

Initial Equality Screening Assessment

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 and diversity.

A **screening** process can help judge relevance and provide 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 and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

Directorate: ACH&PH	Service area: Commissioning
Lead person: Nathan Atkinson	Contact number: 822270

1. Title:

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

If other, please specify

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

Re-Commissioning of Home Care Service

RMBC Commissions around 16,000 hours of care in peoples' homes for approximately 1300 customers.

The contract arrangements that currently secure home care for Adults in Rotherham are due to expire in October 2019 and a tender exercise is expected to commence in April 2019 to secure new services. At January 2019 there are 12 independent sector providers appointed to a Framework who deliver in the region of 16,500 hours of care per week to around 1,300 people.

In April 2019 a competitive tender will be published to invite suitably qualified providers to submit a tender application to go into business with the Council. The service is specified

based on technical requirement for the service delivery. The providers appointed will need to have the appropriate capacity and capability to deliver to a range of needs to support vulnerable and disabled people in Rotherham.

NB: The proposed dates above were delayed as it was agreed to jointly commission a new service with NHS Rotherham Clinical Commissioning Group. An Exemption was obtained to allow a contract with the current Providers until end March 2020. The tender was published in June 2019 for the new contracts to commence from 1st April 2020.

3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

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
Could the proposal have implications regarding the accessibility of services to the whole or wider community?	x	
Could the proposal affect service users?	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics?	x	
Have there been or likely to be any public concerns regarding the proposal?		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	x	
Could the proposal affect the Council's workforce or employment practices?		x

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be

considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

Yes, the tender process will expect bidders to show an understanding of Equalities and Diversity and to explain how they will ensure the service is accessible to all and provided in a personalised way, which takes into consideration any protected characteristic of the person accessing the service.

- **Key findings**

The proposal to re-commission a home care service will not have a negative impact on the different equality characteristics of the people accessing the service.

- **Actions**

The tender method statement and the service specification requires that the service fully understands and its role in promoting equality and diversity in the provision of the service and can describe how it will monitor and evidence this.

This will be monitored by the Council over the length of the contract as part of its contract monitoring and quality assurance processes.

Date to scope and plan your Equality Analysis:	January 2019
Date to complete your Equality Analysis:	June 2019
Lead person for your Equality Analysis (Include name and job title):	Jacqueline Clark, Head of Service, Prevention and Early Intervention

5. Governance, ownership and approval

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

Name	Job title	Date
Nathan Atkinson	Assistant Director, Strategic Commissioning	January 2019

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	Jan 19
If relates to a Key Delegated Decision, Executive Board, Council or a Significant Operational Decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	