

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: Integrated Commissioning
Lead person: Ian Brooke-Mawson	Contact number: 0113 378 1843

1. Title
Carers Emergency Scheme
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
Authority to Procure a Carers Emergency Scheme.

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"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 	✓	

*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)

- The provision of unpaid care is an important policy issue because it not only makes a vital contribution to the supply of care, but can also affect the health and wellbeing, employment opportunities, finances and social and leisure activities of those providing it.
- 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.
- Adults and Health recognise both the huge contribution of carers and that making an emergency plan can promote carers wellbeing by providing ‘peace of mind’ in that they know that if an emergency does happen and they are temporarily unable to care, someone they know and trust is stepping into their caring role and that the person they care-for can be reassured by the presence of someone familiar.

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)

- Feedback and comments gathered from carers, voluntary sector organisations and social work staff indicate that the existing scheme is in need of modernisation. Waiting times for a home-visit to get a plan, the role of an emergency contact and misunderstandings about the scope and nature of the scheme have been prominent in feedback.

Actions

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

- A series of Focus Groups will be held in order that both carers and professionals are involved in designing and shaping a Carers Emergency Scheme to operate in Leeds from April 2020.
- Service-user and carer involvement will be in line with the councils ‘Service User Guide’ which explains the importance of involving service users in the procurement of goods, works and services, how service users can be involved and confidentiality issues.
- This work will be reported to the Leeds Carers Partnership which has strong representation from carers, voluntary and community sector organisations and statutory sector partners

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
James Woodhead	Head of Commissioning (Integration)	10/01/2019

7. Publishing	
<p>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.</p> <p>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.</p>	
Date screening completed	10/01/2019
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	