


EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

Name of 'proposal' and how has it been implemented (proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)	DAAT Commissioning Intentions
Directorate / Service	CLC, Safer Communities, DAAT
Lead Officer	Rachael Sadegh, DAAT Coordinator
Signed Off By (inc date)	Andy Bamber
Summary – to be completed at the end of completing the QA (using Appendix A) (Please provide a summary of the findings of the Quality Assurance checklist. What has happened as a result of the QA? For example, based on the QA a Full EA will be undertaken or, based on the QA a Full EA will not be undertaken as due regard to the nine protected groups is embedded in the proposal and the proposal has low relevance to equalities)	<p>Example</p> <p> Proceed with implementation</p> <p>As a result of performing the QA checklist, this report does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p> <p>After a proposed model for procurement is agreed, further consultation will take place and an Equality Analysis will be attached to a report regarding DAAT re-procurement.</p>

Stage	Checklist Area / Question	Yes / No / Unsure	Comment (If the answer is no/unsure, please ask the question to the SPP Service Manager or nominated equality lead to clarify)
1	Overview of Proposal		

a	Are the outcomes of the proposals clear?	Yes	The report seeks the approval of MAB to endorse the approach set out regarding the re-procurement of all substance misuse treatment provision. The report asks for MAB to consider the recommendation made by the DAAT Board regarding Option 3 and indicate a MAB preferred option.
b	Is it clear who will be or is likely to be affected by what is being proposed (inc service users and staff)? Is there information about the equality profile of those affected?	Yes	The report asks for MAB to consider the recommendation made by the DAAT Board regarding Option 3 and indicate a MAB preferred option. The indication of a preferred option will inform the re-procurement process, which will include stakeholder consultation. Further equalities consideration will take place during the development of the re-procurement process.
2	Monitoring / Collecting Evidence / Data and Consultation		
a	Is there reliable qualitative and quantitative data to support claims made about impacts?	N/A	The report asks for MAB to consider the recommendation made by the DAAT Board regarding Option 3 and indicate a MAB preferred option. Further equalities consideration will take place during the development of the re-procurement process.
	Is there sufficient evidence of local/regional/national research that can inform the analysis?	Yes	The service has data on the current service users' equalities data (all 9 protected characteristics). The planned consultation will provide further equalities data of stakeholders.
b	Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?	Yes	There has been extensive consultation undertaken regarding treatment provision in the Borough with commissioners, providers, service users and other stakeholders. When a proposed model for procurement is agreed, there will be further consultation and equality assessment.
c	Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?	Yes	When a proposed model for procurement is agreed, there will be further consultation and equality assessment.
3	Assessing Impact and Analysis		
a	Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact	N/A	When a proposed model for procurement is agreed, there will be further consultation and equality assessment.

	amongst the nine protected characteristics?		
b	Is there a clear understanding of the way in which proposals applied in the same way can have unequal impact on different groups?	Yes	The service is aware that a number of groups require the service, in addition to the groups that have been successfully engaged. A more flexible approach, which may be achieved by re-procurement, may respond to the needs of the emerging groups.
4	Mitigation and Improvement Action Plan		
a	Is there an agreed action plan?	N/A	A procurement project timetable is attached to the report (Appendix 2). MAB is requested to note the timescale.
b	Have alternative options been explored	Yes	The report includes 4 options. Option 3 was unanimously recommended by the DAAT Board.
5	Quality Assurance and Monitoring		
a	Are there arrangements in place to review or audit the implementation of the proposal?	Yes	After a proposed model for procurement is agreed, re-procurement will be overseen by competition Board and the DAAT Board. The procurement project timetable (Appendix 2) identifies the re-procurement process.
b	Is it clear how the progress will be monitored to track impact across the protected characteristics??	Yes	A procurement project timetable is attached to the report (Appendix 2).
6	Reporting Outcomes and Action Plan		
a	Does the executive summary contain sufficient information on the key findings arising from the assessment?	N/A	