


## EQUALITY ANALYSIS QUALITY ASSURANCE CHECKLIST

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|---|--|
| <b>Name of 'proposal' and how has it been implemented</b><br>(proposal can be a policy, service, function, strategy, project, procedure, restructure/savings proposal)  | <b>Extension of contracts with Drug and alcohol service providers</b>  |
| <b>Directorate / Service</b>  | <b>CLC, Safer Communities, DAAT</b>  |
| <b>Lead Officer</b>   | <b>Rachael Sadegh, DAAT - Coordinator</b>  |
| <b>Signed Off By (inc date)</b>   | <b>Andy Bamber, Service Head, Safer Communities</b>  |
| <b>Summary – to be completed at the end of completing the QA (using Appendix A)</b><br><br>The findings of the Quality Assurance checklist are that 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. | <b>Example</b><br><br> <b>Proceed with implementation</b><br><br>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. |


| 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)                               |
|----------|--|-------------------|--|
| <b>1</b> | <b>Overview of Proposal</b>              |                   |  |
| a        | Are the outcomes of the proposals clear? | Yes               | The report seeks Mayoral approval to endorse the approach set out regarding the contract extension with Substance Misuse treatment providers in the borough. |


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| 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 service users and residents will continue to benefit from current services. The proposed extension of contracts with treatment providers will allow the continuation of drug and alcohol services, providing much needed services for a vulnerable population cohort in the borough.<br>The extension will also allow the continuation of the ongoing re-procurement process. |
| <b>2</b> | <b>Monitoring / Collecting Evidence / Data and Consultation</b>   |     |   |
| a        | Is there reliable qualitative and quantitative data to support claims made about impacts?   | Yes | There is a wealth of data including 9 protected characteristics of clients in treatment to inform service delivery. Vast quantitative and qualitative information are available in the substance misuse needs assessment. Quarterly contract monitoring with services is in place.  |
|          | Is there sufficient evidence of local/regional/national research that can inform the analysis?  | Yes | The most recent Substance Misuse needs assessment included comparative analysis. Regional and national analysis conducted by Public Health England is also available and informs service delivery.<br>The TH Partnership is measuring performance in relation to other comparable areas and the national average.   |
| b        | Has a reasonable attempt been made to ensure relevant knowledge and expertise (people, teams and partners) have been involved in the analysis?                                  | Yes | Available data used in Needs assessment and Quarterly contract monitoring is discussed with services and DAAT Board.  |
| c        | Is there clear evidence of consultation with stakeholders and users from groups affected by the proposal?   | n/a | Stakeholders and service users were involved in the initial needs assessment. The outcome was to re-procure the current treatment system and deliver a more recovery focused system.  |
| <b>3</b> | <b>Assessing Impact and Analysis</b>  |     |   |
| a        | Are there clear links between the sources of evidence (information, data etc) and the interpretation of impact amongst the nine protected characteristics?                      | Yes | The analysis of treatment population data informs strategic direction of service delivery.  |
| 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 | Treatment providers have clear understanding of the impact of their services on different groups in treatment.  |
| <b>4</b> | <b>Mitigation and Improvement Action Plan</b>   |     |   |

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| a        | Is there an agreed action plan?  | Yes | A timetable is attached to the main paper explaining how the contract extension will relate to re-procurement exercise.  |
| b        | Have alternative options been explored   | Yes | There is only one viable option which ensures that drug and alcohol services in the borough are delivered.<br>Terminating contracts and withdrawing services in Tower Hamlets would impact greatly on a vulnerable treatment population with wider implications for public health and the safety of local communities.<br>The successful re-procurement of substance misuse services requires the extension of current contracts with providers. |
| <b>5</b> | <b>Quality Assurance and Monitoring</b>  |     |  |
| a        | Are there arrangements in place to review or audit the implementation of the proposal?                     | Yes | Quarterly monitoring of treatment providers is in place to ensure delivery of contractual obligations and high treatment standards. DAAT Board oversees performance of the treatment system in Tower Hamlets.  |
| b        | Is it clear how the progress will be monitored to track impact across the protected characteristics??      | Yes | Monitoring of treatment providers and performance reporting to DAAT Board will continue quarterly.   |
| <b>6</b> | <b>Reporting Outcomes and Action Plan</b>  |     |  |
| a        | Does the executive summary contain sufficient information on the key findings arising from the assessment? | Yes | See summary  |

## Appendix A

### (Sample) Equality Assessment Criteria

| Decision  | Action                                 | Risk  |
|---|--|---|
| As a result of performing the QA checklist, it is evident that due regard is not evidenced in the proposal and / or a risk of discrimination exists | <b>Suspend – Further Work Required</b> | <b>Red</b><br> |

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| <p>(direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. It is recommended that the proposal be suspended until further work or analysis is performed – via a the Full Equality Analysis template</p> |   |  |
| <p>As a result of performing the QA checklist, the policy, project or function 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><b>Proceed with implementation</b></p> | <p><b>Green:</b></p>  |