

Equality, Diversity, Cohesion and Integration Screening



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: Environment & Housing	Service area: Housing Leeds Tenant Involvement
Lead person: Lorna Bustard	Contact number:

1. Title: Extension of Partnership Agreement between Leeds Tenant Federation and Leeds City Council.

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

Extension of partnership agreement between LCC and LTF.

Leeds Tenants Federation has been providing a service as set out in the agreement for the period 2012 to 2013 LCC are extending this agreement.

LTF have provided services in order to meet the Council's requirements called hereafter 'the Services'. These are:

- Represent Leeds tenants and residents at a strategic level in city-wide and regional decision-making ;
- Support the tenants and residents of Leeds to participate in decisions about their homes and communities; and
- Promote best practice in resident involvement across housing tenures.

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. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		x
Have there been or likely to be any public concerns about the policy or proposal?	x	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	x	
Could the proposal affect our workforce or employment practices?	x	
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	x	

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).

• **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)

LTF will provide the following services in order to meet the Council's requirements called hereafter 'the Services'. These are:

- Represent Leeds tenants and residents at a strategic level in city-wide and regional decision-making ;
- Support the tenants and residents of Leeds to participate in decisions about their homes and communities; and
- Promote best practice in resident involvement across housing tenures.

The services will be published widely throughout the council and Housing Leeds to all tenant and resident group in Leeds.

The council will monitor performance by requesting quarterly monitoring returns; Annual performance report will be completed by LTF and will include information on performance against the agreed objectives for funding and financial information.

Appropriate policies Equality and Diversity, Safeguarding Adults and Children, Complaints will be in place and these policies must meet all legislative and good practice requirements. They will be provided to the Council if requested.

Develop a service and delivery plan that will meet the "Services" as agreed with the council.

There could be public concerns if the tenants are not consulted in regards to the partnership agreement.

The agreement could affect the workforce as changes are made to number of employees etc

The partnership agreement has a positive impact on the public sector equality duty.

• **Key findings**

(think about any potential positive and negative impact on different equality 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)

Positive impact:

- Tenants and residents groups across Leeds are represented and supported to participate in decision about their homes and communities.
- Best practice is shared across all social landlords in Leeds ie LTF developed module policy on safeguarding for TRA's.
- Tenants are supported to campaign for improvements in their neighbourhoods.

Negative Impact

There is no service and delivery plan this will need to be developed to meet the "Services" as set out and agreed with the council.

9.0 Performance Monitoring –set diversity targets to ensure the monitoring of diversity by protected characteristics..

13.0 Access to council IT systems confidentiality concerns need to ensure that all users take data protection training.

5.4 Monitoring and user feedback should include all the protected characteristics to identify diversity trends.

• Actions

(think about how you will promote positive impact and remove/ reduce negative impact)

Publicise services that are offered by LTF to tenants and residents in Leeds via website, social media, newsletter ,promote to tenants & residents groups, local community groups, and work in partnership community Involvement team.

The partnership agreement with LTF has a positive impact on the public sector equality duty and will address the following :

- Eliminating unlawful discrimination, victimisation and harassment
- Advancing equality of opportunity
- Fostering good relations

5.4 Monitoring forms should include all protected characteristics and need to be adapted to capture this information which will inform diverse trends.

13.0 ensure that all users of the IT system complete Data Protection Training.

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
Date screening completed		

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: