

# 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.

<b>Directorate:</b> Adults & Health	<b>Service area:</b> Public Health
<b>Lead person:</b> Leanne Powell – Senior Commissioning Officer	<b>Contact number:</b> 0113 5351246

## 1. Title: Mindful Employer -

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 currently commissions the Mindful Employer service which supports both employers and employees to understand poor mental health in the workplace as well as tackling stigma and discrimination. Mindful Employer is currently delivered by the independent mental health charity Leeds Mind and supports local Leeds based employers and employees.

The current contract commenced on 1st April 2017 for 12 months with a 36 month extension period. The extension period has been utilised and the contract is due to expire on 31st March 2021.

Approval is being requested to vary the existing contract with Leeds Mind for an additional £37,500 for 12 months under Contract Procedure Rule 21.7 and also to enter in to a competitive tender process to procure a new Mindful Employer Service from 1st April 2022 for a 3 year contract period (with an option to extend for a further period of up to 24 months in any combination) at a maximum budget of £37,500 pa (£187,500 for the overall contract period).

The contract variation will ensure that Leeds Mind can continue to deliver the Mindful Employer service for an additional 12 months without disruption and continue to support businesses, organisations, employers and employees with their mental health as well as share key public health messages. The variation will also enable a competitive procurement exercise to be undertaken during the extended contract period and facilitate an appropriate mobilisation period. It will mean that the impact of COVID-19 can be evaluated and the city-wide requirements factored into the new contract to ensure it is fit for purpose and that learning leading out of COVID-19 is properly captured.

### 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?		<b>x</b>
Have there been or likely to be any public concerns about the policy or proposal?		<b>x</b>
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		<b>x</b>
Could the proposal affect our workforce or employment practices?		<b>x</b>
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>		<b>x</b>

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).

- **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:	
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
Catherine Ward	Health Improvement Principal – Public Mental Health Lead	26/11/2020
Date screening completed		26/11/2020

**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](mailto:equalityteam@leeds.gov.uk). For record keeping purposes it will be kept on file (but not published).

For Executive Board or Full Council – sent to <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: