

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: Adults and Health	Service area: Commissioning
Lead person: Sinead Cregan	Contact number: 0113 3783852

1. Title:

Request to waive Contract Procedure Rules (CPRs) 9.1 and 9.2, using the authority set out in CPR 1.3, to enter into two contracts with St Anne’s Community Services for both the provision of a Residential Alcohol Detoxification and a Rehabilitation Service.

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

I am screening a Delegated Decision report to the Director of Adults and Health requesting to waive CPRs 9.1 and 9.2, using the authority set out in CPR 1.3, to enter into two 12 month contracts with St. Anne’s Community Services.

One of these recommendations is to enter into a new 12 month contract between Adult Social Care and St. Anne’s Community Services for the provision of the residential alcohol rehabilitation service.

The second of these recommendations is to enter into a new 12 month contract between Public Health and St. Anne's Community Services for the provision residential alcohol detoxification service.

Both of these current contracts expire on 1st March 2018. The new contracts will commence 1st April 2018 and expire 31st March 2019. These extensions are being requested in order to ensure continuity of service whilst a competitive procurement exercise is undertaken.

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)

Entering into two new 12 month contracts with St Anne's will ensure continuity of service whilst a competitive procurement exercise is undertaken. Prior to this, work has been ongoing regarding the funding levels and arrangements for this service. This exploratory work and discussions have now concluded, with DLT agreeing to fund the current shortfall and increase the budget envelope available for re-commissioning.

During this 12 month period there will be no changes made to the existing service provision, and therefore no changes to any particular groups of service users or prospective service users.

As part of any competitive procurement process, Adults and Health will undertake consultation with provider organisations, current service users, carers/significant others and people in recovery.

Consultation has taken place with St Anne's, Senior Officers from Adult Social Care and Public Health (now both under the directorate of Adults and Health) and the Executive Board Member for Health, Wellbeing and Adults. Appropriate advice has also been sought from finance and procurement colleagues.

• **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)

The majority of service users have multiple complex needs and are from priority client groups including parents (some with children at risk or in care), those who are homeless/ at risk of being homeless, affected by domestic violence or have mental and or physical health needs.

The proposed 12 month contracts will not result in any changes being made to the current service. As detailed above, as part of any tender process or commissioning activity, consultation will be undertaken and the results from this will be reported on and published as part of this ECDI screening.

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

Work will commence to undertake a competitive procurement exercise. Equality, diversity and community cohesion will be considered as part of this process. Any new service model and specification that may be used will be coproduced with service users, people in recovery and other key stakeholders.

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
Sinead Cregan	Adult Commissioning Manager	7 th November 2017
Date screening completed		7 th November 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:
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