

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: C&F	Service area: Adel Beck, Corporate Parenting
Lead person: Ben Finley	Contact number: 07715 044858

1. Title: Review of staffing arrangement at Adel Beck

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify

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

A review of staffing arrangements and subsequent recommendation add a number of posts to the structure. In addition a decision to introduce a secure allowance.

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**

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).
<ul style="list-style-type: none"> • 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) <p>The proposal will see the establishment of several different posts within Adel Beck and will lead to a reduction in the use of agency staff. Agency staff will be able to apply for the posts, where qualifications permit, and this will support them in obtaining better quality employment arrangements.</p> <p>Adel Beck staff are a diverse group and the employment practices that enabled this will be replicated in this recruitment process.</p> <p>These proposals have been discussed with unions representing staff at the home and with staff. Both groups are supportive of the proposals.</p>
<ul style="list-style-type: none"> • Key findings <p>(Think about any potential positive and negative impact on different equality</p>

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)

This proposal will not negatively affect people with protected characteristics and will support the council to offer more permanent, well-paid jobs to people at an entry level.

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

The employment practices that have supported the development of a diverse team at Adel beck will be continued in this recruitment.

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
Ben Finley	Head of Service	08/06/23

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	
Date sent to Equality Team	
Date published (To be completed by the Equality Team)	