

## Appendix 2

### Equality, Diversity, Cohesion and Integration Screening



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

<b>Directorate: Adult Social Care</b>	<b>Service area: Commissioning</b>
<b>Lead person: Mick Ward</b>	<b>Contact number: 0113 247 4567</b>

**1. Title:**  
**Alzheimer's Society contract waiver 2014/16**

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

**2. Please provide a brief description of what you are screening**

The assessment is required to screen the Delegated Decision Report submitted for approval 6<sup>th</sup> March 2014. This report is to request waiver of Corporate Procurement Rule 9.1 and 9.2 so that a further 24-month contract can be set in place with the Alzheimer's Society Leeds to run from 1<sup>st</sup> October 2014 to 30<sup>th</sup> September 2016. The services delivered in this contract are: a day opportunities and outreach service for younger people with dementia. During this period consultation will be undertaken and an outcome focused service specification will be developed followed by a tendering exercise and contract award.

Alzheimer's Society is a well established organisation providing information and support services for adults living with dementia and carers of adults with dementia. Equality is a fundamental element of the provider's policies and procedures. In particular the services aim to address the fact that people with dementia can often be openly or inadvertently discriminated against.

### 3. Relevance to equality, diversity, cohesion and integration

All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		X
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect our workforce or employment practices?		X
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"><li>• Eliminating unlawful discrimination, victimisation and harassment</li><li>• Advancing equality of opportunity</li><li>• Fostering good relations</li></ul>	X	

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

#### 4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?**

(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

Through on going contract monitoring of the present contract

- **Key findings**

(**think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

Through this contract arrangement the Alzheimer's Society promotes a fair and inclusive service that aims to tackle any inequalities and barriers faced by people with dementia and carers of people with dementia. Access to this service is based purely on needs related to the condition and is not impacted upon by any equality characteristics. Where specific support was required e.g. interpreters etc. the society would provide such support as this forms part of the service specification.

This is not done at the expense of any other groups and involves partnership working with a range of third sector organisations to ensure a cohesive and inclusive approach to service delivery. In particular, the provider has developed a partnership arrangement working with another provider to increase the number of people from BME communities who are using these services. This was a gap that was highlighted previously and therefore shows the provider is proactive around equality issues.

No other equality issues have been identified through contract monitoring of the present contract, and such monitoring will continue through the new contract period.

- **Actions**

(**think about** how you will promote positive impact and remove/ reduce negative impact)

The proposed waiver will provide a further 24 months funding for the Alzheimer's Society to continue to deliver services in line with the previous details.

During this period an outcomes-focused service specification will be developed to support a new contract, this will continue the strong focus on equality and diversity and will involve further consultation. The principles and values of Leeds City Council will be embedded in the service specification. In producing the specification the equality impact is to be assessed further and reflected in the planned service. In addition the current services are limited by age as they have historically been targeted at people under 65.

Both commissioners and the provider are aware that this needs to change to become more needs led but without losing the speciality that the service users require. This waiver period will allow time to develop this in line with the needs of the service users and equality legislation.

**5. If you are *not* already considering the impact on equality, diversity, cohesion and integration you *will need to carry out an impact assessment*.**

Date to scope and plan your impact assessment:

Date to complete your impact assessment

Lead person for your impact assessment  
(Include name and job title)

## 6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Mick Ward	Head of Commissioning	25 <sup>th</sup> January 2014

Date screening completed

## 7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to [equalityteam@leeds.gov.uk](mailto:equalityteam@leeds.gov.uk) for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to  
**Governance Services**

Date sent:

For Delegated Decisions or Significant Operational  
Decisions – sent to appropriate **Directorate**

Date sent:

All other decisions – sent to  
[equalityteam@leeds.gov.uk](mailto:equalityteam@leeds.gov.uk)

Date sent: