Appendix 2

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: Resources	**Service area:** Integrated Digital Service
Lead person: Stephen Blackburn	**Contact number:** 0113 37 54871

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1. Title: Leeds City Digital Strategy

Is this a:

X	**Strategy / Policy**		**Service / Function**		**Other**

If other, please specify

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

The Leeds City Digital Strategy that has been written from a 'city' perspective rather than a specific organisational one. It outlines the priority areas both in terms of foundations, such as infrastructure and skills as well as those that are focused on improving outcomes for the people of Leeds.

It takes a 'life course' approach to outline how digital can support people through each stage of their life: Starting Well, Working Well, Living Well and Ageing Well, which is aligned with the Best City Ambition.

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 - Eliminating unlawful discrimination, victimisation and harassment - Advancing equality of opportunity - Fostering good relations	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)

- The strategy has been written from a city and person perspective and encourages organisations across the city to adopt it and participate in delivering it.

- It has been written following extensive consultation and engagement that included thirteen workshops covering wide-ranging areas such as digital ethics, business and economy, and primary and social care. Those engaged included Leeds City Council's Neighbourhoods and Communities team, Third Sector Partnership Group, Person-Centred Care Expert Advisor Group, British Sign Language (BSL), members of the public, academia, and those working in the public, private and third sectors.

- It takes a 'digital first but not digital only' approach, outlining that this is not about removing existing services (e.g. telephone or face to face) but about enhancing the existing offer.

- Digital and data ethics is a core foundation of the strategy. Completing equality impact assessments for all future work going forward will support scrutiny and sense checking to ensure that any use of data or introduction of new technology or digital service is sound, doesn't disproportionally disadvantage any particular group or community and is 'the right thing to do'.

- It takes a person-centred approach, that is, that the people of Leeds are at the heart of what we do and will be engaged with and consulted on in respect of how we utilise digital technology and collected data to deliver services.

- Any digital innovation work will take a person-centred and outcomes-focused approach. People who will ultimately access services will be engaged to co-design those services to ensure they are fit-for-purpose. Innovation activity will take place in communities to engage with people wherever they live and work.

- The delivery of this work will be in close consultation with the 100% Digital Leeds (digital inclusion) team who are already well connected through 3rd sector organisations working with communities across the district.

- **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)

- People are increasingly accessing services online for example from taxing their car to doing their banking. Customer expectations continually increase to be able to access services when and where they choose.

- Digital technology is moving at a pace and can offer significant opportunities. There are benefits to a strong digital offer such as cost efficiencies and providing a 24/7 service offer. It is acknowledged however, that digital often disproportionally disadvantages some people, for example those who are older, disabled or where English is not their first language.

- The strategy therefore acknowledges that some people could be left behind as we begin to operate more digitally, either through a lack of skills, access to devices, connectivity or even lack of motivation. Addressing digital exclusion and improving digital skills are therefore key digital foundations that are highlighted in the strategy.

- National strategies such as NHS What Good Looks Like and the UK Innovation Strategy provide clear guidance and frameworks on best practice that Leeds will follow as part of the delivery of the digital strategy.

- **Actions**

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

- The Integrated Digital Service is creating a new Digital Academy that will focus on improving the digital skills of the workforce to ensure they have skills to do their jobs and utilise new technology as it is introduced.

- The digital inclusion programme, 100% Digital Leeds, will be expanded to work with more communities to ensure people have the basic skills to access services digitally and are able to get online.

- The Integrated Digital Service will engage with the Disability Hub and Disability and Wellbeing Network (DAWN) to discuss work taken forward.

- Additional impact assessments will be completed as individual projects are brought forward.

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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:	
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
Nichola Stephens	Director of Strategy and Innovation	29/09/2022

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.

Please send a copy to the Equality Team for publishing

Date screening completed	29/09/2022
Date sent to Equality Team	29/09/2022
Date published (To be completed by the Equality Team)	