

# 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.

<b>Directorate:</b> Adults and Health	<b>Service area:</b> Integrated Commissioning
<b>Lead person:</b> Ian Brooke-Mawson	<b>Contact number:</b> 0113 378 1843

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

<b>2. Please provide a brief description of what you are screening</b>
<p>A report informing Executive Board of the outcome of further consultation, and seeking Executive Board approval of recommendations, in respect of the community based respite service. The report recommends that Executive Board approve the following:</p> <p>a. Access to a community based respite service will be via a needs assessment or carer's assessment as laid out in the Care and Support (Assessment) Regulations</p>

2014, and will be prioritised for people who meet the eligibility criteria for care and support as laid out in Care and Support (Eligibility Criteria) Regulations 2014.

- b. The person with care needs will be charged the amount they are assessed as being able to afford as laid out in the Care and Support (Charging and Assessment of Resources) Regulations 2014.
- c. The name of the service be changed to the Community Based Short Break Service.
- d. Investment of a further £170k per annum be added to the contract value of the Community-based Short Break
- e. Investment of £30K be made for Tier 2 Targeted Short Break services
- f. Investment of £40k on a non-recurrent basis to provide a one-off payment to carers of up to £200 as a contribution to increased costs of caring over the winter months.

### 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?	✓	
Have there been or likely to be any public concerns about the policy or proposal?	✓	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	✓	
Could the proposal affect our workforce or employment practices?		✓
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>	✓	

*If you have answered **no** to the questions above please complete **sections 6 and 7***

### 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)*

- Adults and Health recognise both the huge contribution that carers make and the need for carers to have a break from caring. Carer breakdown is a very real risk and short breaks are a positive way of mitigating the risk of carer breakdown
- The most recent Census suggest there are around 72,000 people in Leeds providing unpaid care. Based on national estimates we can expect around 24,000 people in Leeds to take on an unpaid caring role each year with a similar number ceasing their caring role.
- Anyone can become a carer, carers come from all walks of life, all cultures and can be of any age. Many carers feel that they are doing what anyone else would do in the same situation – looking after a parent, a child, a spouse, a friend – and just getting on with it.

**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 community based respite service is provided free of charge and access to the service has not been subject to a needs assessment or to the application of statutory eligibility criteria. In these respects, the service differs from other services commissioned adult care services
- The service predominantly support older people, many of whom are living with dementia. There is a service specifically for people from BAME communities
- Targeting the service for people with eligible needs and introducing a charge for those people who are able to contribute to the cost of the service will ensure that there is a fair system in place that it is in line with other commissioned adult social care services

**Actions**

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

- Where it is known that someone currently receiving a community based respite service will not be affected by the changes, Adults and Health will contact them to confirm that their service will continue and that their weekly charge will not increase
- Where it is known that someone currently receiving a community based respite service will be affected by the changes, Adults and Health will contact them to inform

them of the changes and to offer them the opportunity to have a conversation to discuss alternative ways to meet their needs should they not agree to the changes

- Where it is not known whether someone currently receiving a community based respite service will be affected by the changes, Adults and Health will contact them in order to arrange an assessment to identify whether they have eligible needs, and if so, a financial assessment to determine the amount they are able to afford to pay towards the cost of the service.
- Where someone currently receiving a community based respite service does not meet the eligibility criteria, or does not wish to have a service arranged by Adults and Health, Adults and Health would signpost them to support available in local communities
- Where an individual would have substantial difficulty in being fully involved in the needs assessment, and where there is no appropriate individual to support and represent that persons wishes, Adults and Health will arrange an independent advocate to facilitate their involvement as laid out in the Care and Support (Independent Advocacy) Regulations 2014.

**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

<b>Name</b>	<b>Job title</b>	<b>Date</b>
James Woodhead	Head of Commissioning (Integration)	26/11/2018

### **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.

<b>Date screening completed</b>	12/11/2018
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If relates to a Key Decision - <b>date sent to Corporate Governance</b>	
Any other decision – <b>date sent to Equality Team (equalityteam@leeds.gov.uk)</b>	