

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: Director of Resources	Service area: Sustainable Energy and Air Quality
Lead person: Polly Cook, Chief Officer, Sustainable Energy and Air Quality	Contact number: 0113 37 85845

1. Title: Fire Stopping and Passive Fire Protection Works 2023/24	
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

Fire Risk Prevention works are required across the Council's civic estate to ensure compliance with statutory fires safety legislation.

The objectives of this procurement are to:

- Ensure that the Council complies with statutory fire safety legislation.
- Ensure that the Council's civic estate is provides a safe environment in which to work or visit.
- 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 July 2023.

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

The Council does not currently have provision for the undertaking of Fire Risk Prevention works. On 21st December 2021, a Key Decision was taken by the Director of Resources to approve expenditure of £2m for capital Fire Risk Prevention works on the civic estate. The Internal Service Provider Leeds Building Services (LBS) have confirmed that they are unable to carry out these works with an estimated value of £2m.

The procurement strategy and contracting arrangements will establish a robust and consistent service and contract management processes that continue to provide value for money.

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 		✓
<input type="checkbox"/> Fostering good relations		✓

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).

The works have no direct impact on equality, diversity, cohesion and integration as their purpose is to ensure that the Council meets statutory compliance with Fire Safety legislation.

- **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 Fire Protection Works 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.
- Fire Risk Prevention works will help to maintain the safety of the civic estate for employees and visitors and diversity characteristics are not taken into account when prioritising these works.

Negative impacts

- Planned works on site may cause some noise pollution, dust and debris etc. These could result in temporary inconvenience for employees and visitors.
- Employees 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 council employees and visitors on the civic estate.
- Carrying out due diligence prior the commencement of any planned works; to minimise disruption to employees and visitors.
- Operating with openness and transparency in their methods for maintaining safe standards of work.

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:	n/a
Date to complete your impact assessment	n/a
Lead person for your impact assessment (Include name and job title)	n/a

6. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening		
Name	Job title	Date
Polly Cook	Chief Officer, Sustainable Energy and Air Quality	22 nd March 2023
Date screening completed		22 nd March 2023

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: