

# 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.

<b>Directorate:</b> Environment & Housing	<b>Service area:</b> Belle Isle TMO
<b>Lead person:</b> Ian Parker	<b>Contact number:</b> 0113 37 82177

**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**

---

This screening exercise is to consider the impact of the procurement exercise associated with the Gas Servicing, Maintenance and Installation with regards to equality, diversity, cohesion and integration. Although the Procurement function will not directly involve input from the residents of Belle Isle direct, consultation has taken place with both tenants and the full Board to understand how the work stream related to this exercise will impact upon the stakeholders and service users. Primarily it will ensure that those tenants who access the current services are not disadvantaged by proposals, with regards to overall contract specification detail, or any changes resulting from a change of contractor as a result of this exercise.

### 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 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
Is there an existing or likely differential impact for the different equality characteristics?		×
Have there been or likely to be any public concerns about the policy or proposal?	×	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	×	
Could the proposal affect our workforce or employment practices?		×
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"><li>• Eliminating unlawful discrimination, victimisation and harassment</li><li>• Advancing equality of opportunity</li><li>• Fostering good relations</li></ul>		×

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)

It is not anticipated that there will be any impact on equality, diversity, cohesion and integration as a result of this exercise and the contract award that will follow, with regards to the Gas Service, Maintenance and Installation work stream. The existing policies and procedures relating to this work will be incorporated within the new contract specification and the contractor who is awarded the contract will adhere to them strictly.

Furthermore, after extensive consultation with Belle Isle Tenant Management Board (all elected members are current tenants along with two co-opted Leeds City Councillors) it was determined that the service and inspection element is governed by the fact that there is an obligation as a Landlord to comply with statutory regulations in relation to GSIUR 1998<sup>1</sup> and installation requirements are based upon pre-determined criteria i.e. the need to replace systems/appliances beyond economical repair rather than any direct assessment of the tenants themselves.

Consultation has also allowed us to consider the fact that some tenants may feel possible anxiety towards a change of contractor as a result of the procurement process.

Because of this all tenants will receive comprehensive communications regarding any changes during contract mobilisation and Belle Isle TMO will continue with standard performance monitoring throughout the duration of the contract.

• **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)

No impact anticipated.

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

Positive impacts have been considered and discussed with the view to the contract directing a focus on certain specific outcomes in terms of the possibility of engaging localised labour and work experience for young adults connected with the South Leeds Academy.

<sup>1</sup>GSIUR 1998 - The Gas Safety (Installation and Use) Regulations 1998  
EDCI Screening

**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
Ian Parker	M&E Project Manager	4 <sup>th</sup> February 2014

**7. Publishing**

This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.

If this screening relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** screening's should be sent to [equalityteam@leeds.gov.uk](mailto:equalityteam@leeds.gov.uk). For record keeping purposes it will be kept on file (but not published).

<b>Date screening completed</b>	
---------------------------------	--

31 <sup>st</sup> January 2014
-------------------------------

If relates to a Key Decision - <b>date sent to Corporate Governance</b>	
---	--

28 <sup>th</sup> February 2014
--------------------------------

Any other decision – <b>date sent to Equality Team (equalityteam@leeds.gov.uk)</b>	
--	--