

## 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.

<b>Directorate: Adult Social Care</b>	<b>Service area: Reablement</b>
<b>Lead person: Alison Griffiths</b>	<b>Contact number: 3783267</b>

**1. Title** Waiver report to extent Advanced Health and Care Staff Plan licences for Reablement and Extra Care Housing Services.

Is this a:

**Strategy / Policy**

**Service / Function**

**Other**

**If other, please specify**

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

The reablement service provides short term home care intervention, for approximately six weeks to work with people to regain skills and independence following a period of illness or impairment, or to contribute to an assessment where daily support is needed to fully understand a person's needs.

The contract for the current rostering solution currently used within the reablement service and extra care service expired on the 14<sup>th</sup> December 2017. A full procurement exercise was completed during 2016 for a new provider and a new contract was awarded to a new supplier with an agreed go live date of 21<sup>st</sup> November 2016.

Issues with implementation mean that the planned implementation date of the 21<sup>st</sup> November 2016 was not been met, on going negotiation with the new supplier led

to further delays and the system will not be in place before the current contract ended on the 14<sup>th</sup> December 2017.

It was critical that there is not a break between the contracts as this would mean the services would be left without an electronic system to support rostering. This would lead to high levels of risk in the planning and communication of Support Worker visits, and potentially missed customer visits. Therefore the contract with the current provider, Advanced Health and Care, needed to be extended in the interim.

The current provider was contacted about the existing contract being extended to ensure continuity of service. A waiver report was written and agreed for a one year extension to December 2018.

A contract was signed on the 6<sup>th</sup> December 2017. At the point of paying Advanced Health and Care for the contract extension the Company stated that they could only do a 2 year extension. Therefore funding is needed for the additional year, December 2018-December 2019.

### 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"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>		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)

- **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)

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

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**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
Alison Griffiths	Service Delivery Manager	15 <sup>th</sup> September 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.

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.

A copy of **all other** screening's should be sent to [equalityteam@leeds.gov.uk](mailto:equalityteam@leeds.gov.uk). For record keeping purposes it will be kept on file (but not published).

<b>Date screening completed</b>	15 <sup>th</sup> September 2017
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If relates to a Key Decision - <b>date sent to Corporate Governance</b>	
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Any other decision – <b>date sent to Equality Team (equalityteam@leeds.gov.uk)</b>	
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