

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	Service area: Human Resources
Lead person: Kathryn Denton	Contact number: 2478619

1. Title: 250 Opportunities Program

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

This equality screening is for the proposed 250 opportunities program. This new program aims to offer a suite of work placement opportunities to the citizens of Leeds through both internal and external agencies.

The overall aim of the program is to support the Get Britain Working Agenda along with local drivers of Corporate Social Responsibility and Employment and Skills for the Future. The program also supports the Children and young People Plan aim to reduce the number of NEET young people in Leeds.

As well as supporting the citizens of Leeds, the scheme will also aim to address areas of under-representation across the workforce and be proactive in filling potential skills gaps.

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?		✓
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• 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).

• **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 250 opportunities program comprises of the following schemes:

- YOUth Inspire, aimed at 16-24 year olds
- PATH, aimed at 16-24 year olds living within a high density area of job seekers allowance claimants from a Black and Minority Ethnic (BME) background
- Apprenticeships, open to people without National Vocational Qualification level 4 (degree level)
- Nari-Ekta, aimed at Asian women
- Workchoice, aimed at disabled people aged 18 and over
- Care2Work, aimed at children currently in care of the Local Authority
- School placements, aimed at children within their last 2 years of foundation learning
- National Graduate Program, aimed at recent graduates wishing to pursue a career in public sector management
- General work experience, aimed at all sectors of the community, including carers

Initial analysis has been undertaken by the Human Resources Resourcing Team to identify potential numbers of under represented groups within the workforce through occupational health indicators. This information has been used to develop the number and type of placements needed as a minimum across Directorates.

Consultation has already taken place with the Agencies supplying the schemes and also Trade Unions. All the schemes will be carefully managed to ensure that placements are not used for job substitutions and are recruited to fill genuine gaps.

- **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)

Overall the scheme will provide opportunities for all sectors of the community and will provide an avenue for those that are furthest away from the labour market to gain valuable work experience and thus strengthen the relationship between socially excluded communities and the Council. This scheme is a positive step forward to becoming an employer of choice and supports the vision to become the best Council in the UK.

The schemes will be widely publicised to ensure that all sectors of the community are aware of the opportunities available and how to apply.

The schemes will be carefully monitored to ensure that we are continuing to deliver opportunities to under represented groups as well as future proofing for skills gaps.

Further consideration will be given to reasonable adjustments within the workplace for disabled people.

- **Actions**

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

- Ensure that publicity is varied and wide to capture all sectors of the community
- Ensure that there is a single point of contact within directorates that can manage and monitor the scheme effectively
- Ensure that a robust and consistent monitoring system is in place which continually monitors placements appointed against workforce demographics and the councils targets for equality
- Ensure that reasonable adjustments are considered for disabled people

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
Kathy Denton	HR Officer	12 September 2011

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.

Please send a copy to the Equality Team for publishing

Date screening completed	25 th August 2011
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Date sent to Equality Team	12 September 2011
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Date published	16 th September 2011
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