NHS
Rotherham
Clinical Commissioning Group

Equality Impact Assessment

Title of policy or service:	Procurement and Commissioning Policy	
Name and role of officer/s completing the assessment:	Alison Hague, Corporate Services Manager	
Date of assessment:	9th January 2018	
Type of EIA completed:	**Initial EIA 'Screening'** ☒ ***or*** **'Full' EIA process** ☐	*(select one option - see page 4 for guidance)*

1. Outline	
Give a brief summary of your policy or service • Aims • Objectives • Links to other policies, including partners, national or regional	The aim of the policy is to provide an overview of how the CCG will operate and the ethos that will be applied to all procurement activity whilst ensuring compliance with statutory procurement guidelines. The also provides advice and guidance for all staff working within the CCG who procure any goods or services by setting out the procurement principles, rules and methods that the CCG will work within. NHS Rotherham CCG will comply with procurement and competition law.

Identifying impact:

- **Positive Impact:** will actively promote or improve equality of opportunity;
- **Neutral Impact:** where there are no notable consequences for any group;
- **Negative Impact:** negative or adverse impact causes disadvantage or exclusion. If such an impact is identified, the EIA should ensure, that as far as possible, it is either justified, eliminated, minimised or counter balanced by other measures. This may result in a 'full' EIA process.

2. Gathering of Information

This is the core of the analysis; what information do you have that might *impact on protected groups, with consideration of the General Equality Duty*.

(Please complete each area)	What key impact have you identified?			For impact identified (either positive and or negative) give details below:	
	Positive Impact	Neutral impact	Negative impact	How does this impact and what action, if any, do you need to take to address these issues?	What difference will this make?
Human rights	☒	☐	☐		
Age	☒	☐	☐		
Carers	☒	☐	☐		
Disability	☒	☐	☐		
Sex	☒	☐	☐		
Race	☒	☐	☐		
Religion or belief	☒	☐	☐		
Sexual orientation	☒	☐	☐		
Gender reassignment	☒	☐	☐		
Pregnancy and maternity	☒	☐	☐		
Marriage and civil partnership (only eliminating discrimination)	☒	☐	☐		
Other relevant groups	☒	☐	☐		
HR Policies only: Part or Fixed term staff	☒	☐	☐		

IMPORTANT NOTE: *If any of the above results in '**negative'** impact, a 'full' EIA which covers a more in depth analysis on areas/groups impacted must be considered and may need to be carried out.*

Having detailed the actions you need to take please transfer them to onto the action plan below.

3. Action plan				
Issues/impact identified	**Actions required**	**How will you measure impact/progress**	**Timescale**	**Officer responsible**

4. Monitoring, Review and Publication				
When will the proposal be reviewed and by whom?	**Lead / Reviewing Officer:**	**January 2020**	**Date of next Review:**	**January 2020**

Once completed, this form **must** be emailed to Alison Hague, Corporate Services Manager for sign off:

Alison.hague@rotherhamccg.nhs.uk

Alison Hague signature:	A Hague