

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: Forward Planning and Implementation
Lead person: Jenna Riley	Contact number: 0113 2478027

1. Title: Far Headingley, Weetwood and West Park Neighbourhood Design Statement.

Is this a:

Strategy / Policy

 Service / Function

 Other

If other, please specify

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

This report will screen the new version of the Far Headingley, Weetwood and West Park Neighbourhood Design Statement (NDS).

Main aim:

The aim of the Neighbourhood Design Statement (NDS) is to describe the characteristics of the locality and provide design guidance to influence future development and improve the physical qualities of the area. It amplifies existing planning policies which are set out in higher level planning policy documents for example, the Leeds Unitary Development Plan (UDP) and the emerging Leeds Core Strategy.

Once the Council formally adopts a NDS as a Supplementary Planning Document, the content of the document is then used to guide all future planning applications.

Purpose:

The production of the NDS, which includes an informal and formal consultation requirement, is a community led process. A Neighbourhood Design Statement Steering Group comprising of local residents is set up to manage the production of the document. The aim of the Steering Group is to engage all equality groups by ensuring a range of different consultation methods are used in order to help facilitate appropriate community involvement and inclusiveness.

Document content:

A NDS does not contain any new planning policies but provides detailed guidance to supplement those relevant policies as set out in the Leeds UDP and emerging Core Strategy. A NDS influences the planning process for the benefit of the community. The document describes the character of the neighbourhood and gives guidelines for the conservation of that character. It records what local people value about their home environment, so this can be considered when any changes take place. The NDS broadly covers the following themes:

- A description of the character of the neighbourhood area
- The history of the area
- The geographical setting of the area
- An assessment of Conservation, Buildings, Access, Landscape and Open Space in the neighbourhood area
- Issues of Concern
- An assessment of Character Areas within the neighbourhood area
- Recommendations for improvement
- A Neighbourhood Management Plan
- Guidance for Development

Each of these sections includes an assessment of the current situation and then sets out the guidelines and context for future development.

In order for the Far Headingley, Weetwood and West Park Neighbourhood Design Document to be formally supported and adopted by the Council as a Supplementary Planning Document, the preparation of the NDS would have to fully comply with the Council's Statemen of Community Involvement (SCI)standards and requirements.

The 2014 version of the NDS

The original Far Headingley, Weetwood and West Park NDS was adopted in 2005 as a Supplementary Planning Guidance Note (SPG). This version of the document is now somewhat out of date. Alongside updating the document to reflect more recent changes to planning policy and guidance the 2014 version will be adopted as a Supplementary Planning Document and will sit within the Council's Local Development Framework.

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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 NDS fully complies with the Council's SCI standards and requirements and has been prepared by the community following a process which has included community engagement at all decision making stages. The consideration of equality, diversity, cohesion and integration issues have been central to the adoption process.

The Far Headingley, Weetwood and West Park Neighbourhood Design Steering Group (the Steering Group) was formed by the local community in 2003 following a well-attended open public meeting. This meeting sought to engage with all equality characteristic groups and was held by the Far Headingley Village Society in the neighbourhood area. One of the founding goals of the Steering Group was to maintain the value of the area in a period of rapid change. The original version of the NDS was adopted by Leeds City Council on 28th February 2005 as Supplementary Planning Guidance (SPG) and aimed to further this goal.

The original version of the NDS (February 2005) underwent extensive consultation with questionnaires delivered to every household in the area inclusive of all equality groups with over 1000 questionnaires being completed and returned. A similar questionnaire was completed by pupils at Weetwood Primary School to ensure young people were included in the consultation process. Two full day workshops were held in May and November 2003 which over 80 local people from a variety of different equality groups attended and subsequently in January and February 2004 sub-groups were formed in each of the character areas to work on individual statements for these areas. The sub groups included a mixture of people from local community groups.

The Steering Group met again in April 2012 to hold a public exhibition of an updated version of the NDS with the aim of bringing the document up to date. The public exhibition was advertised by leaflets delivered to every household in the Steering Group area and a poster version of the leaflet was displayed in the local Post Office. The public exhibition was well attended with formal comments being received by 32 individuals. Following the exhibition a number of further meetings were held between the various sub groups (9 in total) with detailed comments collated and incorporated into the drafting of the revised NDS by the Steering Group.

Following receipt of comments a report outlining the main changes to the Draft NDS was submitted to the Council's internal Planning Board meeting in June 2013. Comments were received from Planning Board and incorporated into the draft document. Leeds Metropolitan University were targeted before the public consultation period because the NDS boundary has been extended to include the Beckett Park campus, therefore the university formed a key stakeholder.

In order to gain approval as a Supplementary Planning Document the Neighbourhood Design Statement must satisfy the statutory consultation process. The approved Consultation Draft was subject to formal consultation from 8th November – 22nd December 2013. Formal notices were issued to both statutory consultees and local organisations and the document was posted on the City Council's website together with response forms. Hard copies were available on request. A formal planning notice was published in the Yorkshire Evening Post during this period. Hard copies and response forms were also available at the Development Enquiry Centre in the Leonardo Building,

and at Headingley Library. Site notices were also posted in the neighbourhood area.

Subject to Planning Board support the adoption draft will then be the subject of a Delegated Decision Report requesting the Chief Planning Officer to adopt the adoption draft NDS as a Supplementary Planning Document (SPD).

- **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 process of creating the document, as well as the NDS itself, is an example of a local community partaking in a more active role in local issues. The entire community has been consulted and many were involved in the process on some level. The NDS is fundamentally an exercise in community ownership of neighbourhoods, and a way in which communities can have more input in the planning process and decisions making that affect their local area. The NDS encourages good design throughout the document which has positive impacts for all sections of the community.

The process of creating the document promoted strong and positive relationships between local community groups by bringing together neighbouring groups to discuss common issues in the form of workshops, exhibitions and public meetings. A collaborative approach was required and has led to increased contact between established residents groups.

The eligibility of people/businesses/groups etc to use document is entirely based on geographical location rather than any personal or group characteristics, as the guidance contained within the document only relates land/buildings contained within the defined area. Whilst the document cannot be used to supplement or inform proposals located outside the area, this lack of opportunity applies to all proposals outside the area with no specific detrimental impacts on any particular groups. Other areas also have the opportunity to create a community-led plan for their neighbourhood, indeed many neighbourhoods across Leeds have already produced similar SPD's.

There are no negative local equality impacts as a result of the proposals discussed in this report. The NDS effects all individuals and groups located within Far Headingley, Weetwood and West Park neighbourhoods equally, and affects all the equality characteristics in a positive manner equally. No impacts for specific groups including BME, disabled, age, gender, sexual orientation, religious or carers have been identified. All these individuals and groups are subject to the guidance laid out in the NDS. As a consequence it is considered that the creation of the design statement does not impact negatively on equality, diversity, cohesion and/or integration.

- **Actions**

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

The survey work produced for the document highlights some of the negative aspects of living in Far Headingley, Weetwood and West Park and some ways this could be improved. None are specifically related to one particular group, though views of young people are highlighted in the document. The document outlines 'suggestions for improvement' and provides a Neighbourhood Management Plan to tackle some of these negative social issues throughout and is considered a positive step in this regard. This has proved an exercise in highlighting the views and aspirations of the whole community which has been a positive impact.

The document will be used once adopted to influence the planning decision making process by both officers and members of the community. The good design principles which it encourages will create positive impacts for all equality groups.

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

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	2 nd June 2014
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	