



Equality Impact Assessment

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of the Integration Joint Board (Orkney Health and Social Care Partnership) by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy, or plan by anticipating the consequences, and making sure that any negative impacts are eliminated, or minimised, and positive impacts are maximised.

1. Identification of Function, Policy or Plan	
Name of function / policy / plan to be assessed.	Freedom of Information Policy and Publication Scheme.
Service / service area responsible.	All services.
Name of person carrying out the assessment and contact details.	Shaun Hourston-Wells, telephone: 01856873535 extension 2414.
Date of assessment.	21 October 2025.
Is the function / policy / plan new or existing? (Please indicate also if the service is to be deleted, reduced, or changed significantly).	<p>The Freedom of Information (Scotland) Act 2002 requires public bodies to make information publicly available.</p> <p>Guidance associated with the Act indicates that public bodies should maintain a Freedom of Information Policy, along with the associated Publication Scheme.</p> <p>This is the fourth iteration of both documents.</p>

2. Initial Screening	
What are the intended outcomes of the function / policy / plan?	The Freedom of Information Policy and associated Publication Scheme articulate the Integration Joint Board's commitments and procedures that support any Freedom of Information requests, as well as informing the public as to what information may be held by the Integration Joint Board.
State who is, or may be affected by this function /	Any member of the public.

policy / plan, and how.	
Is the function / policy / plan strategically important?	No.
How have stakeholders been involved in the development of this function / policy / plan?	Both the Freedom of Information Policy and the associated Publication Scheme are intended to provide information to the public and, as such, consultation and engagement with the public during the updating of these documents was not appropriate. However, should subsequent enquiries reveal that any aspect of the published documents is unclear, changes to the documents will be considered.
Is there any existing data and / or research relating to equalities issues in this policy area? Please summarise. E.g. consultations, national surveys, performance data, complaints, service user feedback, academic / consultants' reports, benchmarking (see equalities resources on OIC information portal).	No.
Is there any existing evidence relating to socio-economic disadvantage and inequalities of outcome in this policy area? Please summarise. E.g. For people living in poverty or for people of low income. See The Fairer Scotland Duty Interim Guidance for Public Bodies for further information.	No.
Could the function / policy have a differential impact on any of the following equality strands?	(Please provide any evidence – positive impacts / benefits, negative impacts, and reasons).
1. Race: this includes ethnic or national groups, colour and nationality.	No
2. Sex: a man or a woman.	No.
3. Sexual Orientation: whether a person's sexual attraction is	No.

towards their own sex, the opposite sex or to both sexes.	
4. Gender Reassignment: the process of transitioning from one gender to another.	No.
5. Pregnancy and maternity.	No.
6. Age: people of different ages.	No.
7. Religion or beliefs or none (atheists).	No.
8. Caring responsibilities.	No.
9. Care experienced.	No.
10. Marriage and Civil Partnerships.	No.
11. Disability: people with disabilities (whether registered or not).	No.
12. Socio-economic disadvantage.	No.

3. Impact Assessment

Does the analysis above identify any differential impacts which need to be addressed?	No.
How could you minimise or remove any potential negative impacts?	No negative differential impacts have been identified.
Do you have enough information to make a judgement? If no, what information do you require?	Yes.

4. Conclusions and Planned Action

Is further work required?	No.
What action is to be taken?	Not applicable.
Who will undertake it?	Not applicable.
When will it be done?	Not applicable.

How will it be monitored? (e.g. through service plans).	Not applicable.
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Signature:



Date: 21 October 2025.

Name: Shaun Hourston-Wells.

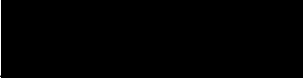
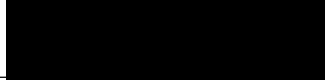
Island Communities Impact Assessment

The purpose of an Island Communities Impact Assessment (ICIA) is to improve the work of the Integration Joint Board by making sure it considers whether the impact of any policy, strategy or service on an island community is likely to be significantly differently from its effect on other communities (including other island communities).

PRELIMINARY CONSIDERATIONS	Responses
Please provide a brief description or summary of the policy, strategy, or service under review for the purposes of this assessment.	This is a review of the Freedom of Information Policy and Publication Scheme.
STEP 1 - Develop a clear understanding of your objectives	Responses
What are the objectives of the policy, strategy, or service?	It is a requirement of the IJB to publish a Freedom of Information Policy and a Publication Scheme, which should be reviewed periodically.
Do you need to consult?	No.
How are islands identified for the purpose of the policy, strategy, or service?	The totality of Orkney and its islands.
What are the intended impacts/outcomes and how do these potentially differ in the islands?	<p>The Freedom of Information (Scotland) Act 2002 (the Act) requires public bodies in Scotland to make information publicly available.</p> <p>The Act aims to increase openness and accountability in government and across the public sector by making sure that people have the right to access information held by Scottish public authorities.</p> <p>There are no anticipated impacts or outcomes that differ across Orkney.</p>
Is the policy, strategy, or service new?	No. This is the fourth iteration of both documents.
STEP 2 - Gather your data and identify your stakeholders	Responses
What data is available about the current situation in the islands?	There is no data available specific to the islands.

Do you need to consult?	No.
How does any existing data differ between islands?	N/A.
Are there any existing design features or mitigations in place?	No. There are no anticipated impacts or outcomes that differ across Orkney.
STEP 3 - Consultation	Responses
Who do you need to consult with?	N/A.
How will you carry out your consultation and in what timescales?	N/A.
What questions will you ask when considering how to address island realities?	N/A.
What information has already been gathered through consultations and what concerns have been raised previously by island communities?	N/A.
Is your consultation robust and meaningful and sufficient to comply with the Section 7 duty?	N/A.
STEP 4 – Assessment	Responses
Does your assessment identify any unique impacts on island communities?	No.
Does your assessment identify any potential barriers or wider impacts?	No.
How will you address these?	N/A.
<p>You must now determine whether, in your opinion your policy, strategy, or service is likely to have an effect on an island community that is significantly different from its effect on other communities (including other island communities).</p> <p>If your answer is NO to the above question, a full ICIA will NOT be required, and <u>you can proceed to Step SIX.</u> If the answer is YES, an ICIA must be prepared, and <u>you should proceed to Step FIVE.</u></p> <p>To form your opinion, the following questions should be considered:</p> <ul style="list-style-type: none"> • Does the evidence show different circumstances or different expectations or needs, or different experiences or outcomes (such as different levels of satisfaction, or different rates of participation)? • Are these different effects likely? • Are these effects significantly different? • Could the effect amount to a disadvantage for an island community when compared to other islands in Orkney (especially the Mainland)? 	

STEP 5 – Preparing your ICIA	Responses
In Step Five, you should describe the likely significantly different effect of the policy, strategy, or service:	
Assess the extent to which you consider that the policy, strategy, or service can be developed or delivered in such a manner as to improve or mitigate, for island communities, the outcomes resulting from it.	
Consider alternative delivery mechanisms and whether further consultation is required.	
Describe how these alternative delivery mechanisms will improve or mitigate outcomes for island communities.	
Identify resources required to improve or mitigate outcomes for island communities.	
STEP 6 - Making adjustments to your work	Responses
Should delivery mechanisms/mitigations vary in different communities?	No.
Do you need to consult with island communities in respect of mechanisms or mitigations?	No.
Have island circumstances been factored into the evaluation process?	No. There are no anticipated impacts or outcomes that differ across Orkney.
Have any island-specific indicators/targets been identified that require monitoring?	No.
How will outcomes be measured on the islands?	N/A.
How has the policy, strategy, or service affected island communities?	There are no anticipated impacts or outcomes that differ across Orkney.
How will lessons learned in this ICIA inform future policy making and service delivery?	There are no explicit lessons learned in respect of this Policy.
STEP 7 - Publishing your ICIA	Responses
Have you presented your ICIA in Easy-Read Format?	No.
Does your ICIA need to be prepared in Gaelic, or any other language?	No.

Where will you publish your ICIA, and will relevant stakeholders be able to easily access it?	The ICIA will be published alongside the relevant IJB report.
ICIA completed by:	Shaun Hourston-Wells.
Position:	Policy and Performance Manager.
Signature:	
Date complete:	21 October 2025.
Who will sign-off your final ICIA and why?	Stephen Brown. Chief Officer has responsibility for all delegated health and social care services.
Signature:	
Date approved:	10 November 2025.