Agenda item: 4084/2018

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Leeds CITY COUNCIL

Report to Chief Officer (Highways and Transportation)

Date: 13th February 2018

Subject: Request to Waiver of Contract Procedure Rules 8.1 and 8.2 for the Supply of Termarust HRCSA Paint System by Vector Corrosion for the Newlay Bridge Repainting Scheme

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Horsforth; Bramley and Stanningley	☒ Yes	☐ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Is the decision eligible for Call-In	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	☐ Yes	☒ No

Summary of main issues

1. Newlay Bridge is a cast iron Grade II* listed structure celebrating its' bi-centennial in spring 2019. Originally carrying vehicular traffic it is now a footbridge only. The bridge needs to be repainted and re-waterproofed to maintain its condition and use.

2. The bridge is located very close to a weir and the Environment Agency has imposed significant constraints on the temporary works required to repaint the bridge. Traditional painting methods (blast cleaning and repainting with a multi coat system) are expensive, would take a long time to carry out and increase the health and safety and contamination risks due the lead in the existing paint.

3. A "High Ratio Co-Polymerised Calcium Sulfonate Alkyd" (HRCSA) paint system has been sourced from North America that does not require blast cleaning as a preparation, and is a one coat system. Providing savings in cost and time and minimising the risks due to the lead in the existing paint.

4. The system also incorporates a penetrant that prevents future rusting in areas where rusting has occurred. This will significantly minimise the number of future maintenance interventions required to preserve the bridge and provide significant cost saving in the whole life maintenance.

5. Termarust Ltd is the sole known manufacturer of the system. The estimated cost of purchasing the paint system is approximately £15,000.

Recommendations

1 The Chief Officer of Highways and Transportation is recommended to approve the waiver of Contract Procedure Rules 8.1 and 8.2 – (Intermediate Value Procurements) so that the Council can specify the use of the High Ratio Co-Polymerised Calcium Sulfonate Alkyd paint system manufactured by Termarust Ltd in its specification for the Newlay Bridge Repainting Scheme, at an estimated cost of £15,000.

2 Purpose of this report

1.1 To approve the waiver of Contract Procedure Rules 8.1 and 8.2 to specify the purchase without seeking competition of Termarust HRCSA Paint System in the Newlay Bridge Painting Scheme contract documents.

2 Background information

2.1 Newlay Bridge is a Grade II* listed single span bridge constructed in 1819 and listed in 1976. It is one of the oldest iron bridges in Yorkshire and is constructed of iron from the Aydon and Shelf ironworks. Its importance was recognised by the British Archaeology Industrial Monuments Panel in 1974 as an example of an early (and relatively unaltered) ironwork bridge and also as a surviving monument to the iron industry of West Yorkshire.

2.2 It originally carried vehicular traffic between Newlay Lane and Pollard Lane over the River Aire but in 1986 was closed to vehicular traffic due to an assessed lack of load carrying capacity. Now a well-used footbridge, it is also used by horse riders and cyclists. It is located on the boundary between the Horsforth and Bramley and Stanningley wards and is in the Newlay Conservation Area.

2.3 It is constructed of arched cast and wrought iron beams and cross bracings, open spandrels and parapets. The surface of the footbridge is formed of granite setts.

2.4 Painting of the parapets was undertaken in February 2017. The underside of the bridge was not painted due to the difficulty in attaining Environment Agency approvals in the available timescales and the ingress of water through the bridge deck.

2.5 Painting of the underside of the bridge is programmed to take place late summer 2018 and this work includes the re-waterproofing of the bridge deck to stop the water ingress and attendant ironwork corrosion. It is anticipated that the duration of the works will be of the order of 12 weeks (based on the use of the Termarust paint system).

2.6 There is considerable local interest in the bridge being repainted prior to its bi-centennial in spring 2019.

2.7 The bridge spans the River Aire and is very close to a weir (also listed) to the downstream of the bridge. Consultation undertaken with the Environment Agency has concluded that significant constraints with regards temporary works will be imposed on the proposed bridgeworks. These constraints will make the use of the full encapsulation required by the blast cleaning much more expensive and of a significantly greater duration.

2.8 It is likely that temporary works will need to be removable at the end of each day or in an emergency in order to comply with Environment Agency Constraints.

2.9 There is currently no access to the underside of the bridge other than via the river and no exposed ground under. However, a launch ramp (for rafts, pontoons and boats) is conveniently located to the upstream of the bridge.

2.10 Testing has demonstrated that the existing paint on the bridge contains lead. Removal of the existing paint is a potential health hazard and could lead to contamination of the River Aire and its environs.

3 Reason for Contract Procedure Rules Waiver

3.1 Traditional repainting methods for structural metalwork require a degree of surface preparation ranging from mechanical abrasion for maintenance painting (typically leaving non loose or damaged paint intact) to blast cleaning to bare metal. The greater the degree of surface preparation, the longer the period before repainting is required. For reference, new metalwork is typically shop blasted and has a required period of:-

(i)	No maintenance	-	Up to 12 years
(ii)	Minor maintenance	-	12 to 20 years
(iii)	Major maintenance	-	20+ years

3.2 The number of coats required for new paint systems is dependent on the type of paint used but can be up to four coats. Each coat requires drying time prior to the application of the next coat.

3.3 In view of the difficulty in carrying out painting works due to the lack of access to the underside of the bridge and the constraints with regards temporary works (due to the flood risk) it has been decided that the system selected should provide a similar level of protection to that for new metalwork.

3.4 It has been estimated that to carry out blast cleaning and repainting of the bridge in the traditional manner could take an extra 7 weeks (due to the temporary works constraints), cost an additional £100,000, and comprise a significant contamination risk due to the materials used to abrade the existing paint that contains lead. This extended duration would result in the painting works extending into late autumn/early winter with the attendant increase in risk of cold temperatures and high water levels.

3.5 Termarust are a Canadian company who manufacture a one coat paint system that can be applied without the need to blast clean to bare metal. The paint system uses

HRCSA paint that has been specifically developed for long term performance. The required surface preparation consists of high pressure water jetting only (after the removal of black iron oxides) thus minimising the risk due to the lead in the paint, of particular importance under CDM and Health and Safety legislation. Full encapsulation of the area cleaned is not required; typically mesh netting only to catch any loose paint flakes. Termarust are currently the sole known manufacturer of this system.

3.6 It is estimated that the cost of repainting and re-waterproofing the bridge (including surface preparation as above) is approximately £153,000 and will take 12 weeks. Of this, the cost of the supply of the paint subject to this waiver report is £15,000.

3.7 A particular benefit of the Termarust system is the use of an active penetrant that is applied to crevices. This penetrant remains active and reacts to prevent future rusting occurring. This is deemed the best option for preserving the ironwork of the bridge. Also as the Termarust paint system can be “wet on wet” applied, this does not significantly affect the duration of the painting works.

3.8 Whilst there has been little use of the Termarust system in the UK, it has been successfully used on high profile bridges in extreme conditions for over twenty years in North America. Some case studies are attached to this document in Appendix A for information. Of particular note is the lack of deterioration of the system (after 18 years on some structures) and the control of pack rusting. Termarust provide a 5 year warranty on their paint system based on suitable surface preparation. An independent paintwork inspector has been located with experience of the use of Termarust who is qualified to certify the surface preparation. In view of the case histories, however, it is expected that Termarust will provide a similar level of protection to that detailed in 3.1 previous.

3.9 Leeds City Council are using Termarust on the bridgeworks currently taking place to Leeds Bridge. Approval for the use of Termarust was granted December 2016.

3.10 The US Department of Transportation, Federal Highway Administration published a report (FHWA-HRT-11-046) in June 2011 titled “Performance Evaluation of One-Coat Systems for New Steel Bridges” that detailed the results of testing carried out on various systems - one, two and three coat. The HRCSA system was ranked 2nd behind the traditional blast clean three coat system, only as a result of the time taken to cure.

3.11 Recently the system has also been used in Poland (for the base of street lighting columns), and Network Rail have successfully used the system on Selby Swing Bridge (See Case History 6 in Appendix A of this report).

3.12 There are other North American companies that also manufacture a similar, but not identical, system (in particular the penetrant is generally omitted), but they have no European supplier.

3.13 The main disadvantages of the system are that it takes a significant period of time to cure and it cannot be used on “trafficked” areas. In the case of Newlay Bridge

this refers to the bridge parapet. These were painted in February 2017 and do not need to be repainted as part of the currently programmed works.

3.14 CSA (Calcium Sulfonate modified Alkyd) paints (also one coat) are also available (from North America) but are typically highly variable and for use only in the short term and have thus been discounted from being an appropriate paint system for Newlay Bridge.

3.15 Similarly “grease paint” one coat systems are available, but these again are typically only a short term solution (Highway Specification quotes use on structures with less than 20 years life).

Consequences if the proposed action is not approved

3.16 The alternative of repainting the underside of the bridge utilising traditional methods would be much more expensive and increase the risk of the works not being completed prior to the bi-centennial of the bridge.

3.17 The alternative method requires the removal of the existing lead based paintwork which will increase the risk to health and contamination to the River Aire. However, by using Termarust the lead would remain intact as removal of the existing paintwork is not required.

3.18 Without the active penetrant there will be no protection from ongoing corrosion of the ironwork with potentially the future loss of an historic structure.

4. Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Preliminary consultation for the bridge painting scheme has been undertaken with local Members, the Newlay Conservation Society and local residents. There is significant interest in the works, in particular due to its bi-centennial in spring 2019.

4.1.2 Consultation has also been undertaken with Leeds City Council Network Management, Planning & Listed Building sections, Historic England, and the Environment Agency.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An Equality Impact assessment screening has been carried out (as part of the approval of the “Planned Highway Asset Maintenance Programmes 2017-18” report, approved 6th April 2017) which has confirmed that an Equality, Diversity, Cohesion and Integration impact assessment is not required. (See Appendix B).The works are to be funded by monies to be carried forward from 2017-18.

4.3 Council Policies and Best Council Plan

4.3.1 The bridge strengthening scheme is consistent with the aims contained within the “Best Council Plan 2017-18” document.

(i) By maintaining the use of the bridge by pedestrians and cyclists, in particular allowing access from the north side of river to the schools and amenities on the south side of the river, the scheme aligns with the “Health and Wellbeing” and “Transport and Infrastructure” priorities.

