

Equality Impact Assessment Template – Policy, Function or Strategy

This document should be completed when a new policy, function or strategy is introduced or when a substantive change to an existing policy, function or strategy is recommended. This will ensure equality considerations are taken into account before a decision is made and the policy, function or strategy can be altered, if required.

1. Policy, function or strategy		
a.	Name/description of the policy, function or strategy ¹	Inverclyde Health and Social Care Partnership (HSCP) Covid-19 Recovery Plan
b.	Responsible organisation(s)/Lead Service	Inverclyde HSCP
c.	Lead Officer	Louise Long, Chief Officer, Inverclyde HSCP
d.	Date of Impact Assessment	30 July 2020
e.	Partners/other Services involved in the development of the policy, function or strategy	<p>The role of the Inverclyde HSCP is to deliver all local health and social care services to Inverclyde residents as directed by the Inverclyde Integration Joint Board (IJB). The HSCP and the IJB are based on a partnership between Inverclyde Council and NHS Greater Glasgow and Clyde (NHS GG&C).</p> <p>The IJB is a decision-making body that meets regularly to discuss, plan and decide how health and social care services are delivered in Inverclyde. All IJB decisions are in line with the Strategic Plan which outlines the key objectives and key actions for the organisation during the period 2019/24.</p> <p>The HSCP is in effect the operational side of the IJB which is in place to deliver the vision and objectives as set by the IJB. The HSCP is a combination of Health Board and Local Authority services delegated through the Integration Scheme to the IJB.</p>

¹ Please attach details of the policy, function or strategy to this Template

		<p>The Scottish Government. Social Work Scotland. The 3rd sector. The independent sector.</p>				
f.	Is the policy, function or strategy?	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>New</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Reviewed/Revised</td> </tr> </table>	<input checked="" type="checkbox"/>	New	<input type="checkbox"/>	Reviewed/Revised
<input checked="" type="checkbox"/>	New					
<input type="checkbox"/>	Reviewed/Revised					
g.	What is the purpose of the policy, function or strategy (include details of any new legislation which prompted the introduction of the policy, function or strategy or the substantive change to the policy, function or strategy)?	<p>The aim of the Plan is to document the established partnership structure and arrangements for recovery from the Covid-19 pandemic for Inverclyde health and social care services.</p> <p>The objectives of the Plan are to:</p> <ul style="list-style-type: none"> • consider Inverclyde’s response to the pandemic and any learning for the future; • provide support for recovery on behalf of the Inverclyde HSCP and assist relevant Partners’ decision-making processes; • outline the overall recovery strategy for Inverclyde’s health and social care services; • ensure a cohesive approach to recovery links effectively to work within Inverclyde Council, NHS GG&C and the 5 other HSCPs within GG&C; • ensure that relevant stakeholders are involved in the recovery process; • confirm the integrated structure for the recovery process, including the Recovery Group itself and any sub-groups; and • identify the long-term outcomes linked to the IJB’s Strategic Plan 2019/24 through the development of action plans. <p>Scottish Government: Coronavirus (Covid-19) - Scotland’s route map - How Scotland is transitioning out of lockdown, including the framework that guides decision-making.</p> <p>The Coronavirus (Scotland) Act 2020.</p>				

h.	What are the intended outcomes of the policy, function or strategy?	<p>The Plan has been developed to enable us to navigate our way through the uncertainties that the coronavirus has created and re-build our public services and the local economy.</p> <p>The Plan aims to create a solid foundation and route map for the HSCP through the Covid-19 recovery phase in line with the direction of travel and agreed pace of relevant Partner organisations.</p> <p>We aim to ensure that all service users receive an effective service that is accessible to all despite the social distancing measures put into place as a result of Covid-19.</p> <p>Over the next few months, the HSCP needs to develop new ways of working that includes an element of catching up with activity that has been scaled down or ceased as part of the response to Covid-19.</p>	
i.	Geographical area (Inverclyde-wide or a specific location)	The Plan covers Inverclyde health and social care services in their entirety.	
j.	Which parts of the Equality Duty will the policy, function or strategy impact on?	X	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by The Equality Act 2010
		X	Advance equality of opportunity between people of different groups
		X	Foster good relations between people from different groups
k.	Will those who may be directly or indirectly affected by the policy, function or strategy be involved in its development?	Yes – the Plan has been approved through the Strategic Planning Group (SPG) and IJB, both of which have representation from a variety of backgrounds including service users, providers, carers, the 3rd sector and the independent sector.	

2. Does the policy, function of strategy impact on:		
	Yes	No
a. Protected Characteristics under The Equality Act 2010: Age; Disability; Gender Reassignment; Pregnancy and Maternity; Race; Religion and Belief; Sex; Sexual Orientation (see Section 3)	X	
b. Reducing inequalities of outcome caused by socio-economic disadvantage – Fairer Scotland Duty ² (see Section 6)	X	
c. Local Outcomes Improvement Plan (LOIP) 2017/22 ³ (see Section 7)	X	
d. Corporate Plan 2018/22 ⁴ (see Section 8)	X	
3. If 'Yes' is selected for any part of Section 2, please populate the other relevant Sections of this Template.		
4. If 'No' is selected for <u>every part</u> of Section 2, please state the reasons for this.		
Please sign below and email a copy of this Template to Karen Barclay, Corporate Policy Officer: karen.barclay@inverclyde.gov.uk.		
Signature:	Date:	

² [Fairer Scotland Duty: interim guidance for public bodies](#)

³ [Local Outcomes Improvement Plan 2017/22](#)

⁴ [Corporate Plan 2018/22](#) (agenda item 5)

3. Impact – Protected Characteristics

Which of the Protected Characteristics will the policy, function or strategy have an impact upon?

Protected Characteristic	Impact					Reasons/Comments
	Positive High	Positive Low	Neutral	Negative High	Negative Low	
Age		X				Some service users – including an increasing older population with greater numbers who are living longer with complexity around medical long-term conditions and social care needs – and/or those who previously accessed face-to-face contact from the HSCP, may not have been able to access other means of support during the lockdown restrictions. Engaging and ensuring that people receive services is important to their health and well-being so the planned phased approach sees more face-to-face contact being provided as we move from the hub to service model.
Disability		X				Service users with disabilities are more likely to need to contact the HSCP. Some of those service users, particularly people who previously accessed face-to-face contact from the HSCP, may not have been able to access other means of support during the lockdown restrictions. Engaging and ensuring that people receive services is important to their health and well-being so the planned phased approach sees more face-to-face contact being provided as we move from the hub to service model.

Gender Reassignment			X			
Pregnancy and maternity		X				Service users who previously received support from the HSCP's Children and Families Team may not have been able to access other means of support during the lockdown restrictions. Engaging and ensuring that people receive services is important to their health and well-being so the planned phased approach sees more face-to-face contact being provided as we move from the hub to service model.
Race		X				Service users who previously received support from the HSCP's Refugee Team may not have been able to access other means of support during the lockdown restrictions. Engaging and ensuring that people receive services is important to their health and well-being so the planned phased approach sees more face-to-face contact being provided as we move from the hub to service model.
Religion and belief			X			
Sex		X				The delivery of the Plan may affect predominantly women as they tend to be the primary caregivers for elderly people and young children and could therefore be users of the services provided by the HSCP. Engaging and ensuring that people receive services is important to their health and well-being so the planned phased approach sees more face-to-face contact being provided as we move from the hub to service model.
Sexual orientation						
Other groups to consider Carers		X				The partial re-instatement of support may impact on carers. Our carers centre has also been very pro-active during the pandemic offering telephone contact and the conduit for providing PPE to carers.

4. Which parts of the Equality Duty will the policy, function or strategy have an impact upon?	
X	Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
X	Advance equality of opportunity between people from different groups
X	Foster good relations between people from different groups

5. Impact – groups

From the information you have highlighted above, describe the positive and negative impacts and the groups affected under The Equality Act 2010.

Positive impacts + <i>(Describe groups affected.)</i>	Negative impacts - <i>(Describe groups affected.)</i>
<p><u>Age; Disability; Pregnancy and maternity; Race; Sex:</u></p> <p>Some service users, particularly those who previously accessed face-to-face contact from the HSCP, may plan to move, or have already moved, to self-service, other digital methods of contact or the use of telephony. However, the resumption of HSCP services that were recently scaled down or ceased provides another option for service users to interact with the Partnership.</p> <p>Engaging and ensuring that people receive services is important to their health and well-being so the planned phased approach sees more face-</p>	<p><u>Age; Disability; Pregnancy and maternity; Race; Sex:</u></p> <p>Some service users, particularly those who previously accessed face-to-face contact from the HSCP may not be able to self-serve, or use other digital methods of contact or telephony, during the partial resumption of services.</p> <p>Service users who may have a number of conditions, frailty, physical disability, learning disability or dementia, are more likely to need to contact the HSCP. Some of those service users, particularly people who previously accessed face-to-face contact from the Partnership,</p>

to-face contact being provided as we move from the hub to service model.	may not have been able to move to self-service during the lockdown restrictions.
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6. Impact – Fairer Scotland Duty

What impact will this policy, function or strategy have on reducing inequalities of outcome caused by socio-economic disadvantage?

Positive impact +	Neutral impact =	Negative impact -
+		
<p>Briefly describe how the policy, function or strategy will impact on reducing inequalities of outcome.</p> <p>The recent temporary suspension of some HSCP services may have resulted in increased waiting times for telephone calls to be answered, resulting in higher telephone bills for those who are already socio-economic disadvantaged. However, it should be noted that, during the suspension of those services, telephone calls have generally been answered in line with usual response rates.</p> <p>Increased waiting times to see HSCP employees face-to-face could result in people with disabilities or those who are socio-economically disadvantaged waiting in long queues to, for example. The HSCP has developed plans to tackle any waiting lists caused by the impact of COVID19. This will ensure we tackle waiting lists based on priority levels of need. For example additional staff are being recruited at our centre for independent living to tackle OT waiting lists. This action will reduce the time people spend on a waiting list.</p> <p>The partial resumption of the previous level of service could result in assisting to reduce the gap between the least deprived and most deprived members of our communities as those who are least deprived are more likely to use technology and self-serve and perhaps not require to access support from the HSCP. The impact on the most deprived customers including, for example, older people and people with disabilities who might experience socio-economic disadvantage, may be in terms of their well-being and financial circumstances.</p>		

7. Impact – LOIP 2017/22

Which Priority/Priorities from the LOIP 2017/22 will this policy, function or strategy impact on?

X	<p>1. Population: Inverclyde's population will be stable and sustainable with an appropriate balance of socio - economic groups that is conducive to local economic prosperity and longer term population growth</p>
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X	2. Inequalities: There will be low levels of poverty and deprivation and the gap between the richest and poorest members of our communities will be reduced (This may already have been highlighted at Section 6.)
<input type="checkbox"/>	3. Environment, culture and heritage: Inverclyde's environment, culture and heritage will be protected and enhanced to create a better place for all Inverclyde residents and an attractive place in which to live, work and visit
<p>Briefly describe how the policy, function or strategy will impact on the LOIP Priority/Priorities.</p> <p>LOIP 2017/22 Priority 1: Delivery of this Priority could be affected by a positive impact on the Council's reputation as a result of the partial resumption of the previous level of service.</p> <p>LOIP 2017/22 Priority 2: The partial resumption of the previous level of service could result in assisting to reduce the gap between the least deprived and most deprived members of our communities as those who are least deprived are more likely to use technology and self-serve and perhaps not require to access support from the HSCP. The impact on the most deprived customers may be in terms of their well-being and financial circumstances.</p>	

8. Impact – Corporate Plan 2018/22

Which Priority/Priorities from the Corporate Plan 2018/22 will the policy, function or strategy impact on?

<input type="checkbox"/>	1. To promote Inverclyde, to both residents and visitors alike, as a great place to live, work and visit
X	2. To work collaboratively, to enable strong, connected and empowered communities, particularly in areas of deprivation, so that residents have influence and control over the things that matter to them
X	3. To grow the local economy in a way that creates opportunities for all our residents, including access to good quality jobs
<input type="checkbox"/>	4. To reduce the prevalence of poverty and, in particular, child poverty in our communities
X	5. To safeguard, support and meet the needs of our most vulnerable families and residents

X	6. To improve the health and wellbeing of residents so that people live well, and for longer
<input type="checkbox"/>	7. To protect and enhance our natural and built environment
<input type="checkbox"/>	8. To preserve, nurture and promote Inverclyde's unique culture and heritage
X	9. To deliver services that are responsive to community needs and are underpinned by a culture of innovation, continuous improvement and effective management of resources
X	10. To develop motivated, trained and qualified employees who deliver quality services that meet current and anticipated service needs

Briefly describe how the policy, function or strategy will impact on the Corporate Plan Priority/Priorities.

It is recognised that some of the service users seeking help may be amongst the most vulnerable residents and families in Inverclyde. Although the re-introduction of services will initially be on a limited basis, every effort will be made to ensure that no service users will be disadvantaged and their needs will be met.

A number of aspects of the Plan support delivery of the following Priorities in the Corporate Plan 2018/22:

- Corporate Plan Priority 2

HSCP Plan Key Principle: Accessibility - equality of access and encouraging greater community involvement

HSCP Plan Key Principle: Maximising local resources – maximising the use of the available workforce and local volunteer groups

- Corporate Plan Priority 3

The Plan has been developed to enable us to navigate our way through the uncertainties that the virus has created and re-build our public services and the local economy.

- Corporate Plan Priority 6

HSCP Plan Key Principle: Health and well-being: supporting people to manage their own health

- Corporate Plan Priority 9

HSCP Plan Key Principle: Technology – maximise the use of digital technology

HSCP Plan Key Principle: Contingency and flexibility – ability to quickly and effectively step down services in the event of a second peak and further lockdown

- Corporate Plan Priority 10
HSCP Plan Key Principle: Innovation and re-design – flexibility and re-modelling our workforce.

9. Evidence

What evidence do you have to help identify any potential impacts of the policy, function or strategy?

Note: Evidence could include information from consultations, surveys, the Citizens' Panel, focus groups, interviews, projects, user feedback, complaints, Officers' knowledge and experience, equalities monitoring data, publications, research, reports, and local and national groups.

Evidence	Details
Consultation/Engagement (including any carried out while developing the policy, function or strategy)	The Plan was developed in consultation with a range of Partners and stakeholders including Inverclyde Council, NHS GG&C, other local HSCPs, the Staff Partnership Forum (SPF), the Strategic Planning Group, and the IJB. The joint planning highlighted the particular strengths of the key partners in for example, recruiting volunteers to take on a range of non-statutory duties.

Research	Review of the Recovery Plans of Partners and other similar organisations and involvement in Council and Health Board recovery groups and HSCP networks to help inform the development of the Plan, ensuring a consistent approach was in place across partners and drawing from good practice across the sector.
Officers' knowledge and experience (including feedback from frontline staff)	Service Managers and the SMT worked together to create this plan in line with all of the research and consultation outlined above. The Officers involved have many years' experience of working in/with. Our care at home service has undertaken a telephone survey to discuss feedback with staff relating to their experience of working during COVID19. This will guide us if we require to go back into a lockdown scenario in future months.
Equalities monitoring data	The Inverclyde area has, throughout the Covid-19 pandemic, had the highest rate of Covid-19 deaths in Scotland; as at 29 July 2020, the figure was 118 which equates to 15 per 10,000 people.
User feedback (including complaints)	Feedback was taken in the development of the Plan from Officers in the HSCP, SPG, the Recovery Group membership, SPF and the IJB. The SPF and the IJB have representation from a variety of backgrounds including service users, providers, carers and the 3rd sector and the independent sectors. There were no complaints received which directly impacted the devising of the plan.
Stakeholders Other	 Inverclyde Council, NHS GG&C, service users, staff, carers, providers, the 3rd sector and the independent sector.
Are there information gaps and, if so, what are these?	Not that we are aware of.

10. Consequences of analysis

What steps will you take in response to the findings of your analysis? Please select at least one of the following and provide a brief explanation.

a.	Continue development with no changes	<input checked="" type="checkbox"/>	The Plan has already been updated and refined based on initial feedback from the various consultation processes outlined above.
b.	Continue development with minor alterations	<input type="checkbox"/>	
c.	Continue development with major changes	<input type="checkbox"/>	
d.	Discontinue development and consider alternatives (where relevant)	<input type="checkbox"/>	

How will the effect of the policy, function or strategy be monitored following implementation?

A Recovery Group meets weekly to monitor implementation of the Plan and any subsequent action plans. The work of this Group also feeds into the recovery processes within Inverclyde Council and NHSGG&C.

It is recognised that we need to plan in a way that allows for flexibility to enable preparation and response to the resurgence of waves of Covid-19 activity with little notice. At the end of each phase of the Plan, there is a reflective session with the Extended Management Team to understand the learning for the next phase.

The Plan has been based on a set of principles and is one where we learn and understand what the impact of our response to Covid-19 will, or perhaps should, have on how we deliver services in the future, and follows a phased approach to restarting services. At the end of each phase, there is reflection and learning before moving to the next phase.

When is the policy, function or strategy due to be implemented?

From June 2020.

When will the policy, function or strategy be reviewed?

Action Plans linked to this Plan will be updated and reviewed fortnightly through the HSCP Covid-19 Recovery Group. At the end of each phase, there is reflection and learning before moving to the next phase.

What resources are available for the implementation of the policy, function or strategy? Have these resources changed?

The HSCP Covid-19 Recovery Group has been set up to oversee the implementation of the Plan.

11. Please use the space below to detail any other matters arising from the Equality Impact Assessment process, including what action could be taken to mitigate the impact of the policy, function or strategy.

We have developed a plan to increase staffing to tackle waiting lists.

Details of the Person(s) who completed the Assessment:

Name:	Lesley Aird
Position:	Chief Financial Officer
Date:	30 July 2020
Authorised by:	
Name:	Louise Long
Position:	Chief Officer, Inverclyde HSCP

Date:	
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Thank you for your assistance with the completion of this task.

Please send a copy of the completed Template to Karen Barclay, Corporate Policy Officer at karen.barclay@inverclyde.gov.uk.