

Appendix One

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: Michelle Atkinson	Contact number: 0113 247 6088

1. Title: IMCA Service
Is this a:
<input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Please provide a brief description of what you are screening
The Mental Capacity Act (MCA) makes it a legal requirement for people lacking mental capacity to have independent advocacy when there is no known relatives or close friends to speak for them. Advocacy must be provided when decisions are being made regarding a) serious medical treatment (SMT) and b) a move to accommodation, in specified circumstances.
Local authorities are required to commission Independent Mental Capacity Advocacy (IMCA) from independent organisations.
Therefore ECDI screening is concerned with the extension of the IMCA contract.

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 <ul style="list-style-type: none"> • 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**.

<p>4. Considering the impact on equality, diversity, cohesion and integration</p> <p>If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.</p> <p>Please provide specific details for all three areas below (use the prompts for guidance).</p> <ul style="list-style-type: none"> • 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) <p>IMCA services are provided to all adults and appropriate to people’s needs, including their disability, race, culture, religion, sexuality, age and gender. The service must also recognise that individuals’ needs can change over time and respond accordingly.</p> <p>The IMCA service understands that mental capacity is a broadly defined term and relates to many diverse groups of people. It requires skills in communicating in non-standard ways, for example with people who have no spoken language. It requires a holistic approach to working with people, not relying on their ‘instructions’ but on an assessment of their rights and needs.</p>

- **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)

IMCA services demonstrated an upward trend in the number of people from BME communities being referred to these services.

The IMCA service must work in partnership with other agencies: statutory, independent and voluntary. This will include hospital discharge staff, doctors, nurses, social workers, care managers and managers of care homes. It must assist staff and service managers who are likely to refer their patients, and service users, to understand the role of the IMCA and know how and when to access the service.

- **Actions**

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

The proposed extension of this contract will ensure service continuity to meet this statutory requirement.

An outcome focussed service specification was used to support these contractual arrangements. These include a strong focus on equality diversity and integration.

The principles and values of Leeds City Council are embedded in the service specification

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
Michelle Atkinson	Commissioning Manager	July 2013 and updated February 2017

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	February 2017
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Date sent to Equality Team	
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Date published (To be completed by the Equality Team)	
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