

## 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:	ACS, Joint Commissioning Unit
1.2	Title or brief description of the policy being screened:	Establishment of Physical Disability Consultative Group
1.3	Screening by:	Sue Rollauer
1.4	Date of screening:	1 December 2010
1.5	Related policies/functions:	<i>Are there related policies which may require an EIA of their own?</i> No
1.6	To which section of the Directorate or Corporate "business/service plan" does this relate?	<i>Where does your policy fit in with strategic plans for your area?</i> ACS, Joint Commissioning Unit
1.7	Is this a new or existing policy?	<i>Dependent if the policy is new or old may pave the route for the EIA process.</i> This new group has been formed as a sub-group of the PDSI Partnership

		Board.
1.8	Does the policy affect service users, employees, the wider community, or a combination of these?	<i>These groups could be affected in either a positive or a negative way.</i> The group will involve a combination of those.
1.9	What is the policy seeking to achieve?	The Consultative Group will help to inform and deliver the PD Strategy.
1.10	What are the planned outcomes for this policy?	<p><i>What do you hope this policy will do/deliver?</i></p> <ul style="list-style-type: none"> <li>• Shaping the strategy for commissioning of Physical Disability services.</li> <li>• Identifying service development proposals and realistic and effective joint commissioning plans to implement them.</li> <li>• Working up proposals for action and investment through joint commissioning arrangements, and passing them via the Joint Commissioning And Finance Group (who will shape and cost them in detailed joint commissioning plans) to the Joint Commissioning Group, who will consider their inclusion in the Joint programme, and commend them to the Partners for approval.</li> <li>• Considering, advising on, and adding value to detailed proposals for implementation of agreed priorities within joint commissioning plans.</li> <li>• Provide representative(s) to report through agreed arrangements to the (quarterly) meetings of the HSCP, and attend periodic scheduled detailed discussions at that group about the progress made in the service</li> <li>• Act as a vehicle for engagement and consultation with people with Physical Disabilities</li> </ul>
1.11	Who is formally responsible for the <b>delivery</b> of this policy? If different, who is responsible for <b>leading</b> on the delivery?	<p>Elaine Carolan is leading on delivery.</p> <p>Sue Rollauer is responsible for the delivery until the new Commissioning Lead for PD is in post.</p>
1.12	What (if any) previous consultation has been carried out for this policy? Who was consulted and	The PDSI Partnership Board were consulted and the new PD group reviewed and agreed membership and terms of reference.

	when?	
1.13	Is equality monitoring in place for this policy?	Not applicable.

**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 are of differing age, gender (including gender reassignment), race/ethnicity, religion or belief, sexual orientation and/or who have a disability.

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 belong to the groups listed above?	x		The Group will be inclusive of service users with physical disabilities, including a mix of age, gender, race, religion and sexual orientation. Service Users who have a sensory impairment will have their own consultation group and there is already a consultation process in place for those who have a learning disability.
2.2	Does the policy involve a significant commitment, or reduction, of resources?		x	Resources will continue from the PDSI Partnership Board.
2.3	Does the policy relate to an area where inequalities are known to exist?			The group will look at current services for people with disabilities and highlight any gaps/inequalities and address those in the strategy.

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

Characteristic	Yes	No	Details, including what information you have based your answer on
Age		x	Membership includes a variety of ages.

Disability		x	Membership is PD focused.
Gender (including gender reassignment)		x	Inclusive.
Race		x	Inclusive.
Religion or belief		x	Inclusive.
Sexual orientation		x	Inclusive.

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](#) 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?

<b>Yes</b>	
<b>No</b>	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**

The Group is focusing on developing future service delivery for people with Physical Disabilities. The Group is well represented by service users with a PD and people representing the voluntary sector who work with people with a PD.

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

Date: .....

Signed (Line Manager): .....

Date: .....