(ii) By retaining the historical and listed bridge, and restoring its appearance by repainting, the cultural heritage of the city is retained and enhanced thus aligning with the “Transport and Infrastructure” priority (by protecting the quality of the environment and community connectivity).

4.3.2 The proposed use of the Termarust HRCSA paint system aligns with the “spending money wisely” council value by minimising the number and cost of future maintenance painting interventions in addition to the aims above.

4.3.3 The bridge strengthening scheme is consistent with the “Best city for communities” vision in the “Our Vision for 2030” document by retaining the heritage of the bridge and enhancing its appearance.

4.4 Resources and value for money

4.4.1 The cost of the works using the Termarust system are included within the structures annual programme. Any additional costs as a result of having to revert to a traditional blast clean and paint system would have to be found from savings/delayed work elsewhere in the programme.

4.4.2 The proposal within this report represents the best value solution in terms of cost, disruption (by minimising the duration of the painting works); minimises the risk to health posed by the lead in the existing paint and minimises the number of future maintenance interventions required.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This is a Significant Operational Decision which is not subject to Call In and there are no grounds for treating the contents of this report as confidential within the Council’s Access to Information Rules.

4.5.2 Specifying the purchase in this way could leave the Council open to a potential claim from other providers, to whom this could be of interest, that it has not been wholly transparent. In terms of transparency it should be noted that case law suggests that the Council should always consider whether contracts of this value would be of interest to providers in other Member States and, if it would, the matter should be subject to a degree of European wide advertising.

4.5.3 The Chief Officer (Highways & Transportation) has considered this and, due to the nature of the supplies being delivered and the relatively low value of this contract, is of the view that it would not be of interest to suppliers in other EU Member States.

4.5.4 There is a risk of an ombudsman investigation arising from a complaint that the Council has not followed reasonable procedures, resulting in a loss of opportunity. Obviously, the complainant would have to establish maladministration. It is not

considered that such an investigation would necessarily result in a finding of maladministration however such investigations are by their nature more subjective than legal proceedings.

4.5.5 Although there is no overriding legal obstacle preventing the waiver of CPR 8.1 and 8.2, the above comments should be noted. In making their final decision, the Chief Officer (Highways & Transportation) should be aware of the risk of challenge to the Council and satisfied that the course of action chosen represents Best Value for the Council.

4.6 Risk Management

4.6.1 As identified in section 4.5 above, there is a risk to the Council in specifying the supplier directly in this way. However, the Chief Officer (Highways and Transportation) considers that the risks are outweighed by the benefits of awarding a contract to this provider, and the resource/value for money implications of doing so.

4.6.2 It is considered that in terms of the risk of challenge to the procurement route of this contract, the Council has taken steps to mitigate this. The contract, given its value, falls outside any remit of the Public Contracts Regulations 2015 beyond the duty to act transparently, fairly and non-discriminatorily that applies to all contracts.

5 Conclusion

5.1 Newlay Bridge is a cast iron Grade II* listed structure celebrating its' bi-centennial in spring 2019. Originally carrying vehicular traffic it is now a footbridge only.

5.2 Repainting works are currently programmed to start late summer 2018, lasting for approx. 12 weeks and include re-waterproofing of the bridge. Painting of the bridge is needed to preserve the heritage and use of the bridge.

5.3 To repaint the underside of the bridge utilising traditional methods would be prohibitively difficult and expensive due to the Environment Agency constraints. This method also carries the risk to health and contamination to the River Aire from the presence of lead in the existing paint.

5.4 The use of the Termarust paint system is the most cost effective alternative, takes a much shorter duration to apply and minimises the risk of contamination from the existing lead based paint, of particular importance under CDM and Health and Safety legislation.

6. Recommendations

6.1 The Chief Officer of Highways and Transportation is recommended to approve the waiver of Contract Procedure Rules 8.1 and 8.2 – (Intermediate Value Procurements) so that the Council can specify the use of the High Ratio Co-Polymerised Calcium Sulfonate Alkyd paint system manufactured by Termarust Ltd in its specification for the repainting scheme, at an estimated cost of £15,000.

7 Background documents[1]

7.1 Extracts from the “Planned Highway Asset Maintenance Programmes 2017-18” report, approved 20th April 2016 containing the Equality, Diversity, Cohesion and Integration impact assessment are included in Appendix B of this report.

[1] The background documents listed in this section are available to download from the Council’s website, unless they contain confidential or exempt information. The list of background documents does not include published works.

APPENDIX A

CASE HISTORIES OF USE OF TERMARUST PAINT SYSTEM

Case History 1 – Steuben County, NY, Truss Bridge

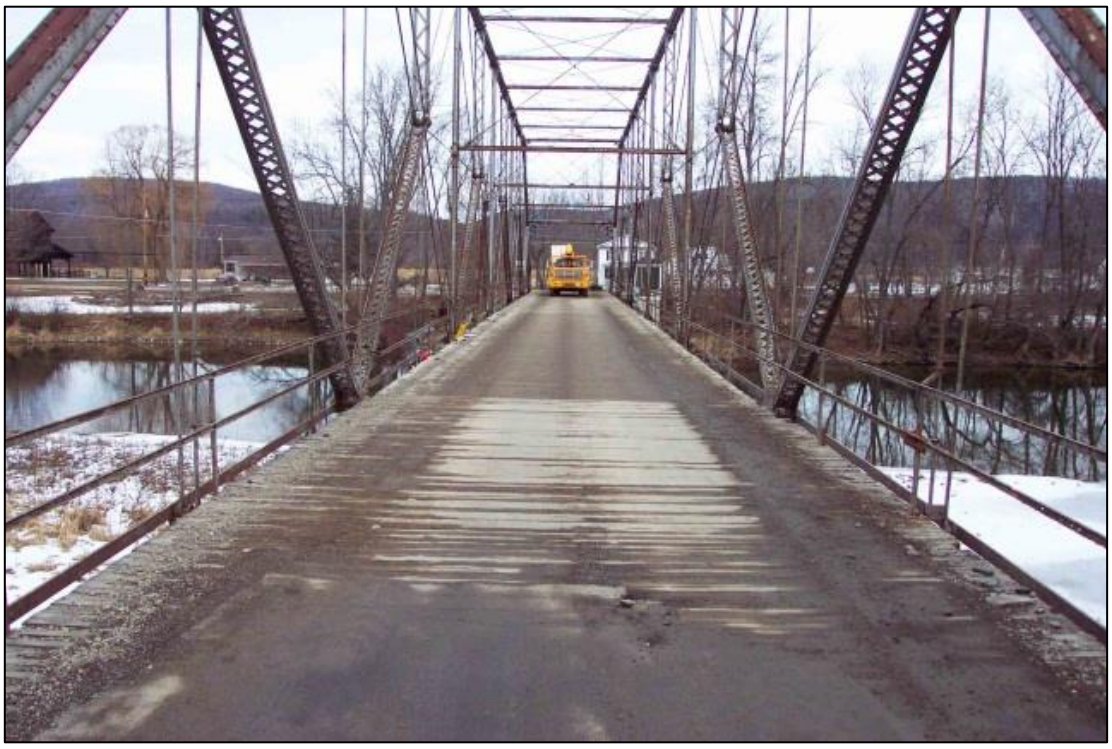

Photo 4 – Prior to Painting

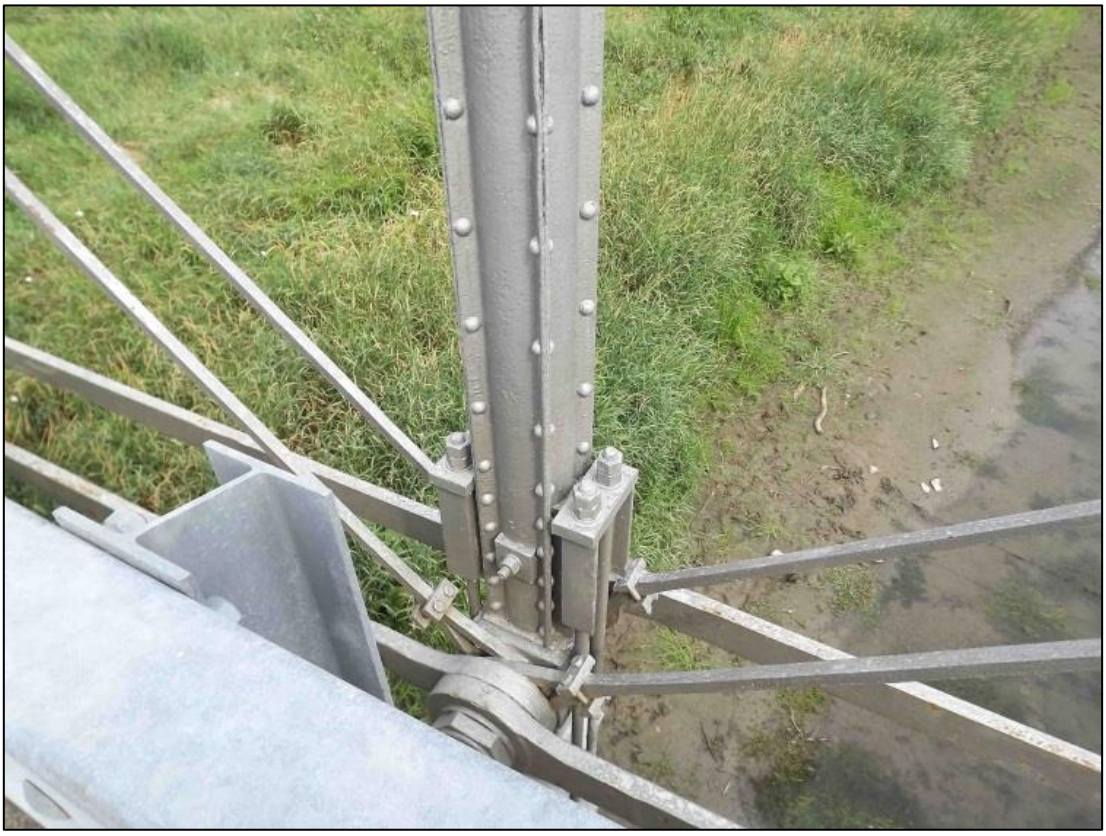

Photo 5 – 8 Years after Application of Termarust

Case History 2 – Kenora Kewatin Bridge

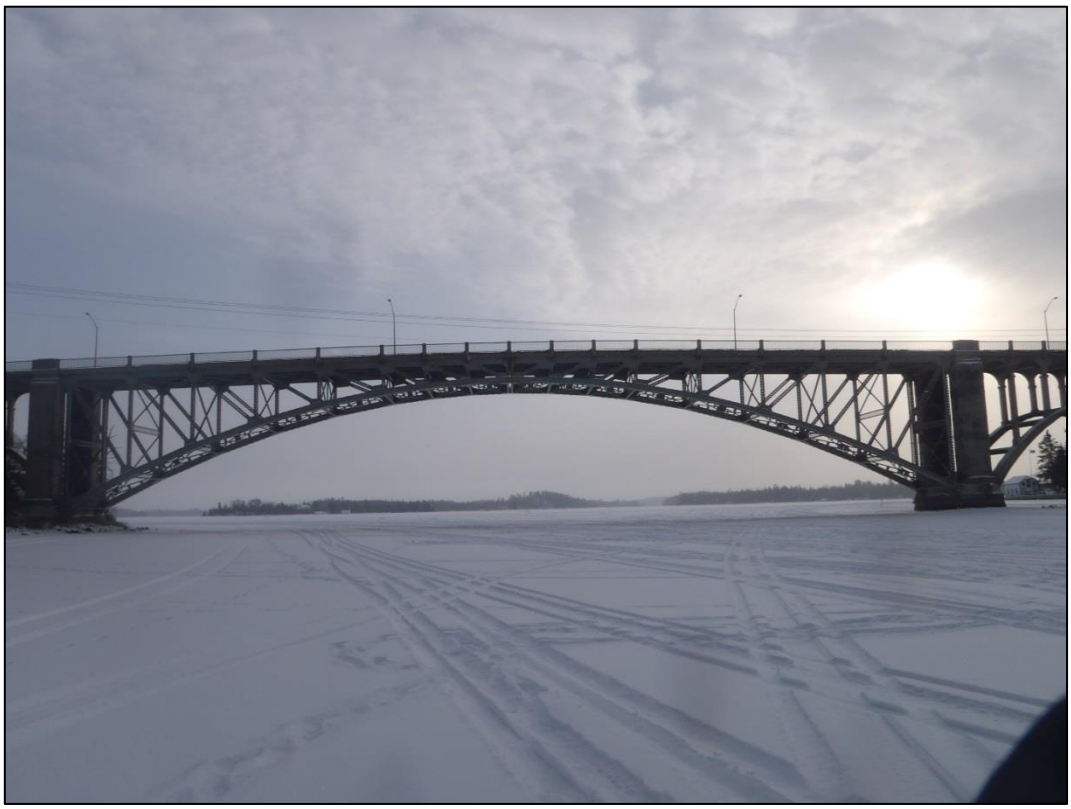

Photo 6 – Elevation on Bridge

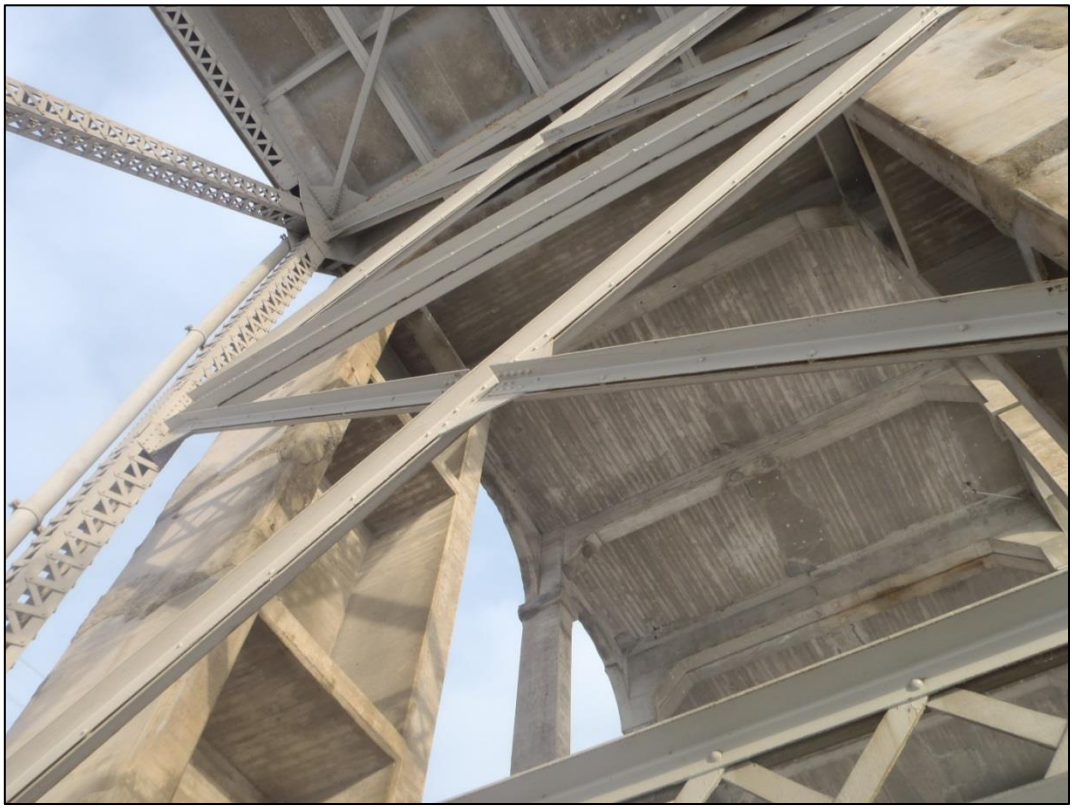

Photo 7 – 10 Years after Application of Termarust

Case History 4 – Arizona Avenue Truss Bridge, Washington D.C

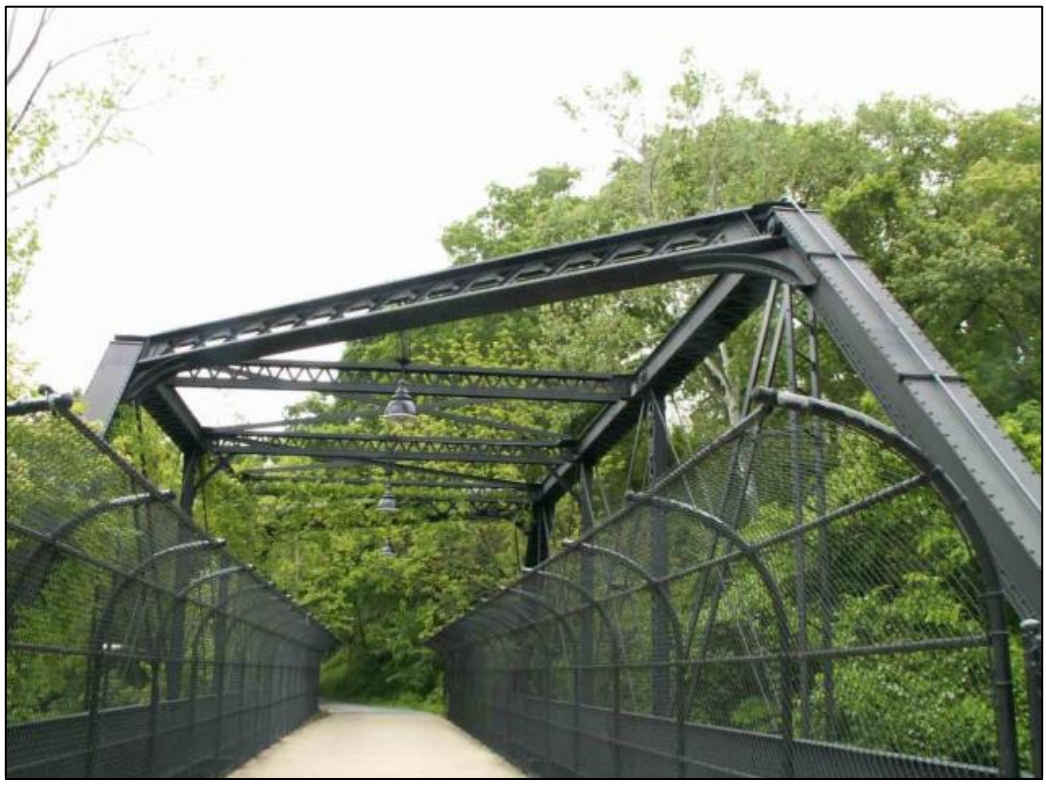

Photo 8 – 10 Years after Application of Termarust

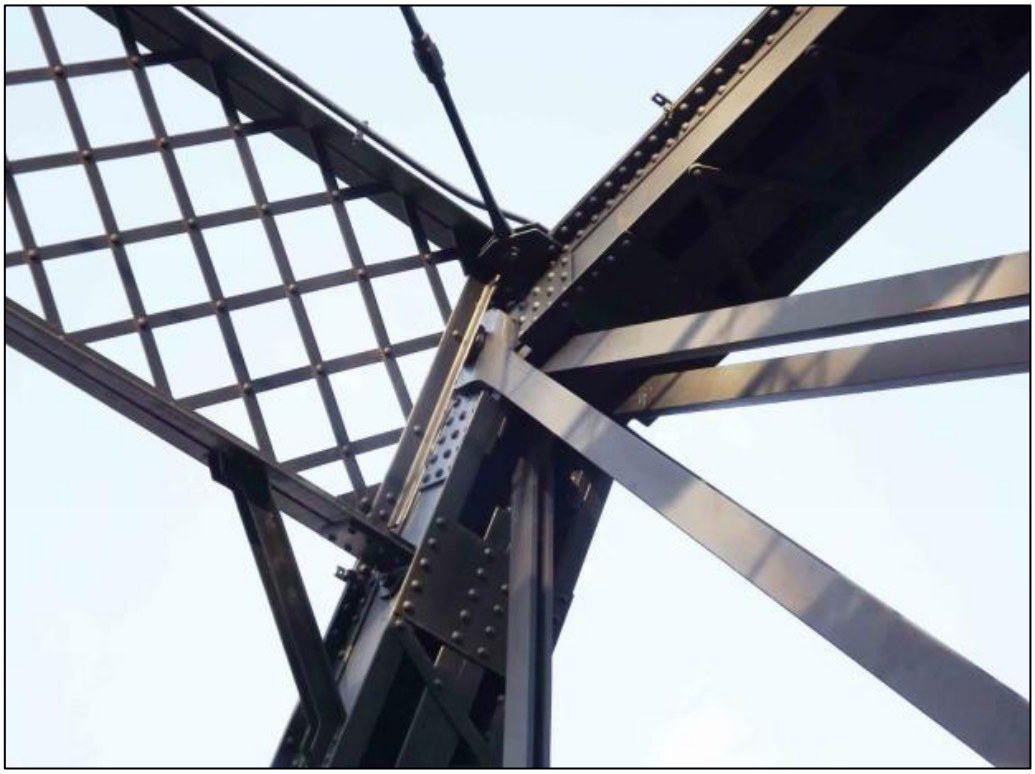

Photo 9 – 15 Years after Application of Termarust

Case History 5 – Rosedale Bridge Alberta

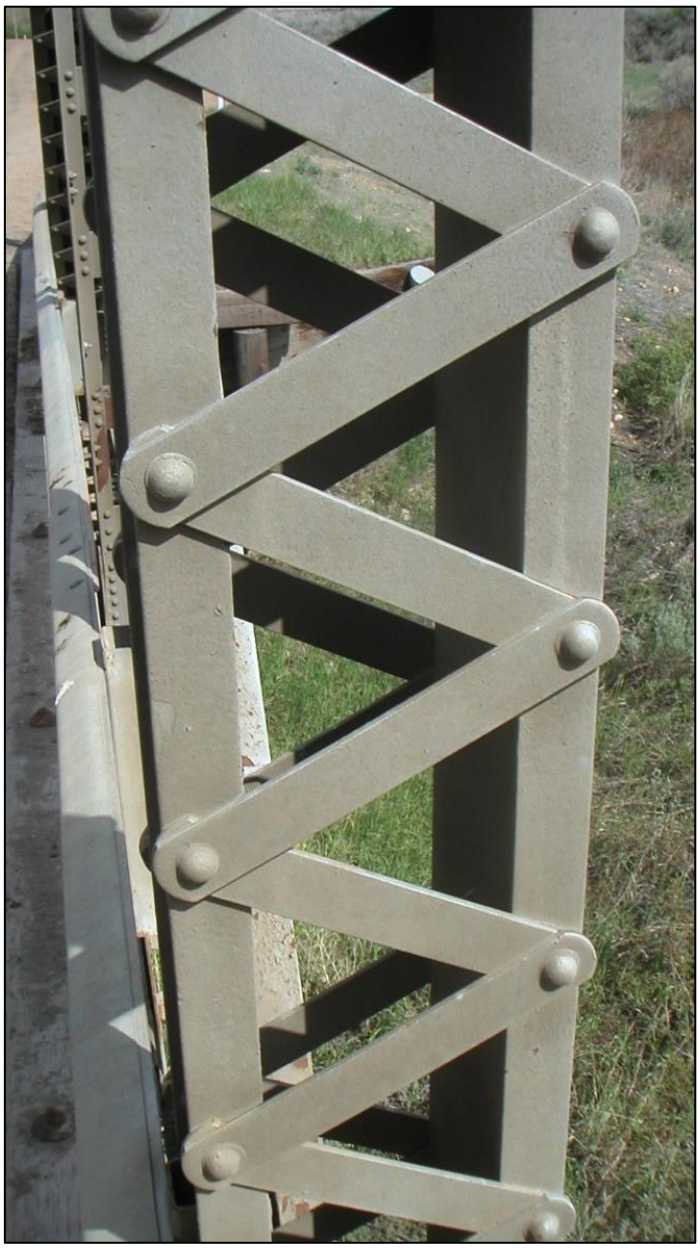

Photo 10 – 22 Years after Application of Termarust

Case History 6 – Selby Swing Bridge, UK

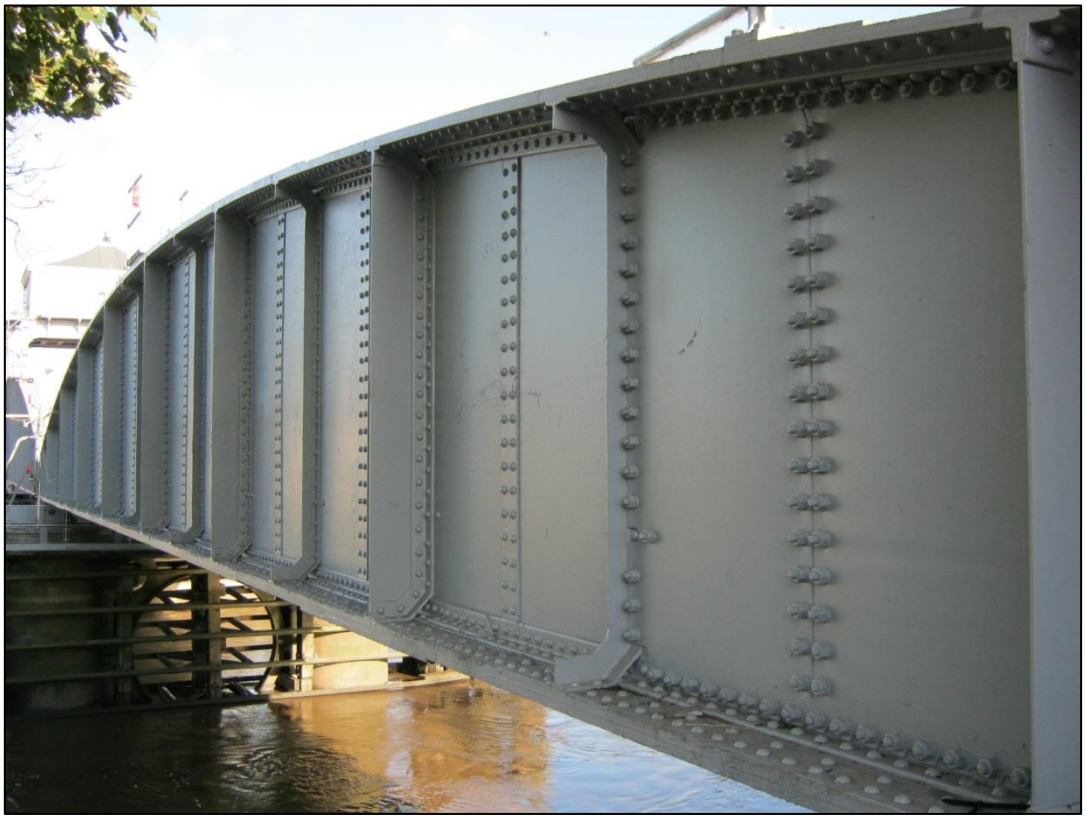

Photo 11 – After Application of Termarust

APPENDIX B

Extracts from the "Planned Highway Asset Maintenance Programmes 2017-18" report, approved 6th April 2017 containing the Equality, Diversity, Cohesion and Integration impact assessment.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The following equality screenings have been carried out for Highways planned maintenance, taking note of equality impact assessments completed in April 2008 (Highway Maintenance Activities) and January 2011 (The impact of financial decisions on the provision of a Highways Maintenance Service).

- Appendix E - Local Transport Plan Funded Highway Maintenance
- Appendix F – Leeds Capital Funded Highway Maintenance
- Appendix G - Revenue Funded Highway Maintenance

4.2.2 Key findings from both EIA's were as follows:

Positive Impacts

- Highway maintenance work removes those defects that are likely to be a hindrance to mobility and is an opportunity to provide improved mobility features such as dropped kerbs.
- Consultation with Councillors and Area Management Teams is proactive with other stakeholder's views being taken into account through focus groups and scheme specific correspondence.

Negative Impacts

- There are issues with some communities having the perception that other areas received a better service with more road maintenance being carried out; failing to believe that allocation is based on need.

4.2.3 Actions

- Continue to select work based on objective condition assessment from machine based surveys and allocate on a needs basis as per the Policy Statement and Plan and have a greater transparency on where money is spent.
- Take every opportunity during maintenance work to provide dropped crossings at road junctions to aid those people with mobility problems.
- Continue with letter drops to residents affected by maintenance work which includes the encouragement and gives opportunity for anyone with a special need or is disabled to have a contact point to discuss the immediate impact of the scheme.
- Also continue with customer feedback surveys which can be analysed for equality issues as well as comment on schemes' outturns

4.2.4 An Equality, Diversity, Cohesion and Integration screening of the proposed capital programme for Structures has been carried out (Appendix H). This concludes that an impact assessment is not required.

