

APPENDIX E:

CCG Equality Impact Analysis – The EIA Form

What's it about?

Together with our health and care partners in Gloucestershire, Gloucestershire Clinical Commissioning Group (GCCG) is hosting an 8 week engagement exercise with staff, service users, carers and the public on how to tackle the challenges of the future. The engagement takes place from 2 January to 28 February 2014.

Using a set of open questions, we are inviting people to give their views on what should be done to meet the challenges. Feedback will be used to help develop commissioning plans in the Spring. An Outcome of Engagement Report will be presented to a public meeting of the GCCG Governing Body on 13 March 2014.

GCCG has paid due regards to the duties set out in the Equality Act 2010 and the Disability Discrimination Act 1995. NHS Commissioners and providers are subject to the general equality duty set out in the Equality Act 2010. In summary, those subject to the equality duty must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The engagement activities have been designed to ensure as wide a representation of views from local residents as possible, targeting those frequently referred to as 'seldom heard' and those with protected characteristics.

What is the proposal? What outcomes/benefits are you hoping to achieve?

Called 'Joining up your Care', the initiative sets out major issues such as an ageing society, more people living with complex illness and long term conditions, increasing demand for services and limited money available.

We believe that the NHS and care services are at a major crossroads both in Gloucestershire and across the country and we want to go down a road which leads to a sustainable future.

To do this, we need to move forward with a truly shared vision of what good joined up care and support looks like. We will use this conversation with staff, community leaders, service users, carers and the public to help develop commissioning plans that are right for the future and affordable.

The material to support the engagement exercise outlines ideas for:

- prevention and self-care
 - developing community services and support and;
 - joining up services
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Who's it for?

All residents registered with Gloucestershire general practices.

How will this proposal meet the equality duties?

Equality, diversity, Human Rights and inclusion are at the heart of delivering personal, fair and diverse health and social care services. All commissioners and providers of health and social care services have legal obligations under equality legislation to ensure that people with one or more protected characteristics are not barred from access to services and decision making processes.

As mentioned above, the engagement exercise is open to all residents registered with general practices in Gloucestershire and activities have been designed to facilitate feedback from as wide a cross-section of the local community as possible.

The Equality Act identifies and defines nine separate characteristics that are to be protected from all forms of discrimination: Race, Disability, Religion or Belief, Sex, Sexual Orientation and Age, Marriage and Civil Partnership status, Gender Reassignment (transgender) and Pregnancy and Maternity.

Summary of planned Engagement Activities:

- GCCG has a stakeholder database with approximately 1200 individuals and groups identified. Amongst the 1200 contacts are representatives from across all communities in Gloucestershire and a good range of protected characteristics e.g. Churches Together, maternity service liaison committee, Village and Community Agents, elected representatives. Those on the database have been invited to attend engagement events (7 in total across the 7 GCCG Localities). These events, hosted by GCCG, have been arranged for different days of the week and different times of day. All venues are Disability Discrimination Act 1995 compliant in terms of access.
 - Public Drop In events have been arranged across all Districts in the county, targeting venues and events attended by a wide range of local residents. These include: shopping centres, supermarkets, car boot sales, farmers markets, sporting fixtures and leisure centres. The Public Drop Ins are either static displays in doors, or are held on the GCCG Information Bus. The Information Bus is DDA compliant, with a wheelchair ramp or stairs with handrails to facilitate access. A local disability group will be using one of the Information Bus Public Drop Ins to raise awareness of their service in Cheltenham.
 - Printed materials. Printed materials (including freepost survey) are distributed to a wide range of outlets such as GP surgeries, hospitals, libraries, council offices and pharmacies. All engagement materials are available on request in any format. Details of how to obtain the information other formats are included in the standard version of the materials. The GCCG PALS staff are the point of contact for such requests.
 - On line materials. All engagement material (including online survey) are available on line at the GCCG website in order to maximise access.
 - Local media advertising through a wide range of media outlets including GM Radio targeting Afro-Caribbean and Asian listeners.
 - Targeted events. A range of targeted events have been incorporated into the engagement activities. These include: Volunteer surveyors collecting views from a wide range of community members ; male & female , different ages and ethnic backgrounds etc. Volunteers will target the following communities / client groups (volunteers with good linguistic skills will be recruited from the relevant communities to carry out the
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surveys): Eastern European : Polish & Czech Roma, Chinese : Cantonese & mandarin speaking, African Caribbean, South Asian communities : Indian , Bengali and Afghan, Friendship Café : Young people's service : Gymnasium users : diverse membership : African , White English , E European . GCCG representatives will be attending an event at Imjin Barrackst (targeting families of military personnel attached to the NATO Allied Rapid Reaction Corps), Hempstead car boot sale (targeting Eastern European communities) and various youth forum meetings. A Transgender listening event is also being arranged.

What are the barriers to meeting this potential?

The barriers are to accessing and contributing to the engagement. The engagement activities described above are intended to mitigate this.

2 Who is using it?

NHS funded services are used by, or are available to, all residents registered with Gloucestershire general practices.

What data/evidence do you have about who is or could be affected (e.g. equality monitoring, customer feedback, current service use, national/regional/local trends)?

Performance and activity information is collected in relation to all contracts with providers of NHS contracts. Due regard is given to Equality Act and Disability Discrimination Act duties in contracts. Patient and public feedback is encouraged and information about how to complain or make comments is made available to the public through a variety of means.

How can you involve your customers in developing the proposal?

See above

Who is missing? Do you need to fill any gaps in your data? (pause EIA if necessary)

See above

3 Impact

a) Create an adverse impact which may affect some groups or individuals. Is it clear what this is? How can this be mitigated or justified?

It is considered that there is no negative impact on any one group (protected characteristics) resulting from the planned activities supporting the engagement exercise (see above). The first month's engagement activities will be reviewed at the end of week 4 of the engagement period to identify whether additional activities are required.

What can be done to change this impact?

Actions will be identified following the 4 week review of the first month's engagement activity.

b) Create benefit for a particular group. Is it clear what this is? Can you maximise the benefits for other groups?

n/a

Does further consultation need to be done? How will assumptions made in this Analysis be tested?

Further consultation may be required as proposals for service changes come forward later in the year.

4 So what?

What changes have you made in the course of this EIA?

Preparing for completion of the EIA, informed the development of the plans for engagement. It supported the identification of opportunities to engage with groups frequently referred to as 'seldom heard' and those with protected characteristics.

What will you do now and what will be included in future planning?

The Outcome of Engagement Report will inform the GCCG 5 year plans.

When will this be reviewed?

The engagement activities will be reviewed at the end of the engagement period and reported in public to the GCCG Governing Body in March 2014 through and Outcome of Engagement Report. This report will be published on the GCCG website and discussed with the Gloucestershire Health and Care Overview and Scrutiny Committee.

How will success be measured?

The Outcome of Engagement Report will be discussed in public by the GCCG Governing Body in March 2014 and the Gloucestershire Health and Care Overview and Scrutiny Committee (HCOSC). If HCOSC are dissatisfied with the engagement activity Members have an option to refer to Council Cabinet for consideration for referral for Judicial Review. If HCOSC are satisfied with the engagement, this can be considered to be 'success'.

For the record

Name of person leading this EIA

Becky Parish, Associate Director, Patient and Public Engagement, GCCG

Date completed

30 January 2013

Names of people involved in consideration of impact

Caroline Smith, Head of Patient and Public Engagement, GCCG

Name of director signing EIA

Date signed

Marion Andrews-Evans, Director Nursing and Quality, GCCG

30 January 2013

For becky for later:

For the GCCG website

EIA form V3 August 2013 An Equality Impact Analysis (EIA) has been completed. No adverse impact or other significant issues were found. A copy of the EIA is attached at Appendix [can be found at.....]

Draft For reports

1. An Equality Impact Analysis has been completed. Adverse impacts were identified and have been justified/ mitigated in the following ways:

- Age, gender, marriage/CP, maternity – no adverse impact identified.**
- Race – potential impact – BME user numbers do not reflect what we would reasonably expect from the population profile. Further work to be undertaken to establish reasons and any necessary mitigation.**
- Disability – direct impact – service delivered from an inaccessible building. Current work ongoing with landlord to ensure improved access. Timeline for works agreed. Alternative venues being considered should it be necessary.**
- Religion – we have limited local or service use information here, though believe the service is designed to be accessible to people of any faith, and do not believe there is an adverse impact. A question on access and religion will be included in the next satisfaction survey.**
- Sexual Orientation – we have no local or service use information here and are not currently aware of any potential adverse impact. To check this we have planned a brief consultation with local LGBT user groups and will include a question on sexual orientation and access in the next user satisfaction survey.**
- Economic status – no adverse impact.**

A copy of the EIA with more detailed information can be found at xxxx