

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: City Development	Service area: Asset Management
Lead person: Stacey Walton	Contact number: 0113 2243406

1. Title: Kirkgate Market Improvement and Refurbishment

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

The Best Council Plan 2013 – 2017 sets out it's aspiration for promoting sustainable and economic growth and for becoming an efficient and enterprising council.

On 13 March 2013, Executive Board approved the development of scheme design proposals for the improvement and refurbishment of Kirkgate Market to the completion of RIBA Stage D (detailed design)

The design team in developing the scheme proposals to the completion of RIBA Stage D has responded to the commercial requirements of the Council, in that the proposals must reinforce existing business activity in the Market, encourage the growth and development of new businesses, facilitate the expansion of its customer base, as well as protecting and preserving the historic fabric of the Market. Key elements of the scheme proposals include a general programme of essential maintenance and renewal including the replacement of the roof covering to the 1976

and 1981 Halls, upgrade to the sprinkler system, drainage and ventilation works as well as the creation of distinct retail zones , the introduction of a new covered daily market and the provision of a flexible events space and improved signage to help customers find their way around the Market.

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?	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 project and design team have engaged with stakeholders and those who have an interest in the Kirkgate Market design including:

- Executive Member Development and the Economy
- Development Lead Members
- Market Traders
- Market staff
- Local Planning Authority
- English Heritage
- Kirkgate Quarter Stakeholder Hub

On 18th November 2013, all Kirkgate Market traders were invited to an information and engagement meeting which was held in the evening to ensure that trading could continue through the day and to maximise the numbers attending. At this session the traders were presented with the RIBA Stage C design which detailed the works proposed, potential phasing sequence and the potential impact that the works may have on traders and customers. The traders concerns and comments/ design suggestions were noted and where possible incorporated into the design.

In January 2014, during the development of the Stage D design proposals presentations were made to traders in five separate sessions to reflect the geographical area of the market where they were located. The sessions included;

- 13/01/14 Butchers and Block Shops
- 14/01/14 1976 Hall
- 20/01/14 1981 Hall
- 21/01/14 & 03/02/14 Outdoor Market
- 11/02/14 1904 Hall

The engagement sessions with the traders were well attended and dialogue provided feedback to the design team to develop the scheme proposals. For example, the Outdoor market traders expressed concern at the proposal to remove the boundary wall to George Street and, as a consequence, the design team have developed alternative proposals which incorporate the retention of the wall which allows improved visibility of the Outdoor Market from the adjacent Victoria Gate

development. A further session open to all traders was held immediately prior to the release of the Executive Board papers to ensure the information was received by the traders prior to the information entering the public domain.

The Markets Management team have also invited traders to directly engage with them and provide feedback on the design outside of the meeting(s) if required. Further meetings will be scheduled should the project progress to detailed design.

An information session was held on 28 February 2014 with the equality representatives from the Equalities Assembly and LCC's Corporate Staff Networks and LCC Access Officers where the Stage D design was presented and feedback obtained. It is intended to use the feedback to form part of the full EIA which, in turn, will inform the design going forward.

The current market is acceptable in terms of offering level access and this is not going to change as a consequence of the proposed scheme proposals. However, it is proposed to improve the floor treatment which could have a positive impact for customers and users with mobility problems and those who are partially sighted. The design team are considering floor colour schemes or tactile flooring; this will be explored further through feedback with equality groups and access specialists.

The 1976 Hall has a sloping floor reflecting the gradient across the site. It is proposed that the new event space within this area will be level to ensure it is attractive, practical and accessible to all potential users.

For event visitors with mobility problems and parents/carers with pushchairs a high level area will be available well related to the stage to ensure they are not disadvantaged by the sloping aspect of the hall floor.

It is anticipated that the event space will bring different cultures and communities together, helping foster good relationships through diverse cultural events.

The proposed new layout of the 1976 Hall offers a flexible trading environment by giving more flexible/short term trading opportunities which will be particularly welcome for new small businesses.

The current toilet facilities within the Market will be upgraded to include better disabled access toilets. The proposals also incorporate the removal of one of the two entrances to the toilet block to improve safety for vulnerable users and, to aid users with sight impairments, as it has been established, through consultation with access officers, that multiple entrances and exits can cause confusion.

The signage and way finding will be improved as part of the refurbishment and, through further consultation with equality groups the most appropriate solution will be developed.

Further meetings are planned with adjacent neighbours namely, NCP, National Express, Metro and owners of Leeming House.

A public consultation event on the scheme proposals is planned for April 2014 should

Executive Board approve the project moving forward

- **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)

The feasibility consultation established that traders and stakeholders were concerned that the design would mirror that of the Victoria Quarter on the opposite side of George Street and therefore gentrify the market resulting in the ‘heart and soul’ of the market being lost. However, the design team has mitigated this negative impact by being sympathetic to the current design and feel of the Market.

Feedback on the design proposals from traders and stakeholders has in the main been positive and, this is being captured in the statement of community involvement document which has been prepared to support the planning application to the Local Planning Authority.

The nature and range of market trading opportunities will be broadly the same post completion of the improvement and refurbishment works

As part of the on-going development of the scheme proposals, the design team will investigate the potential provision of a Changing Places Toilet in the same location as an existing disabled persons toilet.

- **Actions**

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

The project team will continue to engage with stakeholders through the design development to help reduce and mitigate against any negative impacts. The engagement will be undertaken through group and one to one meetings, meet the Manager meetings and via the Market Messenger publication.

A full EIA will be undertaken should the project progress to detailed design which will also help to reduce and mitigate negative impacts of the design.

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:

April 2014

Date to complete your impact assessment

Summer 2014

Lead person for your impact assessment
(Include name and job title)

Stacey Walton Project Assistant

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Chris Coulson	Executive Officer	26/02/2014

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. For record keeping purposes it will be kept on file (but not published).

Date screening completed	
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	