

West Lothian Integration Joint Board
Equality Mainstreaming Report and Equality Outcomes
2017 – 2021

April 2017

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FOREWORD

NHS Lothian and West Lothian Council have a long history of working in partnership to meet the health and social care needs of the people of West Lothian and has a well-earned reputation for delivering ground-breaking and quality-driven public services to local people. We will continue this tradition by bringing health and social care services closer together wherever possible and working in partnership to deliver more accessible, integrated and high quality services which are jointly planned and community focused.

Our Integration Joint Board (IJB) strategic plan addresses our vision to increase wellbeing and reduce health inequalities across all communities in West Lothian. The main challenges to improving health in West Lothian are the ageing population, persistent health inequalities, the continuing shift in the pattern of disease towards long term conditions and growing numbers of people with multiple conditions and complex needs.

We are fully committed to working with individuals, local communities, staff and our community planning and other partners to make effective use of all of our resources. To do this, the expertise, knowledge and skills of colleagues, along with input from service users, providers and other stakeholders, will all help to drive new and more innovative ways of working at a local level.

In order to tackle the challenge of reducing the health inequalities gap in West Lothian, we are strongly committed to the development of a preventative outcomes-based approach, with an emphasis on effective early interventions to tackle social inequalities and improve wellbeing in communities. To this end our strategy focuses on prevention, early intervention and collaborative working to ensure services are planned, co-ordinated and evaluated on the delivery of outcomes; and resources are targeted to achieve the greatest impact on those most in need.

The IJB strategic plan is clear that equality will be at the heart of everything that we do as a partnership, including how we will take into account the protected characteristics in the planning and delivery of health and social care services. These protected characteristics are:

- Age
- Disability
- Gender Re-assignment
- Marriage and civil partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex (formerly known as gender)
- Sexual orientation

INTRODUCTION

This report sets out the approach of West Lothian Integration Joint Board (IJB) in making the public sector equality duty integral to its functions and the action plan which it considers will enable it to ensure that duty is met. The first section of the report reflects on progress towards mainstreaming equality between 1 April 2016 and 31 March 2017.

The report will also set out the IJB's Equality Outcomes for 2017 – 21 and will reflect progress towards these so far.

This report is produced in compliance with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

Legislative context

The Public Sector Equality Duty set out in s149 of the Equality Act 2010 places an obligation on public authorities, in the exercise of their functions, to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation
- advance equality of opportunity between different groups and
- foster good relations between different groups.

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 place specific equality duties on public authorities, including the Integration Joint Board

Not all of the duties are relevant as the Integration Joint Board is not an employer. The specific duties which are relevant to note include:

- reporting on the mainstreaming of the equality duty
- agreeing and publishing equality outcomes and
- assessing and reviewing policies and practices.

The Specific Duties require that all Scottish public authorities must publish a report on mainstreaming equality and identify a set of equality outcomes. This is subject to being reviewed every two years within its four year cycle. This report brings the Integration Joint Board's equality reporting timescales in line with that of West Lothian Council and that of NHS Lothian.

Health and Social Care Integration Context

The Public Bodies (Joint Working) (Scotland) Act 2014 places a duty on Councils and Health Boards to delegate health and social care functions to an Integration Joint Board where that partnership has agreed to utilise a body corporate model.

This is the most significant reform to Scotland's National Health Service and social care service in a generation. The purpose of integrating these services is to improve the health and wellbeing outcomes of people.

NHS Lothian and West Lothian Council have chosen to integrate services through the establishment of The West Lothian Joint Integration Board.

From 1st April 2016, the West Lothian Joint Integration Board, a new, legal entity became responsible for planning, commissioning and overseeing the delivery of integrated health and social care provision, covering community and unplanned hospital healthcare and adult, children and families and community justice social work in West Lothian.

The functions that are delegated to the West Lothian IJB are set out in the West Lothian Integration Scheme ([West Lothian IJB Integration Scheme](#)). These functions were delegated to the IJB from 1 April 2016. In summary these include adult community health services, adult social care services and some hospital services. West Lothian IJB meetings are held in public.

Benefits of Mainstreaming Equality and Diversity

The Equality and Human Rights Mainstreaming Guidance identifies that mainstreaming the equality duty has a number of benefits including:

- Equality becomes part of everything we do, within our structures, behaviours and culture
- We are more transparent and can demonstrate how, in carrying out our functions, we are promoting and embedding equality
- Mainstreaming equality contributes to continuous improvement and better performance.

Mainstreaming is a specific requirement for public bodies in relation to implementing the Equality Duty 2010. It requires the integration of equality into day-to-day working, taking equality into account in the way we exercise our functions.

The IJB is at an early stage of its development. It was incorporated in October 2015 and assumed responsibility for the delegated functions on 1 April 2016. The following sections set out how the IJB has thus far mainstreamed equalities into its activities to date

The IJB has recognised its equality duties in the preparation of its key planning document, the strategic plan which has been informed by a strategic needs assessment to provide a fuller picture of the profile of the local population. The IJB will build upon this and ensure that a better understanding of the needs of its communities, including those who share protected characteristics, informs its future plans.

MAINSTREAMING EQUALITY

Partnership working

The IJB strategic plan was developed through extensive engagement with our local communities, service users and patients, clinicians, practitioners, carers and other stakeholders. In developing this plan, West Lothian IJB took account of the requirements for mainstreaming equality by aligning its strategic outcomes with the equality outcomes. The plan was subject to an integrated equalities impact assessment.

The equality outcomes are incorporated within the nine health and wellbeing outcomes which are core to the delivery of the strategic plan; these outcomes will be reported on regularly to the IJB and also as part of the annual report on the strategic plan.

The strategic plan focuses on prevention, early intervention and collaborative working to ensure services are planned, co-ordinated and evaluated on the delivery of outcomes; and resources are targeted to achieve the greatest impact on those most in need. We will also work with the wider Community Planning Partners to jointly find approaches and solutions to addressing the specific inequalities which relate to the people of West Lothian.

The Health and Social Care Partnership is committed to ensuring active participation of stakeholder groups in its decision making process. Therefore, IJB membership includes representatives of the voluntary sector, service users and health and social care staff.

Strategic Vision, Outcomes and Objectives

The Strategic Plan is at the heart of integration and will set out how health and social care services will be delivered in a more integrated way to improve the quality of support for people who need them and deliver the national health and wellbeing outcomes.

The IJB has endeavoured to let those at the heart of communities have their say in shaping and influencing the plan. We have carried out a Strategic Needs Assessment, identifying health and social care needs in each of West Lothian's localities. This data will also inform the development of locality focused plans. In addition, detailed strategic needs assessments will be carried out to inform the development of commissioning plans for five main care groups: alcohol and drugs, physical disability, learning disability, mental health and older people.

The main challenges to improving health in West Lothian are the ageing population, persistent health inequalities, the continuing shift in the pattern of disease towards long term conditions and growing numbers of people with multiple conditions and complex needs.

In order to tackle the challenge of reducing the health inequalities gap in West Lothian, we are strongly committed to the development of a preventative outcomes-based approach, with an emphasis on effective early interventions to tackle social inequalities and improve wellbeing in communities.

You can read and download the Strategic Plan [here](#).

Participation and Engagement Strategy

The Integration Scheme required NHS Lothian and West Lothian Council to develop a Participation and Engagement Strategy to ensure that the public and local interest groups can participate in a meaningful way in decisions around how services are provided.

The agreed strategy commits to making communication, participation and engagement equally accessible to all through a range of measures. The strategy can be found [here](#).

Participation and engagement activities are carried out in accordance with the best practice guidelines set out in the Community Planning Partnership's "Engaging Communities Toolkit" and the "Scottish Health Council Participation Toolkit".

The partnership will maintain its commitment to holding meetings of the Integration Joint Board, its committees and Strategic Planning Group in accessible public buildings and to making meeting papers available online five days before the meetings.

Local Outcomes and Locality Planning

The IJB recognises the way health and social care services are delivered locally can have a significant impact on shifting the balance of care from hospital to community, reducing health inequalities and reducing emergency admissions. The strategic plan will ensure:

- More care and support is delivered at home or closer to home rather than in hospital or other institutions
- Care is person centred, with focus on the whole person and not just a problem or condition
- There is more joined up working across professions and agencies
- Citizens, communities and staff involved in providing health and social care services will have a greater say in how those services are planned and delivered.

Localities have been identified as part of the Strategic Plan, splitting West Lothian into East and West. These localities are based on 2011 data zones and are aligned to General Practice (GP) populations and multi-member wards to support development of integrated models around GP Practice clusters and communities.

The ongoing locality profiling work will ensure that services are planned and led locally, taking into account the specific needs and characteristics of each locality, engaging the community and contributing to effective strategic commissioning.

Strategic Commissioning

The IJB has committed to developing strategic commissioning plans for all adult care groups. Each commissioning plan is determined by a local needs assessment and other relevant local or national strategies, which are considered in line with the total available resources.

The needs assessments involve:

- analysis of data based on the population, including demographic trends, health status and risk
- wide consultation with the public through surveys, focus groups, etc.
- consideration of the views of professionals or experts
- benchmarking with other areas in Scotland

This process insures that services commissioned are based on the needs of the population with a strong focus on data and consultation with those who the service will impact.

Monitoring and recording

Consultation and Engagement

Processes are available within partner bodies which enables monitoring and recording of the profile of people attending general consultation and engagements events. Completion of an equalities monitoring form has been encouraged to maintain and develop our understanding of the local population involved in engagement events.

Service delivery

Understanding how different people use our services is an important step in mainstreaming the Equality Duty in our service delivery functions. We are aware that gathering and using evidence is crucial to gaining this understanding. This information is currently collated by partner bodies and will continue to be so.

Integrated Impact Assessment

As a public body we are required to assess the impact of our decisions, changes to policies and practices and services against the requirements of the public sector equality duty

The equality impact assessment process is a way of examining new and existing policies, strategies, and changes or developments in service provision to assess what impact, if any, they are likely to have. In doing this we will consider the evidence of that impact on those who share a protected characteristic including feedback from consultation or engagement received from people sharing that characteristic.

Our legal requirement to do this covers only those individual characteristics identified in the Equality Act. However, in West Lothian, we recognise that these categories are only one element of the inter-related determinants of health, social care and life experience. We have reflected this in our impact assessment process by including categories to reflect the cross cutting issues which may affect people including poverty, homelessness, carers etc.

The standard IJB report template includes a section on whether an Integrated Impact Assessment has been completed on that particular occasion.

An impact assessment of the strategic plan has been carried out and reported to the IJB. The process used the guidance for Integrated Impact Assessment that has been developed in partnership with NHS Lothian and the four Lothian councils, including West Lothian Council. This assessment meets the requirements for Equality Impact Assessment and therefore includes explicit consideration of the needs of people with protected characteristics as defined in the Equality Act (2010). It also considers the potential for wider impacts on other vulnerable population groups and determinants of health.

The recommendations were discussed and approved by the Strategic Planning Group at its meeting in February. The completed impact assessment report is available online [here](#).

The recommendations in the impact assessment are as follows:

- The Plan should make clear that operational responsibilities for children’s and adult services remain combined under the same Director, as now.
- There should be clear strategic links made with corresponding plans and governance structures for children’s services.
- The Engagement Plan should include actions to engage with the voluntary sector, and with vulnerable groups including, but not only, people with protected characteristics. It should identify ways to engage with people with communication needs.
- The needs assessments for client group and locality plans should include local intelligence to ensure services are best directed to people with the greatest needs.
- There should be training in the use of ‘Teach-Back’ for health and social care staff.
- The relevant needs assessment should consider differing needs of men and women as they age.
- There should be consideration of the needs of refugees.
- The strategic plan and commissioning plans should continue to focus on prevention and addressing health inequalities.

These recommendations have been incorporated into the work of the IJB since April 2016 and are reflected in the equality outcomes.

Mainstreaming Duty and Employment

The IJB is not an employing body and therefore is not subject to this duty. It can, however, commit to ensuring that its parent bodies meet their obligations under the Public Sector Equality Duty.

Both NHS Lothian and West Lothian Council published mainstreaming reports, policy statements on equal pay and employment monitoring data as required by the Specific Duties (Scotland) Act. These can be accessed here:

[NHS Lothian](#)

[West Lothian Council](#)

EQUALITY OUTCOMES

In setting equality outcomes for the IJB consideration was given to the work done to develop local outcomes for the IJB Integration Scheme and the Strategic Plan. These local outcomes are aligned to the National Health and Wellbeing outcomes and are relevant to all of the protected characteristics.

Reducing inequalities, in particular, health inequalities, is central to the work of the IJB.

Current positions

Both NHS Lothian and West Lothian Council published existing Equality Outcomes and Mainstreaming Reports and have reviewed the progress towards these.

In developing the IJB equality outcomes, there was the need to reflect the existing equality outcomes for each partner organisation to ensure that there is an element of consistency.

The equality outcomes for each organisation are available online:

[NHS Lothian](#)

[West Lothian Council](#)

Progress on Outcomes

The following action plan builds on the outcomes and activities published by the IJB for the period of April 2016 to April 2017. Specific outputs have been identified for each outcome and progress against these outcomes will be published in April 2019.

EQUALITY OUTCOMES ACTION PLAN 2017 - 2021

The key activities to deliver the Equality Outcomes and their expected outputs are set out in the action plan below. Performance measures will be contained in the IJB's annual performance reports.

Equality Outcome	Activities	Outputs	Lead	Relevance to National Health and Wellbeing Outcomes
<p>1) Effective Leadership to ensure IJB governance, plans and decisions take account of the diversity of needs and characteristics of the community</p>	<p>Ensure that the emphasis on equality and diversity is connected from the strategic level through to the operational level.</p> <p>Ensure that all managers give clear and consistent messages on the importance of the Public Sector Equality Duty.</p> <p>Equality and rights will be incorporated into the regular performance reporting to the IJB.</p> <p>The IJB integrated workforce strategy will pay due regard to equality and diversity.</p>	<ul style="list-style-type: none"> - Development sessions on equality and diversity offered to all board members - All relevant policies / procedures / allocations of resources are impact assessed - Performance measures include all protected characteristics - All relevant staff receive equality and diversity training - All managers have an annual performance review and personal development plan that includes an equality and diversity aspect 	<p>IJB Chief Officer</p>	<p>4, 5, 6, 8, 9</p>

<p>2) People with protected characteristics are directly able to influence the way in which IJB commissioned services are planned and delivered</p>	<p>Ensure that needs assessments take account of emerging needs, such as the needs of asylum seekers and refugees.</p> <p>Utilise the knowledge, experience and information held by all partners, including local people and those with protected characteristics, to ensure that all people are able to fully participate in locality planning on an equal footing and without discrimination.</p> <p>Ensure that locality planning assists organisations, including those which represent people with protected characteristics, to participate.</p>	<ul style="list-style-type: none"> - Communications about participation from the IJB and its parent bodies are accessible to all - Those who will be impacted by any particular service are consulted at the planning stage - Engagement activities are varied and inclusive - A wide range of equality forums/individuals engage with the IJB covering all protected characteristics 	<p>Commissioning plan leads:</p> <p>Head of Health, Head of Social Policy</p>	<p>3, 4, 5, 8, 9</p>
<p>3) IJB commissioned services are accessible, appropriate and inclusive to the needs of all, with no barriers which can</p>	<p>Ensure that needs assessments and subsequent care group commissioning plans take account of the needs of people and those with protected characteristics.</p> <p>Ensure that locality plans support the needs of people with protected characteristics,</p>	<ul style="list-style-type: none"> - Services are provided in accessible buildings - Services are accessible to asylum seekers, refugees and those who do not speak English - Communications about services from the IJB and its parent bodies are accessible to all 	<p>Commissioning plan leads:</p> <p>Head of Health, Head of Social Policy</p>	<p>1, 2, 3, 4, 5, 7</p>

<p>limit access for those with protected characteristics</p>	<p>to participate.</p>	<ul style="list-style-type: none"> - Health and Social Care website provides information on a wide range of services - Services are accessed by all who need them - Locality plans make use of all possible data in relation to the protected characteristics 		
<p>4) Awareness and understanding of the challenges and needs faced by those with protected characteristics is raised</p>	<p>Raise awareness and ensure that care group commissioning plans address particular needs such as autism, mental health, dementia, LGBT and older people services.</p> <p>Ensure that all customer-facing staff are best-equipped to provide a high standard of service for a wide range of needs.</p>	<ul style="list-style-type: none"> - Health and Social Care website provides information on the challenges and needs of those with protected characteristics - Data on equality and all protected characteristics is shared and made available to the workforce - Data on equality and all protected characteristics is utilised when conducting needs assessments - All customer-facing staff are trained in the Teach-Back method. 	<p>Commissioning plan leads:</p> <p>Head of Health, Head of Social Policy</p>	<p>1, 2, 3, 4, 5, 6, 7, 8, 9</p>