

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 & Communities	Service area: Waste Management
Lead person: Matthew Birkett	Contact number: 37(86148)

1. Title: Waiver for the purchase of Bin Enclosures

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

A waiver for the purchase of bin enclosures to tackle collection and environmental issues in 2 locations

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)

Yes. At this stage we are just beginning a trial to gather information that will include how these items can benefit communities, this will include factors such as cohesion and integration.

- **Key findings**

The procurement process has opportunities for bringing about benefits in terms of raising the perception of the Council, improving the lives of people in Leeds, and community cohesion.

- **Actions**

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

If the trial indicates a procurement would be of benefit we will include specific clauses within tender documents to try to ensure that bidders detail aspects of social responsibility and value, employment and skills opportunities, community benefits and communication. Specifically:

- The nature of the contract contributes to the city’s overall recycling performance and contributes towards a cleaner, greener and more pleasant place to live.
- Consideration will be given to how and when we will engage with various stakeholders.
- The advertisement of the contract and the way in which it is scoped will facilitate the inclusion of SME’s.
- There is a relatively low chance of significant new job opportunities however bidders will be required to identify where this is possible within their bid and to also identify where employment could particularly enhance the opportunities of vulnerable adults and social enterprise organisations.
- There is a requirement for contractors to operate their site with due regard to amenity impact and to ensure compliance with statutory legislation and enforcement in this regard.
- Bidders will be required to submit details of where their proposals could offer support for local environmental campaigns, community events and awareness raising activities relating to waste strategy, recycling, improving material quality, environmental benefits, other environmental issues or local community improvements.

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
Matthew Birkett	Service Manager	6 th July 2018

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)	