

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: Environments and Housing	Service area: Waste Management – Strategy and Infrastructure
Lead person: Ed Walton	Contact number: 0113 3786353

1. Title: Kirkstall Road Reuse Shop Leasehold Contract.
Contract Ref: ABDK-LF3W01

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

A competitive tendering process which was restricted to 3rd sector organisations has been carried out to appoint an organisation as a leaseholder to fit out and operate the reuse shop at the newly redeveloped Kirkstall Road Household Waste Sorting Site (HWSS) for a period of 5 years.

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)

Waste management officers have considered equality, diversity, cohesion and integration for the Kirkstall re-use shop lease through the following means;

Firstly, before starting the tendering exercise officers approached a range of third sector and community based organisations to scope out the project which in turn enabled officers to ensure

The lease for the Kirkstall reuse shop lease was restricted to the 3rd sector which enabled a community reuse groups to run and operate the shop. The successful tenderers are a consortium of 3rd sector organisations who primarily work with ;

- The homeless
- People with disabilities (both mental and physical)
- The unemployed
-

The reuse shop will provide a range of inclusive volunteer opportunities for these groups and also wider groups such as;

- Prisoners and offenders under probation supervision
- Adults in contact with secondary mental health services
- Adults with learning difficulties
- Working age people claiming out of work benefits in worst performing neighbourhoods
- Working age people claiming out of work benefits
- Whole community participating in regular volunteering
- Care leavers in education, employment or training
- 16-18 year olds not in education, training or employment
- Vulnerable people achieving independent living
- Young people participating in positive activities
- People supported to live independently through social service (all adults)

All volunteers will have the provision of extensive training, valuable work experience and life skills.

Supporting the volunteers will be a core of full time staff employed by the shop, giving a small number of job opportunities for the surrounding area.

Officers have ensured we attracted and engaged community groups by encouraged the positive social aspects through the evaluation criteria including a heavily scoring section

that focused on the organisations local community benefits and Corporate social responsibility.

The evaluation also asked how the organisations how they will deliver and develop benefits that will support the objectives of the Leeds Social Value Charter. It also asked how they intend to work with specific local community programmes, projects or groups, any targets that they will set for providing benefits to specific key groups and how performance against these targets will be measured and reviewed.

Within their tenders organisations were required to submit a marketing plan which detailed how community engagement will be managed and organised.

- **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 introduction of a re-use shop run by the third sector will benefit the community of Kirkstall by;

- Growing and strengthening the local economy by Investing the Leeds pound in Leeds;
- Opening up job and training opportunities to local people who are socially disadvantaged, e.g. the long term unemployed;
- Increasing numbers of local people engaged in activities to meet community needs and improve the quality of life for local residents;
- Local residents and site users can purchase items at a low or reduced cost;
- Promotion of re-use can provide a hub in which the Leeds and Kirkstall community can participate in a highly visible and worthwhile activity.

The shop will have the potential to foster closer relations with the surrounding community re-use groups and will aim to include and involve the following organisations;

- Seagulls – upcycling partner
- Mr FixIT - IT recycling partner
- The Bike Mill – bike refurbishment partner
- Pluss – volunteer placements – from a mental health charity
- Princes Trust /City College -short placements for young (18+) people doing Princes Trust employability courses in conjunction with city college
- Giving time Project at VAL –to offer placements to ex-offenders
- Trinity Leeds - Student placements

And further introduce the following community events as part of the re-use shop marketing plan;

- Leave Leeds Tidy Campaign- The shop will be working with the other partners during the Student Change over period they are very interested in the Revive Pop Up Shops Model (see below)

- Leeds university Sustainability – potential to Host students for the New Community Engagement Project Module - with a view to mirroring The Pop Up Shop at Leeds University and also many other projects will be possible such as marketing and organising events at The Kirkstall Site e.g. ‘A Fashion Show’, and a ‘Charity Up-Cycling Auction’

- Actions**

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

The reuse shop, once operational, will be responsible for its own marketing campaigns and will be largely responsible for the positive promotion and mitigation of any negative impact. There will be regular reviews held with Revive to ensure adherence to the terms and conditions of the lease and also will assess the effectiveness of the proposed community engagement and social benefit.

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
Stephen Holmes	Business Manager	04/10/2016
Date screening completed		28/09/2016

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:

For Delegated Decisions or Significant Operational
Decisions – sent to appropriate **Directorate**

Date sent: 04/10/2016

All other decisions – sent to
equalityteam@leeds.gov.uk

Date sent: