

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: Adults & Health	Service area: Telecare
Lead person: Katie Cunningham	Contact number: 3783264

1. Title: Request to use the current telecare services framework agreement to directly enter into new call-off contracts under the framework agreement DN406243 for The Supply of Telecare Equipment commencing 1st September 2020 for 12 months

Is this a:

- Strategy / Policy**
 Service / Function
 Other

If other, please specify: Financial

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

Leeds City Council currently have a framework agreement in place with 9 providers appointed for the supply of telecare equipment. The current contract expires 31 August 2020. The framework agreement is used by the Leeds Tele Care service, which is part of Leeds City Council.

On the 25 March 2020 the Director of Adults and Health approved the authority to undertake a procurement exercise in accordance with Contracts Procedure Rule (CPR) 3.1.6 to procure a 2 year framework agreement for the supply of telecare equipment to commence 1st September 2020 until 31st August 2022 with an option for the Council to extend up to a further period of 24 months.

The current Covid-19 pandemic has resulted in an unprecedented situation which has significantly impacted on the procurement timetable and the inoperability of the market to undertake a competitive procurement exercise as a result of measures imposed by the UK Government to contain the spread of Covid – 19 which has impacted on the lack of capacity in

the market. In addition the Council would be unable to conduct a transparent procurement process with regard to tender evaluation, specifically the product sampling which requires face to face demonstrations and product evaluation due to the current social distancing measures.

The telecare service provides a range of telecare equipment to disabled adults, older people and children within Leeds. Directly calling off new contracts under the current framework agreement is required due to the genuine, unforeseeable emergency which now means we are unable to go through a competitive procurement process. Due to the unknown timescales related to the period of restrictions and the vulnerable nature of individuals requiring continued supplies of this essential telecare equipment, it is recommended that new direct call-off contracts be entered into for 12 months with the current providers to allow sufficient time to re-engage the market due to the current lock down restrictions and undertake a competitive procurement exercise with a new start date of 1st September 2021.

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?		No
Have there been or likely to be any public concerns about the policy or proposal?		No
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		No
Could the proposal affect our workforce or employment practices?		No
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 		No

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)

- **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)

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

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
Katie Cunningham	Service Delivery Manager	23 rd June 2020
Date screening completed		2 nd June 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 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: 25th June 2020
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: