

# Appendix 1

## 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: Adult Social Care</b>
<b>Lead person: Bridget Maguire</b>	<b>Contact number:</b>

**1. Title:** Request approval for a contract variation under Contracts Procedure Rule (CPR) 27.1 to vary the contract awarded to Carers Leeds from 1<sup>st</sup> April 2014. The value of the contract is to be varied by an increase of £149.750 per annum from 1<sup>st</sup> October 2014 in order to incorporate the service provided by Alzheimers Leeds to carers of people with dementia.

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

If other, please specify

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

This screening tool relates to the review of the dementia carers support service currently commissioned from Alzheimers Society. The review has shown that it is successful in delivering its aims, there is a high level of satisfaction experienced by carers using the service and stakeholders referring into it or working in partnership. The service provides excellent value for money for the Council when compared with similar services as noted in the body of the report.

Monitoring during the present contract has not identified any organisational barriers to accessing services

Demand for this service can be predicted to rise because of the projected increase in incidence of people with dementia in Leeds, most of whom live at home with their family and carers. It has been predicted that there will be an increase of 40% in carers looking

after a person with dementia by 2027, as noted in the body of the report.

It is proposed that the dementia carers service provided by Alzheimers will join the consortium from 1<sup>st</sup> October 2014 and informal discussions between the two agencies have begun.

### 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.

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.

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

The present service was initially tendered through our competitive tender and evaluation process which gives due regard to equality and the records for this process are available from.

The award of the contract included a requirement to submit monitoring to ourselves which included equality monitoring designed to ensure that any barriers to access could be identified. No such barriers were identified and in fact the service identified a shortfall in BME usage and took action themselves to address this.

- **Key findings**

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)

There are no concerns regarding access to this service across the protected characteristics. Had any such concerns been identified we would not be proceeding with the waiver process. The report on the service review attached to the report as appendix 1 does recommend continuation of the service,

- **Actions**

To continue to monitor usage of the service, complaints etc to ensure that the service maintains the high level; of access to, and satisfaction with, its services.

**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	19/05/2014
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 <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: 19/5/2014