

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 or has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: Civic Enterprise Leeds	Service area: Fleet Services
Lead person: Terence Pycroft	Contact number: 0113 378 1440

1. Title: Fleet Replacement and Charging Infrastructure

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

A procurement exercise to identify a framework of suppliers of alternative fuelled vehicles (electric and compressed natural gas [CNG]) and to deliver an infrastructure of electric vehicle charging points across the councils' estate.

The procurement exercise will identify a number of suppliers who will work with the council to deliver approximately 800 vehicles to ensure that its fleet will be compliant with the Clean Air Zone that is being introduced in Leeds from January 2020.

To ensure the fleet are able to operate using these new technologies an infrastructure of fuelling points needs to be procured and implemented. The procurement exercise will also look to identify a supplier of electric vehicle charging points. The development of a dedicated CNG refuelling station is being delivered as part of a separate project.

The procurement exercise will also include an element of innovation to allow the council and the successful tenderer to identify new technologies moving forward and how these can be utilised within the council to deliver more efficiencies.

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies and policies, service and functions affect service users, employees or the wider community – city wide or more local. These will also have a greater or 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. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

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"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		✓

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)

Drivers are supported as part of the vehicle handover; as a driver changes from their existing vehicle or begins their employment, if they are a new starter, a full driver assessment is undertaken by the Vehicle Safety and Compliance Unit.

- **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)

Changing from one type of vehicle to another or starting employment as a driver for LCC could present issues for drivers with different experience and varied driving practices.

Drivers, officers and visitors to depots and LCC sites with reduced hearing or a visual impairment could find it harder to identify an approaching alternative fuelled vehicle as Electric Vehicles (EVs) in particular have significantly reduced running noise compared to an internal combustion engine. The audible noise is associated with the sound of the vehicle on the road rather than the noise of an approaching engine.

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

The driver assessment includes all aspects of the vehicle; daily walk-through checks, how to correctly and safely re-fuel/ charge the vehicle, awareness of trip hazards with regard to charging cables, full driving assessment including skill of driving an automatic vehicle (Electric Vehicles are fully automatic), operation of lifts (passenger/ welfare vehicles) or other specialist equipment on-board the vehicle.

Drivers, officers and visitors to depots and LCC sites are all made aware of the safety aspects of vehicles (including EV and CNG vehicles) driving around sites. Drivers are made aware of the additional safety responsibility they have with regard to their vehicle as the noise is that of the vehicle on the road rather than the engine noise.

The training and support programme has been in place for some time and to date there have been no additional issues raised by the workforce that is not already covered.

The only consideration has been operational as re-fuelling with CNG takes longer than conventional diesel re-fuelling however this been addressed through the planning and organisation of jobs.

The relevance and impact will continue to be considered and any feedback from the workforce continually incorporated into driver training and assessments.

Making the transition to alternative fuel vehicles brings with it improvements in air quality for staff and the public with respiratory conditions.

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
Terence Pycroft	Head of Fleet Services	
Date screening completed		5 th December 2017

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: