

# 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.

|   |   |
|---|---|
| <b>Directorate:</b> <a href="#">Environment &amp; Housing</a> | <b>Service area:</b> <a href="#">Waste Management</a> |
| <b>Lead person:</b> <a href="#">Liz Behrens</a>               | <b>Contact number:</b> <a href="#">07891 272481</a>   |

## 1. Title: Leeds Resident Permit Scheme

Is this a:

**Strategy / Policy**
                 
  **Service / Function**
                 
  **Other**

**If other, please specify**

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

[Introduction of a Leeds Resident Eligibility Scheme to prohibit the use of the council's Household Waste Sort Sites \(HWSS's\) by non-Leeds residents.](#)

## 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).  |            |           |
| <b>Questions</b>  | <b>Yes</b> | <b>No</b> |
| 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"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul> |            | 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)

There are no perceived negative impacts on any Leeds Residents as the scheme is inclusive and permits will be provided free of charge to all residents. The permits will be sent directly to residents with council tax bills, there will be no need to apply beforehand. A communication plan will be developed to inform all residents of the need to display their permit once the new scheme comes into force.

Residents who currently hold a Cinder Lane Permit, which enables them to use the Cinder Lane HWSS site in Wakefield will no longer be able to access the site from March 2015. This is due to termination of the joint working agreement by Wakefield Council. We will develop within the communication plan a strategy to inform all residents affected by the Cinder Lane site closure of the alternative sites within the Leeds boundary which will be available to them and that are within the agreed 20 minute drive time policy.

Wakefield are closing the site for redevelopment and will be moving their operations to a new facility in Glasshoughton. Any future cross border arrangements with Wakefield Council will be reviewed based on their merits.

Residents from neighbouring councils who have previously had access the LCC HWSS will no longer be able to access sites unless reciprocal or charging arrangements are in place for Leeds residents. Leeds CC remains open to discussing and exploring such opportunities.

- **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)

This is an inclusive scheme and will be accessible to all residents. Discretion will be used where residency needs to be demonstrated if a valid permit is not displayed by a HWSS user.

- **Actions**

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

The impacts will be largely positive for all residents;

- Leeds sites for Leeds people and council tax payers
- More control over access to sites for the council
- Decreased waste arisings with the result that Leeds will cease to be a net importer of waste.
- Opportunity for more consistent communications with all site users which will also reduce confrontation for staff on site and provide a better service for residents.

Any negative reaction from the withdrawal of the joint working arrangement with Wakefield Council will be mitigated through delivery of a robust communications plan to inform residents of alternative sites within Leeds. It will also provide an opportunity to remind residents how to use our sites and maximise reuse and recycling.

**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<br>(Include name and job title) |  |
|--|--|

|  |  |                                 |
|--|--|---------------------------------|
| <b>6. Governance, ownership and approval</b>                                 |  |                                 |
| Please state here who has approved the actions and outcomes of the screening |  |                                 |
| <b>Name</b>  | <b>Job title</b>                                     | <b>Date</b>                     |
| E Behrens  | Service Manager<br>Community Re-use and<br>Recycling | 24 <sup>th</sup> September 2014 |

|   |                                 |
|---|---------------------------------|
| <b>7. Publishing</b>  |                                 |
| 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 <b>Key Delegated Decision, Executive Board, full Council</b> or a <b>Significant Operational Decision</b> a copy should be emailed to Corporate Governance and will be published along with the relevant report. |                                 |
| A copy of <b>all other</b> screening's should be sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a> . For record keeping purposes it will be kept on file (but not published).                                    |                                 |
| <b>Date screening completed</b>   | 24 <sup>th</sup> September 2014 |
| If relates to a Key Decision - <b>date sent to Corporate Governance</b>   |                                 |
| Any other decision – <b>date sent to Equality Team (equalityteam@leeds.gov.uk)</b>  |                                 |