

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.

Directorate: Adults and Health	Service area: Deputy Director, Social Work and Social Care Service
Lead person: Shona McFarlane	Contact number:

1. Title: Reassessment Team Extension

Is this a:

- Strategy / Policy**

 Service / Function

 Other

If other, please specify

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

- The Reassessment Team was established in response to an issue identified whereby some clients overseen by Learning Disability Social Work, Area and Mental Health Teams were not being billed for all or part of their support plans. This screening tool will determine whether there are any adverse or other impacts to be considered.
- This situation has arisen historically as a result of invoicing practice and is part way through transformation in terms of systems. However, there remain a number of customers who require a reassessment of their support plan; to determine necessity and whether there are any value for money considerations with regard to the commissioned service.
- The above situation creates issues in relation to the equity of treatment between clients (those who are paying assessed contributions and those who aren't).

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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 current inequality in the system is brought about by the issues highlighted in section 2 of this paper.

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"> • 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)

We have taken into account:

- The staffing need with regards to the Care Act and the Mental Capacity Act.

- Recruitment and selection process.

- **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)

LCC recruitment and selection processes will be used, these will incorporate equality and diversity considerations.

Terms and Conditions will be in line with Council policy and practice.

All relevant policy and practice from the service provision will be adopted. Any changes that are required for new policies and practice that is needed will integrate equality considerations.

- **Actions**

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

- Ensure all LCC employment policy and practices are implemented to ensure fair and equal opportunities to either: transfer to the new service; apply to any new posts created; access other opportunities such as moving to other roles within the council
- Communicate/market changes to the service provision to ensure existing and potential new service users are reassured about the care and support they will be provided with
- Establish a programme of policy and practice review/refresh/new development that incorporates equality consideration
- Consider mechanisms for engaging with existing and potential customers to contribute to policy/practice
- Ensure legal requirements for monitoring the service are undertaken and consider introducing appropriate equality monitoring that can be used to both inform local service provision and raise any emerging issues/concerns to the Department of Health and Social Care.

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)	
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6. Governance, ownership and approval

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

Name	Job title	Date
Max Naismith	Head of Specialist Services, Adults and Health	
Date screening completed		February 2023

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 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 Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent: 7/3/23
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: