

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: Communities and Environment	Service area: Parks and Countryside
Lead person: Sam Sole	Contact number: 378 6002

1. Title:

Request to waive contract procedure rules in respect of the procurement of power and distribution services at the Leeds Black Music Festival and Carnival events

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

Leeds City Council has hosted the Leeds Black Music Festival and West Indian Carnival events over the August Bank Holiday for nearly 50 years. Approximately 10,000 people attend the music event, and around 100,000 come to watch the West Indian Carnival, from a broad range of ethnic backgrounds. Events of this size require rigorous partnership planning between the council, emergency services, and the local community, and power and distribution arrangements are an important part of this process. Leeds City Council has worked with FTS Event Power Ltd for a number of years to provide services for these events, and have found that the company is able to successfully handle any issues with due cultural sensitivity. The decision requests such a waiver with respect to the procurement of power and distribution for the Leeds Black Music Festival and Carnival events held over the August Bank Holiday weekend, in order to ensure that the events are managed safely in the interests of the local and wider community.

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)

The decision is to appoint FTS Event Power Ltd to provide services at the Black Music Festival and West Indian Carnival via a waiver of procurement procedures. Leeds City Council has worked with FTS Event Power Ltd for a number of years to provide services for these events, and have found that the company is able to successfully handle these issues with due cultural sensitivity. They have been integral in the preparation of the power strategy and developed significant operational knowledge and local insight into the event, which in turn has resulted in the events running smoothly in previous years. FTS Event Power Ltd employ operatives who have gained the respect of the local community, stall holders and contractors this being an important consideration for the management of these events which attract at times a boisterous and energetic mix. The selection of the appropriate power and distribution provider is essential to the successful running of these events in a manner which would maintain community cohesion and harmony, while ensuring that the event runs smoothly both within the park and out on the route of the carnival. For the above reasons it is considered that it would be extremely difficult to procure an alternative power and distribution provider of the same calibre, expertise and experience which gained the respect of the local community, stall holders and contractors. Additionally the council gains assurance by using a supplier successfully utilised in the past with a tried and tested service and expertise in maintaining robust control of events.

- **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)

If the decision is not implemented then the event is at significant risk of disruption, or potential cancellation as it would be extremely difficult to procure effective alternative power and distribution services that have the trust and confidence of the community.

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

Implement the decision and power plan using FTS Event Power Ltd.

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
Mike Kinnaird	Development Manager	19 th June 2017

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. For record keeping purposes it will be kept on file (but not published).

Date screening completed	
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	