

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: Adults and Health	Service area: Disability Services, Recovery Service
Lead person: Alison Griffiths	Contact number: 3783263

1. Title:
Occupational Therapy Service for Community Beds

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify

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

The Community Beds Service will provide care homes with nursing as described above at SLIC and Suffolk Court. The service will focus on promoting independence by offering nursing and therapeutic interventions to support each person to fulfil their maximum potential. This in turn should contribute to the prevention of admissions to long term residential/nursing care and/or unnecessary hospital admissions and support people to live at home longer.

To optimise the benefit of the community beds model, therapy input is required over 7 days and extended hours.

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. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

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**.

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)

The proposal could impact on Occupational Therapists who currently work for the council, those who work for other organisations, those registered Occupational Therapists currently not in employment and students in Occupational Therapy education.

The make up of the Occupational Therapy workforce in Leeds does reflect the national picture of having a high proportion of female staff with people from BME backgrounds and disabled people less well represented. Leeds Adults and Health were part of work which was undertaken on a West Yorkshire footprint over 10 years ago to establish Occupational Therapy education programmes in Leeds, Huddersfield and Bradford in order to improve the diversity of students entering Occupational Therapy education so it is important that employers of Occupational Therapists ensure there are wide range of opportunities available for graduates as well as for registered Occupational Therapists who family circumstances change during their working life.

The current Adults and Health Occupational Therapy workforce were consulted in June 2016 about the need to provide support to citizens of Leeds and Adults and Health staff in other services outside traditional hours. Discussions with the Trade Unions regarding this proposal confirmed that there is a recognition of the benefit of these opportunities and current staff had identified that they had applied for their current jobs on the basis on Monday to Friday 8.30 to 5 working but know that they could move to the NHS if they wished to work in a more flexible way.

- **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 currently 5 Occupational Therapy posts that work 8am-8pm over 7 days within Adults and Health. These posts were created to support the recovery beds at the Green and the Skills for Independent Living Service (SKILs). There were no internal applicants for these posts.

The main body of Occupational Therapists within the Council have in place some level of flexible working arrangements, these are all within the framework of 8am to 5pm Monday to Friday.

The main employer of Occupational Therapists is the NHS and there are opportunities for working 7 day rotas in a range of services. These additional posts open up further opportunities within Adults and Health to work new patterns.

There will be opportunities for Occupational Therapists across the city who are working evenings and weekends to support each other and to ensure there is no duplication of effort and this can be managed through the existing citywide project to move towards a 'one workforce approach to Occupational Therapists.

The creation of additional posts in Occupational Therapy service will lead to external recruitment either for these particular posts or to back fill any successful internal applicants. This creates an opportunity for the Council to attract Occupational Therapists from a wider range of backgrounds than the current profile of the service.

As Occupational Therapists with a 'recovery' focus this team will work to support people in the recovery bed base at the Green, Community Beds at Suffolk Court and South Leeds Independence Centre (SLIC) and SkILs.

- **Actions**

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

Recruitment channels will include promoting the roles internally and with partner organisations within and around Leeds as well as using the Council's website.

The recruitment information will include clear information about the rota and the positive aspect of the work/life balance working on a rota can offer.

The service achieved good success last year on recruitment when the Occupational Therapists shared the opportunities through their own professional networks including through social media so this can be utilised again.

An induction programme will be needed for the new team which will ensure equality and diversity is embedded in their practice.

It will be important to maintain focus of this service on supporting people to recover their occupational activity by a short term, but intensive, intervention by the Occupational Therapist or by support staff working to their direction and to consider what data is collected and what tools are used to measure the impact of the service to ensure that equality and diversity impacts are considered.

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
Alison Griffiths	Disability Service Manager	28.9.2017
Date screening completed		
28.9.2017		

7. 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:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: