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.

Directorate: Adult Social Care	**Service area: Performance and Quality Assurance**
Lead person: Stuart Cameron-Strickland	**Contact number:** **43342**

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1. Title: Care track data management software

Is this a:

☐ **Strategy / Policy**   ☐ **Service / Function**   ☒ **Other**

If other, please specify Procurement of information management and analysis software.

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

The procurement of Caretrack data management and information software.

This is an IT based solution that will draw together data from a range of sources, in this case Adult Social Care and Health allowing a more complete picture of the health and social care pathway, including differences in care pathways across the various equality strands, e.g. potential differential impact of long term conditions on carers and service users in the various groups, BME, disability.

The solution is web based and thus staff can use the accessibility options available for the internet and to access IT generally to access the software.
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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 and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

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 - Eliminating unlawful discrimination, victimisation and harassment - Advancing equality of opportunity - Fostering good relations		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).

Whilst we do presently have access to a good range of data, including equality characteristics, on all individuals using our services this is from a wholly social care perspective, which is only one part of the care pathway. The procurement of this software will allow the integration of this social care data with health data providing a more comprehensive and detailed analysis of individual and group care pathways through both health and social care.

Such integrated information will provide greater detail on the individuals using our services, for example the likely social care requirements of individuals with long term health concerns and the differential impacts of various health and social care episodes across all of the equality strands.

Such detailed knowledge will be invaluable in ensuring we commission the right services accessible to the right individuals and located in the right places to enhance equality of access and opportunity to ensure we can support as many individuals to remain as independent as possible within their own communities for as long as possible.

- **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)
Service users
The development of more easily accessible and comprehensive information will allow the monitoring of the access to services of groups across a wide range of criteria identifying where there is under over representation and allow attention to be directed to those areas to address any in equalities.

Staff
Due to the software under consideration being web based accessibility tools developed for web access will be available to support staff using the system.

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

Ensure that this information is made available to all projects and developments to inform their development and ensure/monitor any potential inequity in service provision.

Ensure staff are aware of the accessibility options available for web based software

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:	N/A
Date to complete your impact assessment	N/A

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

6. Governance, ownership and approval
Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Stuart Cameron-Strickland	Head of Policy, Performance & Improvement (ASC)	1st December 2014

7. Publishing
This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.

Please send a copy to the Equality Team for publishing

Date screening completed	1st December 2014
Date sent to Equality Team	
Date published (To be completed by the Equality Team)	