

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: Children’s Services	Service area: Built Environment
Lead person: Jacqueline Robertson	Contact number: 0113 37 85915

1. Title: Shakespeare Primary School Expansion

Is this a:

- Strategy / Policy**

 Service / Function

 Other

If other, please specify

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

Increasing birth rates across the city and particularly in Burmantofts, together with housing developments and families moving into the area has increased the demand for school places. The current Shakespeare Primary School site is not large enough to expand the existing school building to accommodate the number of primary school places needed in the area. If we do not provide additional places it would make it very difficult for local children to get a school place in Burmantofts.

It is proposed that Shakespeare Primary School increase its roll starting at reception level from 1.5FE to 3FE with effect from September 2018. The project is required to deliver the additional 315 pupil places in order for the school to accommodate this 45 place increase in intake. The proposal is to relocate the primary school to the former Primrose High School site off Dolly Lane and the new accommodation and external play areas etc. associated with the 3FE expansion is required for September 2018, with a high level indicative contract value of circa £10m.

The proposed expansion project will be delivered under the Learning Places Programme.

This decision is subject to the outcome of the statutory consultation process resulting in approval of the expansion of Shakespeare Primary, however due to timescales, the Governance process for this decision is being undertaken now to ensure that the scheme can commence straight away if the expansion is formally approved.

It is proposed that this scheme follows a model of procurement recommended by the Cabinet Office and Constructing Excellence, Cost Led Procurement. The procurement approach will utilise the YORbuild2 framework in line with CPR 3.1.8 (CPRs 3.1.5 and 3.1.6 do not apply as there are no exclusive supplier arrangements or an ISP to undertake this work). Potential contractors for this scheme are invited to tender for the design and construction of the new build through the YORbuild2 framework under a two stage tender. Contractors will be required to demonstrate that their submission complies with the tender information and that construction works can be delivered within the set cost ceiling. The cost ceiling set will be inclusive of construction costs, all fees and associated costs, external works and fixed furniture and equipment.

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. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

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)

- **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)

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

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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
Nigel Wilson	Built Environment, Children's Services	12/07/16
Date screening completed		12/07/16

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
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For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: