

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.

Screening will help to determine the relevance of proposals and decisions to equality, diversity, cohesion and integration and whether an **impact assessment** will be required.

Directorate: Strategy and Resources	Service area: Regional Policy Team LEP Secretariat
Lead person: Martin Green	Contact number: 07712251209

1. Title:
 Is this a:

Strategy
 Policy
 Service
 Function
 Other

Is this:

New/proposed
 **Already exists
and is being reviewed**
 Is changing

(Please tick one of the above)

2. Please provide a brief description of the policy/strategy/ service/function being screened:

- **Main aim**

Procurement exercise to secure the services of a Skills Hub provider to support the delivery of the LEP’s Employer Ownership Pilot Skills Fund

- **Purpose**

The LEP has been awarded (in principle) £17.5m of Employer Ownership Pilot funds from BIS to establish a Skills Fund (£15m) to support SMEs training requirements. A Skills Hub will also be established to manage the interactions with business and to make applications to the Fund on a 50:50 co-financed basis.

The LEP led Management Board established to oversee the project has agreed to procure a service provider to fulfil the functions of the Skills Hub. This procurement exercise will lead to a contract being let for 3 years in the first instance with an

approximate value of £2m.

3. Relevance to equality, diversity, cohesion and integration

please tick the appropriate boxes

Question	Your answer
Does your strategy, policy, service or function affect service users, employees or the wider community?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your proposals relate to areas where there are known inequalities? (for example disabled peoples access to public transport, the gender pay gap, racist or homophobic bullying in schools, educational attainment of Gypsies and Travellers)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>If you have answered yes to either of the above go to question 4</p> <p>If you have answered no to either of the above go to decision 3 in question 5</p>	

4. Considering equality, diversity, cohesion and integration

Are you including equality, diversity, cohesion and integration as part of considerations within your future planning. (you need to consider age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>If yes please provide details</p> <p>The Skills Hub provider will be required to demonstrate their equality, diversity, cohesion and integration credentials as an organisation via the tender process and</p>	

pre-qualification routes. These elements will be assessed by the Council's Equality experts. In addition, the Skills Hub will be required to provide ongoing performance information in this regard including information relating to participants who have declared themselves under the protected characteristics.

5. Screening decision

Decision 1 – need to complete an equality, diversity, cohesion and integration impact assessment...

...if you have answered **yes** to either or both questions in 3 and **no** to question 4 you will need to complete an equality, diversity, cohesion and integration impact assessment.

When will you complete the impact assessment?

Date:

Who will lead the impact assessment?

Name and job title:

Decision 2 – do not need to complete an equality, diversity, cohesion and integration impact assessment...

...if you have answered **yes** either or both questions in 3 and **yes** to question 4 you do not need to complete an impact assessment.

Decision 3 – do not need to complete an equality, diversity, cohesion and integration impact assessment...

...if you have answered **no** to either or both questions in 3

Please provide details

Date screening completed

April 2014