

# 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 or has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

<b>Directorate:</b> Adults & Health	<b>Service area:</b> Integrated Commissioning
<b>Lead person:</b> Ian Brooke-Mawson	<b>Contact number:</b> 0113 378 4183

<b>1. Title:</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>
Waiver of Contract Procedure Rules (CPR) 9.1 and 9.2 using the authority set out in CPR 1.3.to enter into a contract with Comfort Call Limited to provide a Carers Emergency Scheme for a period of two years from 1 <sup>st</sup> April 2020 to 31 <sup>st</sup> March 2022.

### 3. Relevance to equality, diversity, cohesion and integration

All the council's strategies and policies, service and functions affect service users, employees or the wider community – city wide or more local. These will also have a greater or 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?	✓	
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**

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?

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 provide care, someone they know and trust, or someone who is appropriately skilled and trained, is stepping into their caring role

### **Key findings**

Two Focus Groups were held in July 2019 in order that carers and professionals had an opportunity to influence the design of a new carers emergency scheme. Feedback from the groups indicated that some modernisation was required, particularly in terms of:

- Speeding up the time it takes to register with the scheme
- Clear and unambiguous eligibility criteria
- Being clear about the role of emergency contacts

Where carers have had an opportunity to complete their own plans it has meant they have been able to register with the scheme quicker than they would have prior to this new approach as well as reducing home visits by the provider. The number of people registering with the scheme in the contract period is consistent with previous years.

### **Actions**

A Carers Emergency Scheme promotes carer wellbeing by providing ‘peace of mind’ in that carers know that if an emergency does happen, and they are temporarily unable to provide care, someone they know and trust, or someone who is appropriately skilled and trained, is stepping into their caring role

Awarding the contract to Comfort Call Limited for a period of two years from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2022 will ensure the carers emergency scheme continues without disruption to existing customers and will in addition, enable new carers to be able to register an emergency plan. The provider is responsible for ensuring that its services are appropriate for the diverse needs and circumstances of carers in Leeds.

The Commissioning Programme Lead (Carers) will meet quarterly with the provider in order to discuss service activity and quality in depth which will include reviewing the equality characteristics of carers using the scheme and agreeing actions to improve access for under-represented groups.

**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:	n/a
Date to complete your impact assessment	n/a
Lead person for your impact assessment (Include name and job title)	n/a

**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 Service (Integrated Commissioning)	21 <sup>st</sup> January 2019
<b>Date screening completed</b>		21 <sup>st</sup> January 2019

**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](mailto: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 <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent: 28/01/2020
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: