

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: Programme Office
Lead person: Terrence Daniel	Contact number: 43064

1. Title: ASC Travel Review Project – Developing Flexible Access

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

As at January 2014

The development of new ways of providing more flexible transport to and from Local Authority Day Services to support enhanced flexibility of service delivery and efficiency savings on transport.

The establishment of a permanent Senior Social Worker (PO3) post for travel reviews and a permanent Senior Business Support Assistant (B3) post

Outline of present situation

The Transport Pilot has the desired outcome of providing greater choice and flexibility for customers using the services provided by, initially, Osmondthorpe Resource Centre (ORC) and Mariners Resource Centre (MRC). Following this initial pilot and a review, consideration will be given to the possibility of further rolling out similar arrangements across other services.

The plan is to provide a range of activity slots designed to better meet individual requirements from the wider range of activities. This would have the impact of delivering efficiencies in transport as well as enhanced flexibility and closer matching to service user requirements.

At an early stage it was recognised that this service reconfiguration would only succeed in conjunction with changes to the provision of transport, which would need to be more closely tailored to the needs of customers accessing the service. Initially a number of dedicated buses and drivers were allocated to the joint service, with a view to streamlining the use of resources and with an aspiration to reduce the use of private hire and the related high costs.

The importance of the centre managers and their staff sharing a vision that is customer-focused and a willingness to embrace new ideas and ways of working was critical. This can also be said of the PTS staff and the commitment of the Heads of Service. This shared vision and commitment has made it possible to openly discuss issues and find solutions that will enable customers to achieve better outcomes, giving all meetings and discussions a feeling of inclusive, positive engagement.

A dynamic approach to impact assessment is being taken due to the current understanding of the feasibility of this work on a wider scale across the service. It is not yet known how widely applicable the piloted ideas around flexible operation will be across the city.

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

<p>Does the proposal involve or will it have an impact on</p> <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		X
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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)

Initial information was obtained from a range of previous consultation and engagement events to provide a starting point for this impact screening. One of these was for changes to Black and Minority ethnic groups using day centres and whilst this development is different the BME consultation has highlighted transport and access to transport as a major issue in people being able to access the activities at day centres, so any actions that will increase the flexibility of transport is likely to have a very positive impact.

Initial findings from the first 3 months have shown a number of positive outcomes:

- MRC commenced provision of cafeteria-style catering, mirroring the arrangements already in place at ORC to ensure more flexible availability of food for clients. This was accompanied by the centres working with drivers to plan their own transport routes.
- Customers have been able to have staggered starting times, which enables them to have greater choice and control in the time and manner in which they access services.
- The inclusion of drivers in this process has led to benefits for customers, as the drivers are both more aware of the issues and challenges involved in the provision of transport. Their inclusion has also enhanced understanding and led to a positive team approach in which drivers and centre staff work more closely together, rather than as separate entities.

- Customers are now able to attend meetings and activities more flexibly, as they are able to discuss their transport arrangements with centre staff, who are quickly able to say if the requested changes are possible. Arrangements are made in direct consultation with the centre drivers who then incorporate the request on their run sheet. Previously a transport request would have had to be submitted to PTS and it may have been possible to assist if a vehicle was available, but this was not always the case and took a longer time to confirm.
- Having SDS-focused SW involved has led to discussions with groups of customers about SDS and its benefits. Several customers have expressed interest and are currently exploring options with the SW.
- Complaints to PTS regarding transport for Osmondthorpe and Mariners have virtually ceased, as customers have been included in the planned changes to transport, are aware of challenges and raise their concerns directly with staff.
- From the initial findings after 3 months the key risk that has been identified that could impact on the success and roll-out of the pilot is that the pilot is dependent on the drivers embracing the new ways of working and making their expertise and experience available.

- **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)

There are a wide range of advantages to this proposal as it proposes to make changes that will have the effect of broadening service user flexibility and choice. However, services will need to be joined up sufficiently to allow the required planning to take place. Those services will then need to be reliable enough to ensure that people are ready when they say they will be and that activities will run at the times advertised.

- **Actions**

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

The project recognises the need to continue to monitor equality impacts as experience is still being gained on the pilots. In particular, the profile of service users against equality strands will be a key aspect of ongoing monitoring. Further engagement with service users in the progress of the pilots is planned and this will be used to guide and inform future development. The information gathered to date (Jan 2014) will be used to inform a more in-depth consultation and engagement exercise with service users and staff at the day centres identified as feasible for further roll-out.

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:	
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Date to complete your impact assessment	
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Lead person for your impact assessment (Include name and job title)	
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6. Governance, ownership and approval

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

Name	Job title	Date
Julia Suddick	Head of Service, Access & Care	24/01/14

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.

If this screening relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** screening should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date screening completed	24/01/14
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If relates to a Key Decision - date sent to Corporate Governance	
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Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	
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