



North Ayrshire Health and Social Care Partnership

Equality Impact Assessment

Guidance

Introduction

In order to meet the Public Sector Equality Duties as set in the Equalities Act 2010, a number of specific duties have also been prescribed.

The specific duties were created by secondary legislation in the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

One specific duty (Duty 5) is to: **Assess and review policies and practices.**

Under this duty, public bodies are required to assess the impact of all new policy or budget proposals on those with protected characteristics. The public body must also publish the assessments in an accessible way.

North Ayrshire Health and Social Care Partnership regularly undertakes equality impact assessments on new policies and proposals.

This guidance has been produced to assist HSCP staff in the completion of Equality Impact Assessments.

Method Adopted

As an integrated partnership, the HSCP is mindful that both parent organisations (North Ayrshire Council and NHS Ayrshire and Arran) also must comply with the public sector equality duty. Both organisations have established processes for completing Equality Impact Assessments.

To ensure consistency of approach, the HSCP has adopted the equality impact assessment process from North Ayrshire Council. The NAC approach is known Equality and Children's Rights Assessment (ECRIA). ECRIAs are completed on all HSCP policies or proposals.

The ECRIA is an integrated assessment process that considers policies or proposals against:

- Impact on those with protected characteristics
- Impact on Children's Rights
- The Fairer Scotland Duty
- Impact on Island Communities

To support the assessment process, a suite of supporting documents have been created.

- ECRIA Assessment Tool Kit (providing guidance on completing assessments)
- ECRIA Screening Tool (Word Template)



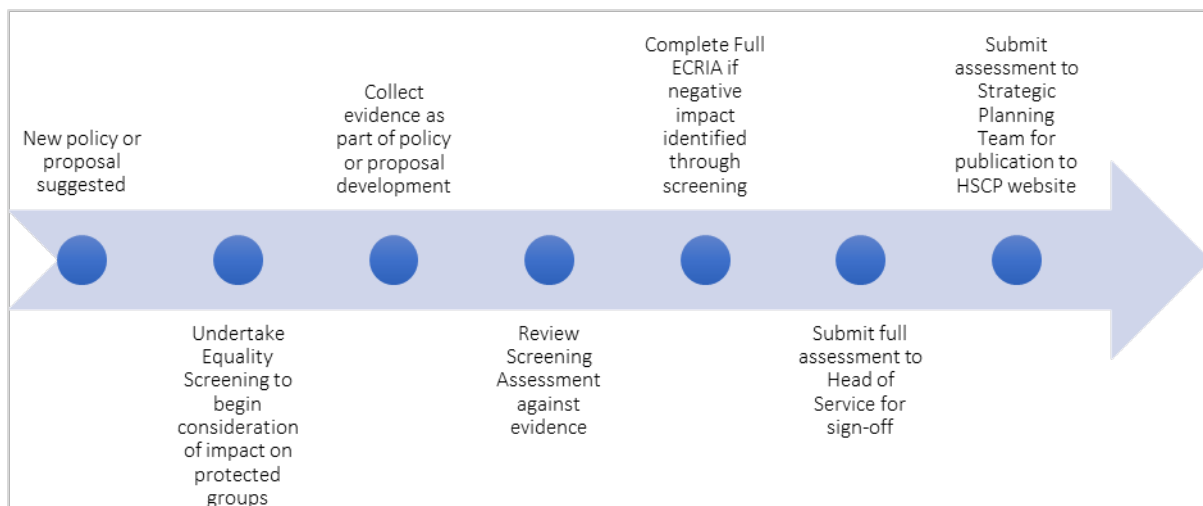
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- ECRIA Full Assessment Form (Word Template)
- ECRIA Template for posting online (meeting accessibility requirements) (Word Template)

All supporting documents can be accessed on NAC Connects: [Equality \(sharepoint.com\)](https://equality.sharepoint.com). If you have trouble accessing Connects, please contact Scott Bryan (sbryan@north-ayrshire.gov.uk) at the Strategic Planning and Transformation Team.

Completing the ECRIA process

The following process applies to all HSCP employees who are required to undertake and equality assessment on any new policy or proposal. Broadly speaking, the following equality impact assessment process should be completed by officers/managers when developing any new policy or proposal.



The impact of any new policy or proposal should be considered at the earliest opportunity of its development. As such, it is recommended that an ECRIA screening should be undertaken as soon as it is feasible to do so.

Undertaking an ECRIA screening can help managers and policy leads consider what evidence or research is required to help inform the ongoing development of the policy or proposal. Examples of evidence can include:

- Engagement or consultation with key stakeholders (including equality groups).
- Performance information or demographic statistics.
- Published research.
- Project benchmarking.
- Service inspection or audit report.



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Following the screening questions on the template will help to determine if a full assessment is required.

In all cases, when a screening form identifies any potential negative impacts on a protected equality group, a full Equality and Children's Rights Impact Assessment must be completed.

Please note, it may be considered good practice to undertake a full ECRIA on proposals or policies that are particularly high level in their scope, such as those that may result in significant service change or financial investment, even if no negative impact on equality groups were identified at the screening stage.

Note, the full ECRIA can be completed over a reasonable period of time. This allows for further research or consultation to be carried out that can inform the overall policy and assessment.

Once complete, the full ECRIA should be submitted to an appropriate Head of Service for approval and sign off.

Following sign off, all full ECRIAs should be submitted to Scott Bryan (sbryan@north-ayrshire.gov.uk) to enable publication on the HSCP website¹.

Equality Impact Assessments and the Integration Joint Board

In most cases, new policies and proposals must be approved by the Integration Joint Board before implementation.

To support this, section 4.4 of the IJB reporting templates asks for the identified implications on equalities that have been found following the assessment.

Further support/guidance

Training on the completion of ECRIAs is available on the training portal **iLearn** and can be accessed here [NAC: Log in to the site \(learningpool.com\)](#)

Please contact Scott Bryan, Strategic Planning, Policy and Inequalities Officer sbryan@north-ayrshire.gov.uk for further advice or guidance in relation to the completion of ECRIAs.

¹ All ECRIAs to be published will be made available on the HSCPs new website, which is currently under development and expected to launch in Spring 2023.