

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 & Housing	Service area: Housing Leeds, Strategy & Investment
Lead person: Jon Andrews	Contact number: 07712 215525

1. Title:	Re-roofing and Associated Works Framework to housing stock and associated buildings to be in place for April 2021		
Is this a:	<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function	<input type="checkbox"/> Other
If other, please specify:			

2. Please provide a brief description of what you are screening
<p>The objectives of the project are to:</p> <p>The existing framework has delivered more than a thousand new roofs across the city in the first 2 years and the 3rd year it is anticipated that a similar number of properties will be reroofed. The delivered works has covered a multitude of roof types from standard 3 bed houses to large complex roofs on listed properties. Customer satisfaction scores achieved 95%. This framework is being procured to operate in the same way with four contractors being appointed and mini competitions being held each year to award a contract to the two that are most competitive.</p> <ul style="list-style-type: none"> • maintain the quality and safety of council homes for our residents through planned works, making sure we have contractors in place to deliver these; • review required standards for planned works, improving them where appropriate and value for money;

- have a city wide approach, in line with our city wide Housing Services rather than different approaches by area;
- create a mixed economy of multiple contractors, where SMEs are not excluded from bidding for some of the work;
- engage and consult with our internal service provider (LBS) and use them in preference to external procurement of services, in line with council Contracts Procedure Rules;
- achieve greater value for money by reducing unit costs;
- achieve wider social value from new arrangements, including to help support communities and tackle poverty;
- enable robust performance and contract management of contractor delivery; and
- have all arrangements in place for use for planned works activity from 1 April 2021.

This screening document also considers activity outside of the project – in particular the service delivery to the end of the new contracts.

The value of the works to be delivered is approximately £3.5m per year for external contractors and internal providers combined. Of this total, £2.5m per year is planned to be delivered by external contractors, and £1m by the internal service provider Leeds Building Services (LBS).

The procurement strategy and contracting arrangements will establish robust and consistent service and contract management processes that continue to provide efficiencies and a high quality service to tenants.

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. 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 	✓	

<ul style="list-style-type: none"> • Fostering good relations 		
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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).

- Planned works are undertaken for all council tenants and leaseholders in the city, regardless of their location, or any protected characteristics.
- Re-Roofing considers how contracts and services are procured to deliver planned maintenance and investment works on council housing stock across the city. Areas of investment and maintenance are identified through reviewing stock condition data.
- 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.

- **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)

Work to procure a framework of contractors to undertake re-roofing should not impact differentially on different equality characteristics, or benefit some groups of residents compared to others.

Positive Impacts

- LCC staff and contractors do undertake measures to accommodate disabilities, and enable works to be undertaken. Examples include, provision of temporary welfare services in the affected site if required.
- Housing Leeds undertakes customer satisfaction surveys following the completion of works undertaken. The results of this are considered as part of service improvement.
- The works help to maintain the quality and safety of council homes for all residents with equality and diversity characteristics not taken into account when prioritising stock improvements.
- Re-roofing works should reduce the need for maintenance and repairs on roofing stock benefitting from these improvement works.

Negative impacts

- Residents may become unsettled if they are required to use temporary welfare services during the construction works.
- Planned works on site may cause some noise pollution, dust and debris, a temporary reduction of green space, and skips visible for waste management; these could result in resident complaints.
- Public rights of way near to the sites may have to be temporarily deviated to a safer route.
- Residents may need extra support and specific communication in order to understand how the works will directly affect them.

• **Actions**

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

- Establishing and maintaining a communications strategy with contractors which meets the needs of the council, and the residents of each construction site.
- Communication needs for the residents will be considered and can be adapted according to any particular needs the individual resident may have i.e. communications can be provided in different languages.
- Ensuring local ward members are aware of activities in their area.
- Carrying out due diligence prior the commencement of any planned works; to minimise resident disruption, and maintain safety standards.
- Operating with openness and transparency in their methods for maintaining safe standards of work.
- Requiring LCC contractors to work with Housing Leeds to provide temporary welfare services for residents where appropriate.

In addition, Leeds City Council will:

- Work with partners including West Yorkshire Police and West Yorkshire Fire Service, to ensure that community safety and security is maintained.
- Offer increased support to the residents negatively affected by any construction works.

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
Nahim Ruhi-Khan	Head of Strategy and Investment	

Date screening completed	
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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: