

**EQUALITY IMPACT ASSESSMENT**

**BACKGROUND**

<b>Date of Assessment:</b>	16 March 2023
<b>Title of document being assessed:</b>	IJB and IJB Audit Committee –Future meeting arrangements
<p><b>1. This is a new policy, procedure, strategy or practice being assessed.</b> (If <b>Yes</b> please check box) X<input type="checkbox"/></p> <p><b>This is a new budget saving proposal</b> (If <b>Yes</b> please check box) <input type="checkbox"/></p>	<p><b>This is an existing policy, procedure, strategy or practice being assessed?</b> (If <b>Yes</b> please check box) <input type="checkbox"/></p> <p><b>This is an existing budget saving proposal being reviewed</b> (If <b>Yes</b> please check box) <input type="checkbox"/></p>
<b>2. Please give details of the Lead Officer and the group responsible for considering the Equality Impact Assessment (EQIA)</b>	Gail Smith, Chief Officer AHSCP
<b>3. Please give a brief description of the policy, procedure, strategy or practice being assessed, including its aims and objectives, actions and processes.</b>	<p>Since April 2020, the Integration Joint Board and Integration Joint Board Audit Committee have been holding meetings remotely. Meetings have been live streamed and made available via the Angus Council LIVE YouTube Channel and recorded, to enable the public to continue to view both IJB and IJB Audit Committee meetings.</p> <p>Approval was given to progress with a solution to deliver hybrid council and committee meetings in the Town and County Hall, Forfar.</p> <p>This paper proposes that the IJB agree to progress to hybrid meetings for both IJB and IJB Audit Committee to be held in the Town and County Hall, Forfar with the option for attendees to join remotely via MS Teams from April 2023 onwards as per the timetable of meeting dates previously noted by the IJB in October 2023 and subject to satisfactory arrangements being put in place i.e. in relation to access to the building etc.</p> <p>It is also recommended that an IJB and IJB Audit Committee Hybrid Meetings Protocol be prepared and brought forward for members consideration to a future IJB meeting.</p>

<p><b>4. What are the intended outcomes of this policy, procedure, strategy or practice and who are the intended beneficiaries?</b></p>	<p>The intended outcome is to move to a hybrid model for IJB and IJB Audit Committee meetings, allowing the meetings to take place in person whilst also retaining the live stream of the meeting and allowing attendees to join remotely as required.</p> <p>This should benefit IJB and IJB Audit Committee members as well as members of the press and public who wish to view the meeting via the live stream.</p>
<p><b>5. Has any local consultation, improvement or research with protected characteristic communities informed the policy, procedure, strategy or practice being EQIA assessed here?</b></p> <p><b>If Yes, please give details.</b></p>	<p>No – N/A as the proposal is to retain the current ways of working including the use of MS Teams and live stream of meetings, but in addition to restart in person meetings.</p>

## EQUALITY IMPACT ASSESSMENT (EQIA) - RELEVANCE SCREENING

**1. Has the proposal already been assessed via an EQIA process for its impact on ALL of the protected characteristics of: age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation?**

**No**

**1 a. Does the proposal have a potential to impact in ANY way on the public and/or service users holding any of the protected characteristics of age; disability; gender; gender reassignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation?**

Yes Proceed to the Full Equality Impact Assessment (EQIA).

**1 b. Does the proposal have a potential to impact in ANY way on employees holding any of the protected characteristics of age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? This applies to employees of not only NHS Tayside and Angus Council, but also the 3<sup>rd</sup> sector.**

Yes – Proceed to Full Equality Impact Assessment (EQIA).

**2. Name: Morgan Low**

**Position: Strategy and Improvement Manager**



## FULL EQUALITY IMPACT ASSESSMENT (EQIA)

### Step 1.

**Is there any reason to believe the proposal could affect people differently due to their protected characteristic?** Using evidence (e.g. statistics, literature, consultation results, etc.), justify whether yes or no. If yes, specify whether impact is likely to be positive or negative and what actions will be taken to mitigate against the undesired impact of a negative discrimination. When considering impact, please consider impact on: health related behaviour; social environment; physical environment; and access to & quality of services of NHS Tayside, Angus Council or 3<sup>rd</sup> sector social justice.

#### 1a. The public and/or service users holding the Protected Characteristics:

	POSITIVE IMPACT	NEGATIVE IMPACT	Intended mitigating actions against the b) Negative Discrimination
	a)Positive Action	b)Negative discrimination	
<b>AGE</b>	X		The option for hybrid meetings and the continuation of the live stream broadcast of the IJB and IJB Audit Committee meetings allows attendees and members of the public and service users to access the meeting from home, this should have positive implications for those who may have mobility issues or be unable to travel.
<b>GENDER</b>			None – N/A
<b>DISABILITY</b>	X		The option for hybrid meetings and the continuation of the live stream broadcast of the IJB and IJB Audit Committee meetings allows attendees, members of the public and service users to access the meeting from home, this should have positive implications for those who may have

