

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.

Directorate: Adult Social Care	Service area: Commissioning
Lead person: Ian Brooke-Mawson Strategic Commissioning Manager	Contact number: (0113) 3784183

1. Title

Waiver of CPR 9.1 & 9.2, using the authority set out in CPR 1.3, in respect of Community Based Respite Services

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

A recommendation that contracts are awarded to existing providers of community based respite services for a period of six months.

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?		✓
Have there been or likely to be any public concerns about the policy or proposal?		✓
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	✓	
Could the proposal affect our workforce or employment practices?		✓
Does the proposal involve or will it have an impact on <ul style="list-style-type: none">• Eliminating unlawful discrimination, victimisation and harassment• Advancing equality of opportunity• Fostering good relations		✓

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

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)

Award of contracts to current providers of community based respite services will enable continuity of service while current customers of community based respite services are offered the opportunity to have a conversation with Adult Social Care to either identify universal resources that are available in the community, to identify more targeted support that may have been designed specifically to meet the needs of particular groups of people (e.g. dementia café), or to identify specialist support where people have needs which cannot be met by universal or targeted resources

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)

A new approach to short breaks will remove the two tier system where people with similar needs receiving similar services are charged differently and, where a cared-for person has needs which cannot be met by voluntary and community resources, they will receive a personal budget, usually as a Direct Payment, and will have a range of services that they can choose from.

Actions

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

Current customers of community based respite services are offered the opportunity to have a conversation with Adult Social Care to either identify universal resources that are available in the community, to identify more targeted support that may have been designed specifically to meet the needs of particular groups of people (e.g. dementia café), or to identify specialist support where people have needs which cannot be met by universal or targeted resources

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 Adult Social Care Commissioning	29 th July 2016

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.

Date screening completed	26 th July 2016
If relates to a Key Decision - date sent to Corporate Governance	29 th July 2016
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	