

Equality Impact Assessment Toolkit

(February 2022)

Section 1: Your details

EIA lead Officer: John Highton

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Head of Section: Nancy Clarkson

Chief Officer: Julie Webster

Directorate: Adult Social Care and Health

Date: 01/02/2022

Section 2: What Council proposal is being assessed?

Pharmaceutical Needs Assessment for Wirral (2022 - 2025) and public consultation process

This report provides the draft Pharmaceutical Needs Assessment for 2022 – 2025 for public consultation between April and June 2022, and ahead of signing off the final publication of a new Pharmaceutical Needs Assessment for Wirral on or before 30th September 2022.

A further report will be brought forward following the conclusion of the public consultation and for the sign-off the final Pharmaceutical Needs Assessment for 2022 – 2025 for Wirral that must be published on or before 30th September 2022.

Section 2a: Will this EIA be submitted to a Committee meeting?

Yes / **No** If 'yes' please state which meeting and what date

Health & Wellbeing Board

Hyperlink to where your EIA is/will be published on the Council's website

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

Section 3: Does the proposal have the potential to affect..... (please tick relevant boxes)

Yes - Communities

- Services**
- The workforce**
- Communities**
- Other** (please state e.g.: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 4: Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

Which group(s) of people could be affected	Potential positive or negative impact	Action required to mitigate any potential negative impact	Lead person	Timescale	Resource implications
Age, Disability, Race, and religion or belief	<p>Potential negative impact</p> <p>We recognise that some residents need information in alternate formats such as language or access to paper versions, to be</p>	<ul style="list-style-type: none"> • Review proposed consultation approach and questions at PNA Development Group with Communication Leads, Senior partner officers and Health watch Wirral • Develop co-produced approach through this review • Proactive in engaging with groups and venues in order to ensure that we have a wide and reflective selection of views. <p>Options to mitigate include:</p> <ul style="list-style-type: none"> • Survey last beyond statutory 60 days - to 67 days to account for Bank Holidays (proposed 4th April 2022 to Thursday 9th June 2022) 	John Highton and PNA Development Group	January to March 2022	Officer time, partner support

	<p>able to engage and contribute as others can</p>	<ul style="list-style-type: none"> • Utilise “Have your say “ as a Council platform and website for this widest engagement option. • Co-produce EasyRead version of key PNA Report headlines and Survey questions (posted to people with paid return envelope if requested) • Co-produce EasyRead version of survey questions (posted to people with paid return envelope if requested) • Produce and provide hard paper copy of survey questions upon request (posted to people with paid return envelope or accessible PDF) • Provide hard paper copies of report to view at 4 main Wirral Libraries (and options on how to access PNA survey) • Provide alternate language version of EasyRead key issues and survey questions (where person requesting provides adequate notice to procure this work before closure date of survey) • Partners to promote the alternate engagement routes - when informing their respective contact groups about the PNA survey • Created and supplied a general email address for those who wish to request information in different languages and formats • Communications approach - through Comms Leads at Wirral Council, Wirral CCG and HealthWatch Wirral that promotes PNA survey and alternate access to survey 			
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Section 4a: Where and how will the above actions be monitored?

Through a co-produced approach to this PNA consultation the pre-survey approach and post survey results will be considered at PNA Development Group with Communication Leads, Senior partner officers and HealthWatch Wirral present.

The group has met since September 2021 to review progress to the development of the PNA and engagement processes.

The results of the surveys are reported to the group and will form a point of discussion for future learning and if issues arise during the survey timeframe.

Meetings with lead officer for EIA within Wirral Council will be held pre and post process with continued discussions on approach and content then approaches to maximise benefits and minimise any potential negative impacts.

This is a developing proposal and the EIA may be reviewed and amended.

Section 4b: If you think there is no negative impact, what is your reasoning behind this?

N/A

Section 5: What research / data / information have you used in support of this process?

Update post process to be added to revised EIA

Section 6: Are you intending to carry out any consultation with regard to this Council proposal?

Yes

If 'yes', please continue to section 7.

If 'no' please state your reason(s) why:

(Please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 7: How will consultation take place and by when?

The mandatory public consultation on Wirral's Pharmaceutical Needs Assessment (2022-2025) will be hosted on Wirral Council's 'Have Your Say' platform.

The platform will host the 5 key questions about the public views on the final draft of the PNA prior to its publication on or before 30th September 2022.

Pre-survey meetings with PNA Development Group of partners and Healthwatch Wirral were held in order to inform process and content with adaptations made where necessary to mitigate any potential impacts and widen access where possible.

Agreement to report an Easy Read summary of results for the overall engagement report when submitted to HWBB.

Also, the results will be shared with specific groups who contributed to the survey (request of Healthwatch Wirral).

Before you complete your consultation, please email your preliminary EIA to engage@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing.

Section 8: Have you remembered to:

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (Section 4)
- c) **Send this EIA to engage@wirral.gov.uk via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to engage@wirral.gov.uk via your Chief Officer for re-publishing?**