

# 1. Decide whether a full equality analysis is needed

## 1.1 What are you analysing?

Question	Guidance	Answer
What is the name of your change or review?	The change or review may involve <ul style="list-style-type: none"> <li>o policies, strategies and frameworks</li> <li>o budgets</li> <li>o plans, projects and programmes</li> <li>o staff structures (including outsourcing)</li> <li>o the use of buildings</li> <li>o commissioning (including re-commissioning and de-commissioning)</li> <li>o services (for example, how and where they are delivered )</li> <li>o processes (for example thresholds, eligibility, entitlements, and access criteria)</li> </ul>	The establishment of an Integrated Commissioning Unit for Health and Social Care
Why are you doing this?	For example, we are considering cutting a service.	To achieve better outcomes for, and with, people who require support from health and social care services
What is likely to be different when you have finished?		The involvement of all staff from the CCG and Council involved in commissioning adult health and social care services, and some childrens services, working together in an fully integrated way, accountable to both organisations, but through one Joint Director.
What will be the main outcomes or benefits from making this change?		Better outcomes for, and with, people who need support from health and social care services. Greater efficiency in the use of diminishing resources within the health and social care economy Increased choice for service users / patients and increased competition to improve quality, cost effectiveness and innovation. Increased service user involvement Increased promotion of independence, community resilience and preventative solutions.

What stage is your change at now?	See appendix one for the main stages at which equality analyses need to be started or updated. In many instances, an equality assessment will be started when a report is being written for a committee. If that report recommends that a project or programme takes place, the same equality assessment can be updated to track equality impacts as it progresses. If the project or programme include commissioning or de-commissioning, the same equality assessment can be updated again.	Report scheduled for consideration at July Cabinet
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**An equality analysis must be completed before any decisions are made. If you are not at the beginning stage of your decision making process, you must inform your director that you have not yet completed an equality analysis.**

## 1.2 Who could be affected and how?

Question	Guidance	Answer
Who are your internal stakeholders?	For example, groups of council staff, members	Staff from the Adult Care Commissioning division in DASHH involved in the commissioning of social care services, contract monitoring and review. Other staff in DASHH, particularly those from the Personal Support Division
Who are your external stakeholders?	For example, groups of service users, service providers, trade unions, community groups and the wider community?	CCG, independent sector providers of health and social care services, service users, carers and the organisations that represent them.
Does your proposed change relate to a service area where there are known or potential equalities issues?	Please answer either "Yes", "Don't know" or "No" and give a brief reason for your response. If you don't know, you may be able to find out on the Croydon Observatory ( <a href="http://www.croydonobservatory.org/">http://www.croydonobservatory.org/</a> )	Yes. The CCG and the Council currently commission services to provide support to people from across nthe whole range of protected characteristics. The aim is to improve this support through an integrated approach to commissioning

Does your proposed change relate to a service area where there are already local or national equality indicators?	You can find out from the Equality Strategy ( <a href="http://intranet.croydon.net/corpdept/equalities-cohesion/equalities/docs/equalitiesstrategy12-16.pdf">http://intranet.croydon.net/corpdept/equalities-cohesion/equalities/docs/equalitiesstrategy12-16.pdf</a> ). Please answer either "Yes", "Don't know" or "No" and give a brief reason for your response	Yes. See 14 above.
Would your proposed change affect any protected groups more significantly than non-protected groups?	Please answer either "Yes", "Don't know" or "No" and give a brief reason for your response. For a list of protected groups, see Appendix Two.	No. It is anticipated that all protected groups will benefit from a more complementary and integrated approach to the commissioning of health and social care services. It is also anticipated that this will have benefits for the whole community due to the emphasis on prevention.
Would your proposed change help or hinder the council in eliminating unlawful discrimination, harassment and victimisation in relation to any of the protected groups?	Please answer either "Yes", "Don't know" or "No" and give a brief reason for your response	Yes. Some of the services commissioned are specifically to support the most vulnerable members of the community who experience discrimination due to disability, gender or age, while all of the services commissioned are expected to be responsive to needs arising from all of the protected characteristics.
Would your proposed change help or hinder the council in advancing equality of opportunity between people who belong to any protected groups and those who do not?	Please answer either "Yes", "Don't know" or "No" and give a brief reason for your response	Yes. See 17 above.
Would your proposed change help or hinder the council in fostering good relations between people who belong to any protected groups and those who do not?	Please answer either "Yes", "Don't know" or "No" and give a brief reason for your response	Yes. Commissioning strategies seek to promote the interests of people from protected groups as fully inclusive members of the local community.

### 1.3 Decision

If you answer "yes" or "don't know" to ANY of the questions in section 1.2, you should undertake a full equality analysis. This is because either you already know that your change or review could have a different/significant impact on protected groups (compared to non-protected groups) or because you don't know whether it will (and it might).

Decision	Guidance	Response
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No, further equality analysis is not required	Please state why not and outline the information that you used to make this decision. Statements such as 'no relevance to equality' (without any supporting information) or 'no information is available', could leave the council vulnerable to legal challenge. <b>You must include this statement in any report used in decision making, such as a Cabinet report</b>	
Yes, further equality analysis is required	Please state why and outline the information that you used to make this decision. Also indicate - when you expect to start your full equality analysis - the deadline by which it needs to be completed (for example, the date of submission to Cabinet). - where and when you expect to publish this analysis (for example, on the council website). <b>You must include this statement in any report used in decision making, such as a Cabinet report.</b>	Yes.
Officers that must approve this decision	Name and position	Date
Report author		
Director		
Please email this completed form to <a href="mailto:data.equalities@croydon.gov.uk">data.equalities@croydon.gov.uk</a> , together with an email trail showing that the your director has approved it.		
<b>1.4 Feedback from the corporate equalities team</b>		
Name of equalities officer		
Date received by equalities officer	Please send an acknowledgement	
Should a full equality analysis be carried out?	Note the reasons for your decision	
Please send this document to - the person responsible for making the decision - democratic services, the corporate programme office or procurement as appropriate in time for the relevant decision making meeting		