

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 and Housing | Service area: Property and Contracts |
| Lead person: Nesreen Lowson | Contact number: 07891 275039 |

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

The decision to extend the existing LCC framework for “The Manufacture, Supply and Installation of new Passenger Lifts, Stair Lifts and Through Floor Lifts” from 1 December 2015 to 30 October 2016. (LCC 22103)

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? | | 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)

Extending the contract will have a positive impact by allowing continual provision of the service. Not extending the contract will have a detrimental impact on the service and reduce equality of opportunity and access for impacted service users. There may also be health and safety risks involving service users safely accessing their homes.

- **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)

The approval to extend the framework will provide continuity of access for service users to remain independent in their homes in terms of the provision of specialist lifts. There are also positive impacts of removing potential environmental barriers of access from within and to their homes by having contractual provision to enable the renewal and installation of passenger and specialist lifts until a new contract is procured and put in place by October 2016.

- **Actions**

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

Implementing the framework contract extension will have a positive impact on service users requiring this service and will enhance their homes' accessibility.

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 |
|---------------|--|------------|
| Adam Crampton | Mechanical and Electrical Services Manager | 07/10/2015 |

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** screenings should be sent to equalityteam@leeds.gov.uk. For record

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| keeping purposes it will be kept on file (but not published). | |
| Date screening completed | 07/10/2015 |
| If relates to a Key Decision - date sent to Corporate Governance | |
| Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk) | |