

# 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: Environment and Housing</b>	<b>Service area: Property and Contracts</b>
<b>Lead person: Robert Munden</b>	<b>Contact number: 07891 272418</b>

### 1. Title: Installation of fire doors to 250 leaseholder properties across various locations in the ENE area of Leeds

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

The proposals are to award the contract for the installation of the new fire doors to leaseholder flats across various locations in the east north east of the city

### 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).		
<b>Questions</b>	<b>Yes</b>	<b>No</b>
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"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>	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)

##### Leaseholders

This proposal will primarily affect all the leaseholders living within LCC low, medium and high rise flats in the east of Leeds, but will also safeguard the council residents in the unfortunate event of a fire

Leaseholders have been provided with notifications of the proposed works and there have been no objections received to date. General information on the scope of the work has been provided to leaseholders as part of the communication materials.

A further update communication to both the leaseholders will be prepared once the contract award decision has been completed and detailed surveys of leasehold properties will be undertaken to take into account any individual requirements around access arrangements

The Council's Procurement Strategy and Tendering processes take into account the equality, diversity, cohesion and integration requirements.

- **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)

This project has a potential positive impact upon the safety of both council tenants and leaseholders living within the same accommodation through fitting new high security fire doors. The proposals contained within the report will contribute to providing a much safer environment for all residents living within the various locations.

- **Actions**

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

The proposals include the fitting of new doors to the leaseholder flats, which will provide the leaseholders with a greater personal security in terms of fire safety and preventing unauthorised entry into their homes.

The refurbishment works will also meet the requirements of the West Yorkshire Fire Safety Concordat.

Positive impacts of the provision of an onsite customer relations officer during the works will provide clear communication lines and proactive management of customer contact and queries. The scheme will also aim to meet individual leaseholder requirements identified in relation to the access to their properties for example by fitting assisted opening, specialist door furniture etc.

**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
Robert Munden	Planned Works Project Manager	19/11/2014

## 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](mailto: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 <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent: 19/11/2014
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: