

## 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: Public Health</b>	<b>Service area: Strategy and Commissioning</b>
<b>Lead person: Veena Kumar</b>	<b>Contact number: 247 6199</b>

**1. Title:** Request approval under Contracts' Procedure Rule 21 to enter into a 6 month extension period to the existing 4 (x6) month contract for the Supply and Management of Furnished Temporary Accommodation Service.

Is this a:

Strategy / Policy

Service / Function

Other

**If other, please specify**

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

A Framework Contract is currently in place for the Supply and Management of Furnished Temporary Accommodation (TA) Services. This contract is commissioned and managed by Environment and Housing, Strategy and Commissioning Service. The initial contract period will expire on the 30<sup>th</sup> September 2016.

Placements to temporary accommodation within this contract for homeless households are made by Environment and Housing via the Leeds Housing Options Team, Children's Services and Adult Social Care

The Housing Act 1996 part VII (as amended by the 2002 Homelessness Act)

requires all councils to ensure that interim accommodation is available to homeless households seeking assistance under the homeless legislation and, if a statutory homeless duty is accepted, that provision of temporary accommodation must continue until the homeless household is offered either a secure tenancy, or assured tenancy; or agrees to take an assured short hold tenancy.

During 2015 there has been a steady decrease in the number of units being utilised under this contract but at present the Council still requires access to Temporary Accommodation.

Key outcomes from the housing related support review which commenced in January 2015 are currently being implemented by Strategy and Commissioning and is due to be completed in 2017. This review has been undertaken with key stakeholders including service users in order to assess future need and demand and to inform the commissioning of an effective model that is holistic, flexible and responsive.

The decision to extend this contract will ensure the continuation of an existing service and will not introduce a new service or decommission an existing service.

The service specification contains clear requirements to ensure the provider has Equality policies and procedures in place and a responsive service is delivered to all equality groups. To date RD Willis has provided a good quality accessible service.

### 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> </ul>		✓



**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 assessed**

Please tick as appropriate

**Key** (Incurring expenditure or making savings over £250,000 each year and or outcome will have significant effect on communities living in an area comprising two or more wards)

**Major** (incurring expenditure or making savings over £100,000 per year)

**Significant Other** (as Delegated Decision Making definition set out in Pt 3 of Constitution)

**Administrative** (not in conflict with approved policies and do not raise new issues of policy)

Name	Job title	Date
Julie Staton	Head of Commissioning	12 <sup>th</sup> September 2016

**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

Date sent to Equality Team

Date published

(To be completed by the Equality Team)