

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: Resources and Housing | Service area: Housing Leeds – Housing Management |
| Lead person: Kevin Bruce | Contact number: 3782430 |

1. Title: Recruitment of Housing Apprentices

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify

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

Recruitment of three Housing Assistant Apprentices and two Sheltered Housing Apprentices.

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).

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)

The recruitment of five Housing Apprentices will assist in addressing the age profile of existing Housing Management staff which shows an aging workforce.

While apprenticeships are not restricted by age, they tend to be popular with younger people. With limited opportunities for younger people these posts would offer younger people the opportunity to secure a first job within the council. This would provide benefits in term of equality, succession planning, making the workforce representative of the community, and bringing new ideas and approaches into the service.

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

Yes

No If no, please give reason

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)

This proposal will positively impact on households by enabling further support for those tenants in sheltered accommodation.

C) Actions

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

Measure the effectiveness of this measure by:

The number of apprentices subsequently employed on a permanent basis

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

Jill Wildman

Chief Housing Officer –
Housing Management

06/11/2017

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.

Date screening completed

Date sent to Equality Team

Date published

(To be completed by the Equality Team)