

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 medical services at relevant events in 2018 & 2019

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 host a number of world class events throughout the city every year attended by thousands of people from a broad range of backgrounds. Events of this size require rigorous partnership planning between the council, emergency services, and the local community, and medical services are an important part of this process. Leeds City Council has worked with Site-Rescue at events for a number of years, and have found that the company is able to employ operatives who have earned the respect of our partner organisations and the wider community, this being an important consideration for the management of these events which attract at times a boisterous and energetic audience. The decision requests such a waiver with respect to the procurement of medical services at relevant events in 2018 & 2019, 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 Site-Rescue to provide medical services at relevant events in 2018 & 2019 via a waiver of procurement procedures. Leeds City Council has worked with the organisation previously to provide medical services for events, and have found that the company is able to employ operatives who have earned the respect of our partners and the broader community, this being an important consideration for the management of these events which attract at times a boisterous and energetic audience. They have been integral in the preparation of the overall event strategy and developed significant operational knowledge and local insight into previous events, which in turn has resulted in these running smoothly in previous years. The selection of the appropriate provider is essential to the successful running of these events in a manner which would maintain and enhance community cohesion and harmony. For the above reasons it is considered that it would be extremely difficult to procure an alternative provider of the same caliber, expertise and experience which command the respect of the local community, WY Police and the Safety Advisory Group. Additionally the council gains assurance by using a supplier successfully utilised in the past with a tried and tested service and understanding of these particular events and the impact of the local communities in the area.

- **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 services.

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

Implement the decision and event plan for power & distribution services.

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:	
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Date to complete your impact assessment	
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Lead person for your impact assessment (Include name and job title)	
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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	11 th October 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	
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If relates to a Key Decision - date sent to Corporate Governance	
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Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	
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