

Equality, Diversity, Cohesion and Integration (EDCI) 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: Resources	Service area: IDS
Lead person: Jon Sidebottom	Contact number: 0113 3785565

1. Title:

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

Following a successful pilot, this screening covers the decision to undertake a replacement programme of hybrid meeting room equipment across Council sites.

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

- The replacement of existing Hybrid technology room solutions could negatively impact staff members, partners or service users who have hearing or visual impairments that join our hybrid meetings making it more difficult for them to engage in hybrid meetings. This impact would be both for those joining the meeting from within a room or joining remotely.
- The Council Disabled Staff Network have been involved in the pilot of this technology to assess any impact.

• **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)

- Improved audio solutions with multiple microphones and speakers in a room improve the sound quality for both remote and in-room participants.
- Improved camera solutions which can track and zoom in on people speaking within the room improves the ability of remote participants to see facial expressions/read body language
- Improved video solutions (multiple screens) in larger rooms allows in-room attendees to better see remote participants on one screen whilst content is shared on the other.
- A pilot of the new solution has been undertaken and members of the Council's Disabled Staff Network have been part of the pilot testing and provided positive feedback on the suitability of the new solution. The DSN have confirmed that the new solution better supports participation in hybrid meetings through having a better view of facial expressions and better sound quality to hear what is being said.

<ul style="list-style-type: none"> • Actions (think about how you will promote positive impact and remove/ reduce negative impact) • Replacement of the older hybrid solution with the new will provide an improved solution which better supports those with audio/visual impairments. • Guidance/training will be developed for all users of the hybrid solution and the DSN will be asked to review and contribute to this to ensure it meets specific needs of those with visual/hearing impairments. This guidance will be available to external attendees at meetings and in accessible formats.

<p>5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.</p>	
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)	

<p>6. Governance, ownership and approval Please state here who has approved the actions and outcomes of the screening</p>		
Name Bev Fisher	Job title Deputy CDIO	Date 5 May 2022
Date screening completed 5 May 2022		

<p>7. Publishing</p> <p>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.</p> <p>A copy of this equality screening should be attached as an appendix to the decision making report:</p> <ul style="list-style-type: none"> • 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
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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: 13 May 2022
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: