

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: Environment and Design Group
Lead person: Kate Newell	Contact number: 87628

1. Title: Designation of the Grand Quarter Conservation Area and adoption of the Grand Quarter Conservation Area Appraisal and Management Plan

Is this a:

- Strategy / Policy**

 Service / Function

 Other

If other, please specify

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

The designation of the Grand Quarter Conservation Area to recognise the area’s historic and architectural importance and the adoption of the Grand Quarter Conservation Area Appraisal and Management Plan settings out the special character of the area and how to preserve or enhance it.

The proposed conservation area is a new designation to recognise the area’s historic and architectural importance and forms part of the Council’s regeneration focus on the New Briggate area. A Stage 1 bid for a Heritage Lottery Fund (HLF) Townscape Heritage scheme will be submitted in December 2017. To be eligible for this funding stream the area must be a designated conservation area. Consultation has shown that there is strong support for designation of a conservation area here. The proposed boundary is based upon the area’s physical, historic and architectural characteristics.

The Conservation Area Appraisal and Management Plan includes an analysis and appraisal of the special character of the area along with a management plan showing how this special character can be managed, preserved or enhanced in the future.

The designation of the Grand Quarter Conservation Area was instigated as part of the Council’s regeneration focus on the area including the Stage 1 bid for the Heritage Lottery Fund Townscape

Heritage scheme. To be eligible for this heritage-led regeneration funding stream, the area must be a designated conservation area.

The draft conservation area appraisal was prepared by officers and taken through internal consultation in April 2017. Following this wider stakeholder consultation was undertaken in April and June 2017, followed by public consultation in July and August 2017. This involved the following methods of formal and informal consultation with residents, businesses and interested parties;

The public consultation ran from the 10th July 2017 until the 7th August 2017.

A direct mailing was sent to all businesses and property owners and separately hand-delivered to all properties falling within the proposed conservation area boundary advising them of the proposal, consultation, exhibition and public meeting and how to have their say.

A public exhibition was available in the Central Library for the consultation period including a display of the key messages of the draft appraisal and management plan, paper copies of the document, guidance leaflets and consultation response forms.

Paper copies of the appraisal were also available to view at Planning Reception during the consultation period.

The draft conservation area appraisal was available online for the consultation period together with the response form and details of how to take part in the consultation process.

The proposed conservation area and public consultation was advertised with a press release (which received coverage), through the Council's social media channels and through Snap Survey.

A public meeting was held at St John's Church, July 25th, 6pm. Approximately 11 people attended. This included a presentation by the Conservation Officer outlining the proposed conservation area boundary, reviewing the origins and evolution of the area and assessing its present-day special character. This was followed by a summary of the proposed management plan action points to preserve or enhance the area and a discussion on the implications of designating a conservation area. The presentation was followed by a question and answer session.

In light of the comments received as part of the public consultation a number of additional properties were subsequently proposed to be brought into the Grand Quarter Conservation Area – the former chest clinic (Richer Sounds), properties on Cross Belgrave Street. A direct mailing (29/9/17) was sent to all owners and occupiers of the properties involved providing details of the revised proposed conservation area boundary, giving a link to the public consultation draft appraisal and management plan, information leaflets about conservation areas and trees in conservation areas, a feed-back form and providing details of how to have their say with a deadline of 12/10/17.

The proposed conservation area boundary and the appraisal and management plan has been amended in light of the comments received during the public consultation (see 19/10/17 Planning Board report for full details).

Once approved by the Council, the Grand Quarter Conservation Area will be designated and the Grand Quarter Conservation Area Appraisal and Management Plan will be adopted as non-statutory planning guidance.

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)

The work which has been undertaken focuses on the special character of the historic and architectural environment. This therefore relates to a geographical area, and the buildings within that area. The owners and occupiers of the buildings and area are considered equal by the process and are approached as such. The methods of consultation identified local interest groups and stakeholders by geographical location and notified them of the work that was to take place. The community were engaged through advertisement of the process. The owners and occupiers of every property in the area of proposed boundary were directly mailed, a press release was issued, a public exhibition was provided at the Central Library, the appraisal was available online and at the library and planning reception and a public meeting was held. These events were open to all. It is therefore considered that the process is fair and considered in its approach and does

not impact directly on equality, diversity and integration, but can help promote a cohesive society (see key findings).

Due regard was given to all equality characteristics. In particular issues around disability access were considered and recent experience within the proposed conservation area where the Grade II* listed building has recently been upgraded to improve accessibility show that the conservation area designation will not prevent such improvements in the future. This has been considered as an integral part of the review.

- **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)

By engaging the community through consultation it is hoped the local area and its residents will be more aware of the benefits of the historic environment and their shared responsibility in its management and enhancement. The consultation showed support for the proposed conservation area and appraisal and management plan. Support has also been shown in the connected proposal for the heritage-led regeneration for the area through the Heritage Lottery Fund Townscape Initiative. This partnership approach has the potential to create strong and positive relationships within the area, especially with residents and the local authority.

The conservation area boundary and appraisal and management plan have been amended in light of comments received during the public consultation.

- **Actions**

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

The conservation area and its associated appraisal and management plan identify the special character, history and appearance of the area and how to positively manage it to ensure it is preserved or enhanced. The public consultation showed support for the proposed conservation area and the appraisal and management plan. Following designation the special character of the area will be considered when assessing planning applications in the area. The appraisal and management plan will be a material consideration in the planning system.

The conservation area designation may introduce additional heritage considerations affecting applications for improved disability access. However, the National Planning Policy Framework approach means that 'harm' to heritage assets may be justified by public benefits and recent experience has shown that designated heritage assets do not prevent accessibility upgrades – see for example the recent accessibility works at the Grade II* Grand Theatre within the proposed conservation area. Officers are on hand to suggest constructive and suitable alterations in order to address any equality or accessible issues as part of any Planning application and it is hoped that proactive discussion could take place should any issues arise in order to mitigate or 'design in' suitable modifications to people's properties if necessary, to make them more accessible.

The management plan outlines key actions to promote the positive impact of the proposed conservation area and remove / reduce negative impacts.

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
Date screening completed		

7. Publishing	
<p>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.</p> <p>A copy of this equality screening should be attached as an appendix to the decision making report:</p> <ul style="list-style-type: none"> • 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. <p>Complete the appropriate section below with the date the report and attached screening was sent:</p>	
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:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: