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: Environments and Housing	Service area: Housing Leeds
Lead person: Patrick Gibbons	Contact number: 07891 272407

1. Title: Procurement of the Passive Fire Protection (Fire Stopping) Project			
Is this a:			
Strategy / Policy	Service / Function	Other	
If other, please specify			

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

The screening assessment is in relation to The Director of Environments and Housing is requested to approve the award of two contractors Total Fire Safety Ltd and Gunite (Eastern) Ltd. A robust procurement exercise has been undertaken by Housing Leeds, in conjunction with the Public Private Partnerships and Procurement Unit (PPPU/PU), to appoint two contractors to undertake Passive Fire Protection (Fire Stopping) works within Housing Leeds Multi Storey Blocks / Sheltered Housing Complexes and Low Rise accommodation thought out the regions of Leeds.

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

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).

A) 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 – see Ai below) with those likely to be affected)

Yes

No

Ai) Is the consultation /engagement listed on Talking Point?

B) 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)

C) Actions

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

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				
Type of Decision being as	sessed			
Please tick as appropriate				
Key (Incurring expenditure or making savings over £250,000 each year and or outcome will have significant effect on communities ling in an area comprising two or more wards)				
Major (incurring expenditure or making savings over £100,000 per year) X			х	
Significant Other (as Delegated Decision Making definition set out in Pt 3 of Constitution) X			Х	
Administrative (not in conflict with approved policies and do not raise new issues of policy X			Х	
Name	Job title	Date		
Patrick Gibbons	Senior Fire Safety Officer	17 th November 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.

Date screening completed	17 th November 2014
Date sent to Equality Team	
Date published	
(To be completed by the Equality Team)	