

WORCESTERSHIRE COUNTY COUNCIL EQUALITY IMPACT ASSESSMENT DESKTOP SCREENING

This exercise is not an Equality Impact Assessment (EIA). It is a desktop screening exercise designed to establish if you need to carry out an EIA. When completing the screening please use plain English avoiding the use of acronyms or jargon. Any documents referred to should be attached to this screening form.

Remember, throughout this exercise the term 'policy' (or 'policies') is used as shorthand for 'policies, practices, activities, strategies, plans, projects, procedures, functions and protocols'. It therefore needs to be interpreted broadly to embrace the full range of functions, activities, plans and decisions for which the County Council is responsible.

For help completing this desktop screening, please refer to the County Council's [EIA Guidance document](#) available on SID.

Part One: basic information needed to identify the policy and prepare for screening

1.1	Directorate and Section/Unit:	Worcestershire Drug And Alcohol Action Team (DAAT), Adult and Community Services
1.2	Title or brief description of the policy being screened:	Tendering for a substance misuse service in HMP Hewell and HMP Long Lartin
1.3	Screening by:	Chris Randall
1.4	Date of screening:	29 November 2011
1.5	Related policies/functions:	No
1.6	To which section of the Directorate or Corporate "business/service plan" does this relate?	The DAAT Substance Misuse Strategy (2011-12) and the DAAT delivery plan
1.7	Is this a new or existing policy?	This is a new exercise to re-commission existing service delivery, with responsibility for all parts of the service now sitting with Worcestershire DAAT.
1.8	Does the policy affect service users, employees, the wider community, or a combination of these?	It will affect service user and staff that are held and work in the Prison setting. The Tender exercise aims to provide a more accessible and evidence based service, with the expectation that the Provider will ensure equitable access for

		all despite location within the Prison Establishment, the sentence type and length and in line with the Equality Act.
1.9	What are the planned outcomes for this policy?	This exercise aims to tender for high quality provision, through the delivery of interventions with a proven evidence base. The new service once commissioned will provide a substance misuse service that will reduce drug use, reduce re-offending, and improve health, social functioning and relationships. Finally it will also increase employment and enhance work force skills.
1.10	Who is formally responsible for the delivery of this policy? If different, who is responsible for leading on the delivery?	The Drug and Alcohol Action Team are responsible for leading on the delivery of this activity, as part of WCC, the Council hold the full responsibility for the commissioning activity on behalf of its partners. The ultimate service delivery responsibility will sit with the successful provider.
1.11	What (if any) previous consultation has been carried out for this policy? Who was consulted and when?	Past consultations and their results may contribute to the assessment for the policy under consideration.
1.12	Is equality monitoring in place for this policy?	Yes the current service is monitored by NOMS and the Prison itself. As the DAAT have just become responsible for this project I would say that a process would need to be arranged to receive the collected data

Part Two: The purpose of the following exercise is to assess the potential relevance of the policy in the lives of staff and/or residents who have one or more of the following "Protected Characteristics":
Age, Disability, Gender Reassignment, Marriage/Civil Partnership, Pregnancy/maternity, Race, Religion/Belief, Sex and Sexual Orientation.

The questions in this section ask you to consider factors you will need to take into account in making your decision. The answers you provide will help you determine whether you will need to carry out an Equality Impact Assessment.

		Yes	No	Details and comments
2.1	Could this policy have a significant impact on service delivery or other aspects of daily life for people who have any of the Protected Characteristics listed above?		X	The Service will be required to work with all Service users regardless of any Protected Characteristics. For those Service Users with mental illness, they will be cared for

				jointly with the mental health team
2.2	Does the policy involve a significant commitment, or reduction, of resources?	X		The contract is worth approx £3 million per year over 5 years. At the moment it includes almost 60 staff. That figure may reduce depending on the model that the successful bidder applies.
2.3	Does the policy relate to an area where inequalities are already known to exist?		X	Not to my knowledge as this is monitored by NOMS.

2.4 Is there any evidence of potential or actual unplanned variations in the participation levels or use of the policy between different groups (Existing policies only)?

Characteristic	Yes	No	Details, including what information you have based your answer on
Age			
Disability			
Gender reassignment			
Marriage/Civil Partnership			
Pregnancy/maternity			

Race			
Religion or belief			
Sexual orientation			
Sex			

If the answer to question 2.3 is "yes" or "could be yes" then you **must complete an EIA**.

For existing policies, if the answer to question 2.4 is "yes" or "could be yes" then you **must complete an EIA**.

If the answer to questions 2.1 or 2.2 is "yes" or "could be yes" then you may need to complete an EIA. Please refer to Section 3 of the [EIA Guidance document](#) for further clarification on when an EIA should be completed.

2.5 Based on the factors above, is an Equality Impact Assessment required for this policy?

Yes	
No	X

An EIA is not always needed. Where you have decided that an assessment is not required please clearly summarise the reasons for your decision, including any factors you have taken into account, in the box below. Please then ensure this screening form is signed-off by your line manager and sent to the Corporate Equality and Diversity Team for publication.

EIA not required: reasons and additional comments
I feel that an EIA is not required at this time. The involvement of offenders in all programmes that are delivered by NOMS are monitored on a monthly basis. The service can only be available to those offenders that are held within each establishment. The specification that we are producing specifically states that the service is available to all offenders held within the two establishments

regardless of their individual characteristic. It will be a requirement of the contract that the provider organisation will embed equality of access to services and meet the diverse needs within the client cohort through the provision delivered.

I would suggest that when the new provider is in place and the service is fully operational equality data should be part of the performance monitoring of the contract.

Signed (completing Officer/Manager): ...Chris Randall.....

Date: 9th Jan 2012

Signed (Line Manager): ...Chris Kelly.....

Date: ...9th Jan 2012