

Equality, diversity, cohesion and integration screening – organisational change impacting on the workforce

As a public authority we need to ensure that all organisational change arrangements impacting on the workforce have given proper consideration to equality, diversity, cohesion and integration.

Equality and diversity will always have relevancy to organisational changes which impact on a diverse workforce. If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration then you have already carried out an impact assessment.

A **screening** process is a short, sharp exercise, which completed at the earliest opportunity will help to determine:

- whether or not equality, diversity, cohesion and integration is being or has already been considered, and therefore
- whether or not it is necessary to carry out an impact assessment.

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| Directorate: ASC | Service area: Older Peoples Services |
| Lead person: Debbie Ramskill | Contact number: 3367709 |

1. Please provide a brief description of the organisational change arrangements that you are screening

Approval is being sought at Executive Board in September 2016 to:

1. Approve the immediate decommissioning of services provided at: Middlecross, Siegen Manor and The Green Residential Homes
2. Approve the immediate decommissioning of services provided at: Middlecross, Siegen Manor and The Green, Springfield and Radcliffe Lane Day Centres.
3. Note the immediate closure of Manorfield House.
4. Agree that The Green be retained as a community asset for intermediate care / recovery beds subject to the discussion and agreement with NHS commissioners.

2. Consideration of equality, diversity, cohesion and integration checklist

| Questions | Yes | No |
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| Have you already considered equality and diversity within your current and future planning? | x | |
| Where you have made consideration does this relate to the range of equality characteristics | x | |
| Have you considered positive and negative impacts for different equality characteristics | x | |

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| Have you considered any potential barriers for different groups | x | |
| Have you used equality information and consultation where appropriate to develop your proposals | x | |
| Is there a clear plan of how equality areas identified for improvement will be addressed | x | |

If you've answered **no** to the questions above, there may be gaps in your equality and diversity considerations and you should complete an equality and diversity, cohesion and integration impact assessment (organisational change). Please go to **section 4**.

If you've answered **yes** to the questions above and believe you've already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 3**.

3. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate that you've 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).

There are currently a total of 351 ASC and 123 CEL staff employed at all older people care homes and day centres. 187 ASC and CEL staff are working at establishments which are proposed to close immediately.

Employees are predominantly female, white and non-disabled. More than 50% are over 55 years old.

Employees within the service will have the opportunity to be flexibly redeployed into alternative roles within ASC / CEL, or be redeployed into alternative roles across the council. This will be carried out with support from management and HR. Employees also have the option to leave the council on the Early Leavers Initiative [ELI].

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).

Staff are potentially at risk of redundancy although the council will make every effort to avoid, reduce and mitigate against this.

Actions

(think about how you'll promote positive impact and remove or reduce negative impact)

Continued employee engagement and trade union consultation will take place to support

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| current employees into new opportunities. | |
| 4. If you're not already considering the impact on equality, diversity, cohesion and integration you'll 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) | |

5. Governance, ownership and approval

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

| Name | Job title | Date |
|---------------------------------|---------------------------------|----------|
| Cath Roff | Director, Adult Social Services | 08/09/16 |
| Date screening completed | | 19/08/16 |

6. 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 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: 08/09/16 |
| For delegated decisions or significant operational decisions – sent to appropriate directorate | Date sent: |
| All other decisions – sent to the equality team | Date sent: |