

## 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: Adults &amp; Health</b> | <b>Service area: Working Age Adults Commissioning Team</b> |
| <b>Lead person: Lauren Lewis</b>        | <b>Contact number: 0113 3783918</b>                        |

### 1. Title: Report seeking approval to implement an Approved Provider List for Working Age Adults Care & Support Services

Is this a:

- Strategy / Policy**
 **Service / Function**
 **Other**

**If other, please specify**

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

- a. This screening is for a Delegated Decision Report to the Director of Adults and Health, requesting approval to the development of an Approved Provider List (APL) for Working Age Adults Services for:
  - Nursing and Residential Care
  - Supported Living/Housing
  - Domiciliary and Outreach Support
  - Day Opportunities
- b. To approve the issuing of the standard overarching Contract Bundle containing Overarching Terms and Conditions, Individual Service Agreements and Service

Specification to currently used working age adult domiciliary, outreach and day opportunity services, that are presently spot purchased.

- c. Permit access to the Approved Provider List (APL) for Working Age Adults, to the spot purchased providers who accept the Overarching Contract Documentation, subject to them passing due diligence checks.

The development of the WAA Approved Provider List will support the local authority's duties under The Care Act 2014, whereby the Care Act statutory guidance is clear that the Local Authority should facilitate the personalisation of Care and Support/Support services. People receiving services should have choice and control over how they are delivered so that this reflects their individual needs, circumstances, and wishes. The Local Authority should support people to make meaningful choices and take control of their support arrangements wherever possible.

### 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?  | 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).

Both the individuals who use the care and support services, their family carers and the employees of the organisations are likely to be affected by this decision. It is hoped that this will be a positive impact.

Consultation around the APL and the Working Age Adults Accommodation Strategy highlighted that not all services users, family carers or stakeholders were aware of the available services to meet care and support needs in Leeds. The APL will provide a list of available services, their quality ratings and useful information, to the above individuals, promoting equality, diversity and inclusion.

There are providers in the city that are spot purchased as and when needed and have not been issued that standard overarching contract documentation. This highlights the risk that not all providers are working from the WAA T&C's and Service Specification which sets out what is expected around equality, diversity and inclusion and the desired standards or held accountable around poor performance.

- **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 contract documentation includes the Terms and Conditions and a robust Service Specification that sets out our clear expectations in terms of equality, diversity and inclusion. By issuing the contract documentation and have an APL in place to monitor and complete due diligence, promotes a positive impact for the people of Leeds who receive services and the employees of the organisations.

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

It is hoped that the APL will have a positive impact on the availability of services for individuals within Leeds who require Care and Support, promoting equality by ensuring that all Leeds Citizens have accessible and up to date information on what services are available through the publishing of this information. An action is to ensure that the

mechanism chosen for publishing this information to the public is as accessible as possible for the whole population and the Commissioning Team is working with colleagues to establish how best to achieve this.

The WAA Team are to ensure that contract monitoring and due diligence processes promote a positive impact and contribution towards equality, diversity and inclusion for both the people who use services and the employees of the organisation.

**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:                         | 5/5/22      |
| Date to complete your impact assessment                                | 5/5/22      |
| Lead person for your impact assessment<br>(Include name and job title) | Aidan Smith |

**6. Governance, ownership and approval**

Please state here who has approved the actions and outcomes of the screening

| Name                            | Job title                          | Date   |
|---------------------------------|------------------------------------|--------|
| Aidan Smith                     | Head of Service Working Age Adults | 5/5/22 |
| <b>Date screening completed</b> |                                    | 5/5/22 |

**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:<br>13/5/22 |

|  |            |
|--|------------|
| All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a> | Date sent: |
|--|------------|