			mobility issues or be unable to travel.
<b>ETHNICITY/ RACE</b>			None – N/A
<b>SEXUAL ORIENTATION</b>			None – N/A
<b>RELIGION/ BELIEF</b>			None – N/A
<b>GENDER REASSIGNMENT</b>			None – N/A
<b>PREGNANCY/ MATERNITY</b>	X		The option for hybrid meetings and the continuation of the live stream broadcast of the IJB and IJB Audit Committee meetings allows attendees, members of the public and service users to access the meeting from home, this should have positive implications for those who may have mobility issues or be unable to travel.
<b>OTHER: CARERS OF OLDER AND/OR DISABLED PEOPLE</b> (Although carers are not considered as a PC in itself, they are protected by the Equality Act 2010 from “discrimination by association” with the PCs of age and disability)	X		The option for hybrid meetings and the continuation of the live stream broadcast of the IJB and IJB Audit Committee meetings allows attendees, members of the public and service users to access the meeting from home, this should have positive implications for those who may have mobility issues or be unable to travel. This should also support those with caring responsibilities who are unable to attend in person.

**1b. The employees holding the Protected Characteristics:**

	POSITIVE IMPACT	NEGATIVE IMPACT	Intended mitigating actions against the b) Negative Discrimination
	a)Positive Action	b)Negative discrimination	
<b>AGE</b>	X		The hybrid option for IJB and IJB Audit Committee meetings will allow attendees to choose between attending in person or online, this should have positive

			implications for those who may have mobility issues or are unable to travel.
<b>GENDER</b>			None – N/A
<b>DISABILITY</b>	X		The hybrid option for IJB and IJB Audit Committee meetings will allow attendees to choose between attending in person or online, this should have positive implications for those who may have mobility issues or are unable to travel.
<b>ETHNICITY/ RACE</b>			None – N/A
<b>SEXUAL ORIENTATION</b>			None – N/A
<b>RELIGION/ BELIEF</b>			None – N/A
<b>GENDER REASSIGNMENT</b>			None – N/A
<b>MARRIAGE/CIVIL PARTNERSHIP</b>			None – N/A
<b>PREGNANCY/ MATERNITY</b>	X		The hybrid option for IJB and IJB Audit Committee meetings will allow attendees to choose between attending in person or online, this should have positive implications for those who may have mobility issues or are unable to travel.
<b>OTHER: CARERS OF OLDER AND/OR DISABLED PEOPLE</b> (Although carers are not considered as a PC in itself, they are protected by the Equality Act 2010 from “discrimination by association” with the PCs of age and disability)	X		The hybrid option for IJB and IJB Audit Committee meetings will allow attendees to choose between attending in person or online, this should have positive implications for those who may have mobility issues or are unable to travel. This should also support those with caring responsibilities who are unable to attend in person.

**1c. Does the proposal promote good relations between any of the Protected Characteristics?**

YES

NO

NOT SURE

Specify further (e.g. between which of the PCs, and in what way, or why not or not sure)

The hybrid model for future IJB and IJB Audit Committees will ensure that those who are unable to attend the meeting in person will not be excluded from the meeting, there will be the option for members to attend the meeting via MS Teams or for members of the public to watch via the live stream.

**1d. What steps will you take to collect the Equality Monitoring information needed to monitor impact of this proposal on PCs, and when will you do this?**

Information on the numbers of people attending in person, via MS Teams and the numbers of individuals accessing the live stream will be available and monitored to ensure the effectiveness of the hybrid model. Any feedback provided on the meetings will also be considered.

**Where will the Equality Impact Assessment (EQIA) be published?**

The Angus Health and Social Care Partnership website.

## CONTACT INFORMATION

<b>Name of Department or Partnership:</b>	<b>Angus Health and Social Care Partnership</b>
---	---

<b>Type of Document</b>	
Human Resource Policy	<input type="checkbox"/>
General Policy	X <input checked="" type="checkbox"/>
Strategy/Service	<input type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>

<b>Manager Responsible</b>	<b>Author Responsible</b>
<b>Name: Eunice McLennan</b>	<b>Name: Morgan Low</b>
<b>Designation: Head of Community Health and Care Services</b>	<b>Designation: Strategy and Improvement Manager</b>
<b>Base: Angus House, Forfar</b>	<b>Base: Angus House, Forfar</b>
<b>Telephone</b>	<b>Telephone:</b>
<b>Email: <a href="mailto:tay.angushscp@nhs.scot">tay.angushscp@nhs.scot</a></b>	<b>Email: <a href="mailto:tay.angushscp@nhs.scot">tay.angushscp@nhs.scot</a></b>

<b>Signature of author of the policy:</b>	<b>Date: 16/03/23</b>
<b>M. Low</b>	
<b>Signature of Director/Head of Service:</b>	<b>Date: 17/03/23</b>
<b>E McLennan</b>	
<b>Name of Director/Head of Service: Eunice McLennan</b>	
<b>Date of Next Plan Review: N/A</b>	

For additional information and advice please contact: [tay.angushscp@nhs.scot](mailto:tay.angushscp@nhs.scot)