

Name	Roda Bird
Job Title	Interim Equality and Diversity Manager
Date	20/10/2025

**Authorising Director / Officer Review the IIA and only sign it, if the IIA has been fully completed using appropriate evidence and you are assured “due regard” has been given.**

Name			
Job Title			
Department			
Signature		Date	

Return to Equality and Diversity at [gram.equalitydiversity@nhs.scot](mailto:gram.equalitydiversity@nhs.scot)

- Completed form
- Copy of final draft/version of any documentation

**To be completed by Equality and Diversity** – for quality control purposes and recording

<b>Recommendations</b> <input checked="" type="checkbox"/> IIA Only <input type="checkbox"/> Enhanced EQIA <input type="checkbox"/> Children’s Rights Impact Assessment	
Name	Roda Bird
Job Title	Interim Equality and Diversity Manager
Date	20/10/2025

**End of Impact Assessment Record**