

# **Aberdeen City Health and Social Care Partnership'**

## **Health Inequalities Impact Assessment (HIIA)**



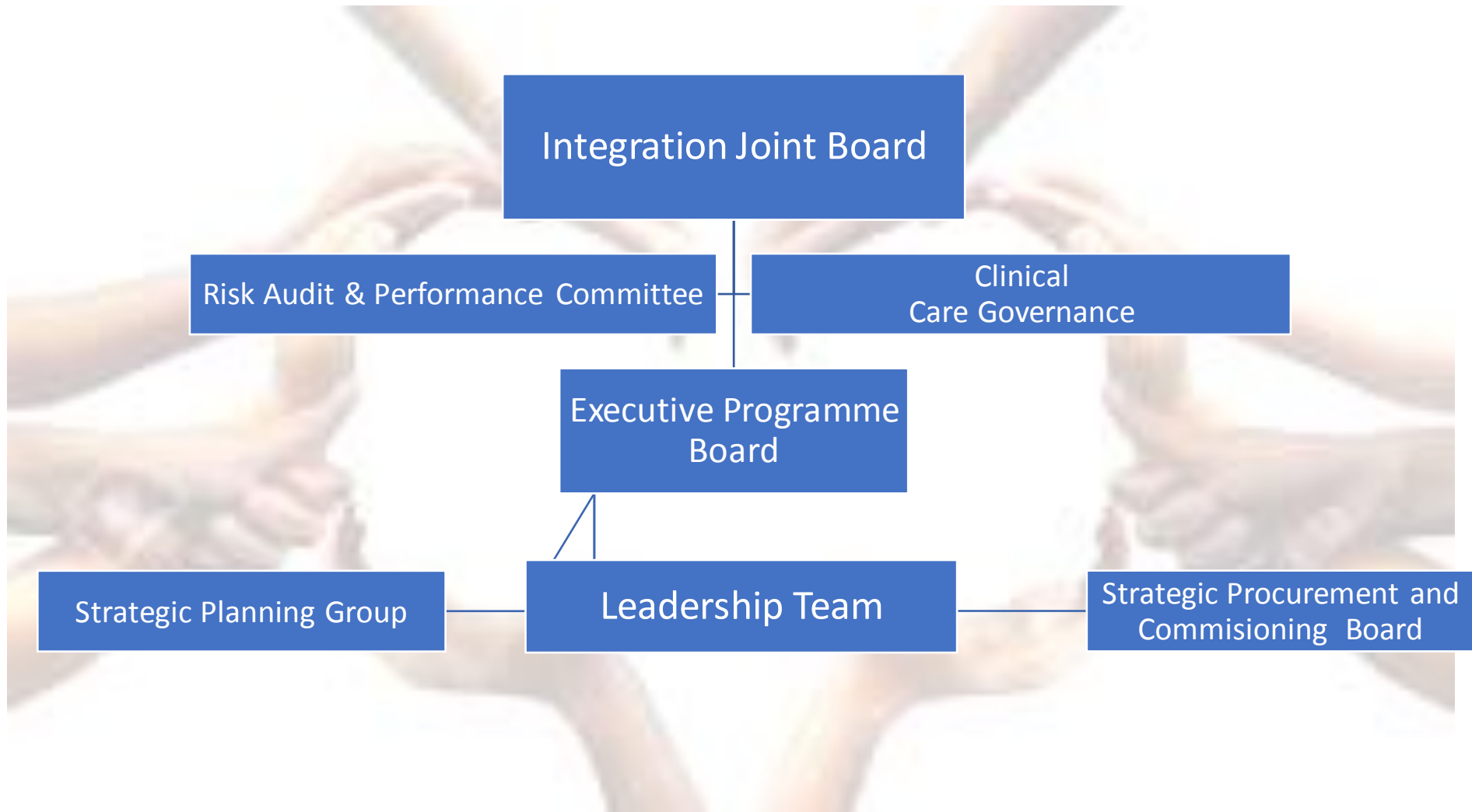
### **Governance Structure, HIIA sign off process and Performance Reporting Structure**

One of the Scottish Specific Public Sector Equality Duties requires the Partnership to review and assess policies and practices. The way in which service leads evidence their due regard to this duty is the undertaking and presentation of a Health Inequalities Impact Assessment with the associated report to the Partnership Executive Team, Leadership Teams, relevant boards and committees and the Joint Integration Board.

The general duty applies across a listed public authority's functions which means that the duty applies to:

- Policy making
- Service provision
- Employment matters
- Enforcement or statutory discretion and decision-making
- Procurement and the contracting out of services

## Governance Structure



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graph TD; ET[Executive Team] --- SML[Sandra MacLeod  
Chief Officer]; ET --- AS[Alex Stephen  
Deputy Chief Officer &  
Chief Finance Officer]; ET --- CH[Caroline Howarth  
Clinical Director]; SML --- SL[Service Leads]; AS --- SL; CH --- SL;
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Executive Team

Sandra MacLeod  
Chief Officer

Alex Stephen  
Deputy Chief Officer &  
Chief Finance Officer

Caroline Howarth  
Clinical Director

Service Leads

## HIIA sign off process

Once the Proportionality and Relevance stage of the HIIA Process has been completed, the Service Lead (see table below) accountable for signing off the HIIA for presentation with the report, will identify which member of their team, usually the report author, is responsible for ensuring a robust HIIA is undertaken and documented throughout the proposal development.

Service Leads	
Alastair Palin	Mental Health and Learning Disabilities (Medical Director)
Alison MacLeod	Strategy, Performance and Transformation
Anne McKenzie	Commissioning
Claire Nicholl	Unscheduled Care
Claire Wilson	Social Work
Emma King	Primary Care - GPs
Fiona Mitchelhill	Nursing - Community
Fiona Robertson	Nursing – Unscheduled Care
Graham Lawther	Communications
Jane Fletcher	Mental Health and Learning Disabilities (Inpatients, Specialist Services & CAMHS)
Jason Nicol	Specialist Older Adults and Rehabilitation Services
Vacant	Emergency Medicine
Judith McLennan	Medicine
June Barnard	Nursing - Medicine
Kay Dunne	Currently on Secondment
Kevin Dawson	Community Mental Health and Learning Disabilities
Vacant	Primary Care – Dentistry, Optometry, Pharmacy & Psychology
Lynn Morrison	Allied Health Professionals
Martin Allan	Business, Risk and Assurance
Sandy Reid	People and Organisation

## Performance Reporting Framework

Subject	Frequency	Reported to	Responsible Person
HIIA Recommendations	Quarterly	Equality and Human Rights Subgroup	Service Lead and DiversCity Officer
Progress against the Equality Outcomes and Mainstreaming Framework	Quarterly	Equality and Human Rights Subgroup	Service Lead and DiversCity Officer
Progress, risks, issues and challenges	6 monthly	Risk, Audit and Performance Committee	Equality and Human Rights Subgroup
Progress against the Equality Outcomes and Mainstreaming Framework	Annually	Integration Joint Board	Equality and Human Rights Subgroup
Progress against the Equality Outcomes and Mainstreaming Framework	Biannually	Scottish Parliament appointed Equality and Human Rights Regulator	Equality and Human Rights Subgroup