

# 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.

<b>Directorate:</b> Resources and Housing	<b>Service area:</b> Housing, Strategy & Investment
<b>Lead person:</b> Paul Rounding	<b>Contact number:</b> 0113 3781196

**1. Title:** Approval to appoint external consultants for technical advisory services for housing high rise District Heating Clusters

Is this a:

**Strategy / Policy**

**Service / Function**

**Other**

**If other, please specify**

A procurement. The award of a stage 2 technical advisory services contract following the successful delivery of stage 1 technical advisory services.

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

Specialist technical advisory services are required to develop and deliver the District Heating Clusters project to build district heating energy systems for 26 high rise blocks in Leeds; authority to procure these specialist technical advisory services is requested from the Director of Housing and Resources.

In 2018, stage 1 specialist technical advisory services were competitively procured as part of a two stage tender process under YORconsult. Due diligence was carried out with our Internal Service Providers and the services required for this project were declined citing a skills gap.

This EDCI screening is for the stage 2 of the technical advisory services contract required to develop the District Heating Clusters project. These services are expected to

deliver:

- Development of performance specifications and technical advice on tender and contract documentation, and evaluation approach criteria;
- Support the development of energy system innovation which provides locally generated low-cost, low carbon energy homes via district heating networks;
- Support during stage 1 procurement activity related to technical queries and advice on bidder responses to support evaluation;
- Support during three batches of stage 2 tender activity, linked to the development of design proposals by the contractor and their review;
- Post contract technical advice during three batches of construction activity to support the council during the design and build of the clusters themselves, including reporting from site visits every two weeks.

A full Equality, Diversity, Cohesion and Integration assessment is planned on the whole District Heating Clusters project, this assessment is expected to start shortly. This assessment will identify the project-level considerations whilst making specific recommendations for project engagement and consultation, procurement evaluations and construction contracts.

### 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?		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"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>		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)

Housing has considered the EDCI requirements of this contract and determined that there are no implications to any equality characteristics given that this contract solely supports the wider project's technical specifications.

Housing gather and maintain equality monitoring insight information, provided by residents, in relation to the equality characteristics of residents. It also gathers information about customer satisfaction with works delivered, and complaints.

The District Heating Clusters project will undergo a full EDCI assessment, this assessment will start shortly (February / March 2020). This assessment will examine the full scope of the planned works and determine Leeds City Council's tenants and leaseholder requirements across all the equality characteristics.

- **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)

Housing has considered both positive and negative impact upon different equality characteristics and determined that there are no implications or resulting actions required given that this contract focuses solely on project technical specifications.

Housing has considered both positive and negative impacts on the range of equality characteristics through the award of this contract. We have determined there are no notable implications, as this contract pertains to the development of the District Heating Clusters project's technical specifications only.

The District Heating Clusters project will undergo a full EDCI assessment. This assessment will examine both negative and positive impacts on different equality characteristics and outline resulting actions, where applicable.

Housing gather and maintain equality monitoring insight information, provided by residents, in relation to the equality characteristics of residents. It also gathers information about customer satisfaction with works delivered, and complaints.

• **Actions**

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

Housing has concluded that there are no actions required for this contract given that there are no notable implications.

Housing will continually review the contractor’s performance and activity schedule to evaluate potential impacts throughout the contract’s delivery.

The District Heating Clusters project will undergo a full EDCI assessment, starting shortly. This assessment will culminate in an agreed action plan which will outline a task management approach to promoting positive impact and managing negative impacts to Leeds City Council’s tenants and leaseholders, or any other stakeholders identified within the project’s scope.

**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:	March 2020 for main scheme.
Date to complete your impact assessment	tbc
Lead person for your impact assessment (Include name and job title)	Paul Rounding, Planned Works Team Leader

**6. Governance, ownership and approval**

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Jon Andrews	Capital Programme Manager	24 February 2020
<b>Date screening completed</b>		15 January 2020

**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](mailto: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 <b>Governance Services</b>	Date sent: not applicable
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent: February 2020
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: not applicable