

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: Culture and Sport
Lead person: Cate Walker	Contact number: (0113) 39 50412

1. Title: First World War – Commemoration programme

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

The marking of the centenary of the First World War between 2014 and 2018 is an opportunity to reflect on the impact the first global war had on the lives of men, women and children in our city and around the world. Leeds City Council, through a wide partnership team across the Council and including a range of partners in the city, is creating a programme of activities to mark the commemoration and bring together all groups and all ages across the city to learn, contribute and reflect on the First World War and the way it affected people in Leeds.

3. Relevance to equality, diversity, cohesion and integration

The Council's programme will have a strong focus on community involvement, inclusion, diversity, intergenerational working, and young people. Activities will be created with sensitivity and in acknowledgement of the very broad range of issues

and feelings that will be engendered by the Commemoration. We will seek to reach specific groups and ensure that young people in particular are involved and benefit from the legacy of the Commemoration. Our aim is to encourage communities and generations across the city to share their family stories of the war.

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)

Consultation on the sensitivities, recommended and required approaches and has been carried out with the following people / organisations as part of a wide range of partnership working:

- University of Leeds
- Institute of Commonwealth Studies
- British Association for Local History
- Money & Medals Network
- Honouring the Ancient Dead (Human Remains)
- University of York

- Armley Forum
- Dying Matters
- Visitors to the Open Day held in September 2013.
- Teachers who attended the seminar in November 2013.
- Visitors from Siegen and Lille in September 2013 as part of discussions on future joint programmes.

- **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).

Through background research, talking to partners including the University of Leeds; our twin cities; schools; community groups; museums contacts; armed forces representatives and individuals; and young people, officers are developing their awareness of the many sensitivities and issues around the Commemoration.

These include:

- Finding the appropriate balance between the city's commitment to honouring and respecting those from the city who lost their lives in the armed forces and offering a wide range of activities which include topics such as peace, conscientious objectors and pacifism.
- Teaching issues of war to younger children and working with young people generally.
- The impact on communities and individuals now in Leeds whose families were involved in the First World War and lived in the wider Commonwealth or in other overseas countries.
- The Armed Forces, in terms of respecting their sacrifices in the First World War and other conflicts.
- Groups whose work is focused around peace and pacifism.
- Those who have lost family members during the conflict or on the home front some of whom are only now taking the opportunity to learn about their family history and may be discovering new stories.

- **Actions**

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

- We have created a statement of principles, which outlines the ethos behind the planning and delivery of the programme. We will use this in the communications and marketing of our programmes. Appendix 2.
- A full Equality Impact Assessment will be produced as a priority to ensure that Due Regard is given.
- A guideline for front line staff is being prepared to support their handling of issues which may arise.
- Teachers will be supported through a programme of training and support through Libraries, Museums and Galleries, Artforms and the University of Leeds.
- Officers are committed to exploring ways of exploring and handling sensitive issues as the programme develops, particularly with community groups, the armed forces community, and peace organisations.
- Officers will use the open day planned for 27 September 2014 to explore and consult on a wide range of issues. The event will be widely marketed and introduced particularly to groups who are not yet engaged with the Commemoration.

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	
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
John Roles	Head of Museums and Galleries	15 May 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** screenings should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date screening completed	15 May 2014
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	