Appendix B4

LTP Capital Structures Maintenance and Strengthening Programme 2017/2018

New Strengthening and Maintenance Schemes 2017/18

Route	Location	Description	Ward	Estimated Costs (£)			
				2017/18	2018/19 onwards	Total	
A6120 / Railway	Station Road Crossgates	Repair damaged biridge joints	Cross Gate and Whinmoor	27,000	50,000	77,000	
Various	Leeds Bridges Minor Works	Minor repair schemes at various locations around Leeds.	Various	562,000	10,000	572,000	
			Whole Programme Sub Totals	589,000	60,000	649,000	
			Total Spend on New Strengthening and Maintenance Schemes 2017/18				**£589,000**

Appendix H
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:** Highways & Transportation, Engineering Services - Bridges
Lead person: Claire Richardson	**Contact number:** 0113 2475719

1. Title: Highways Structures Capital Maintenance and Strengthening Plan 2017/18 to 2019/20

Is this a:

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

If other, please specify

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

This screening document assesses the equality implications of the proposed Highways Structures Capital Maintenance, Assessment and Strengthening Plan for a three year period from 2017/18 to 2019/10. The maintenance and strengthening capital budget for 2017/18 is in the region of £5.986 million, however, the exact figure is yet to be confirmed. Similar funding is anticipated for 2018/19 and 2019/20.

The Bridges Service aims to ensure that all Highways Structures (i.e. bridges, tunnels, footbridges, culverts and retaining walls) within Leeds are safe and fit for purpose through a programme of inspections and planned maintenance.

Leeds has approximately 1200 structures it is responsible for maintaining. When developing the plan, the service uses information from inspections for each structure to identify the maintenance work needed. Work is prioritised using a weighted system based on:

1. Importance of route – this equates to approximately 40% of the weighting and considers accessibility e.g. – if the structure is on a traffic sensitive street, a public footpath, bus route or 'A' road.

2. Condition of asset – (approximately 40% weighting) which considers technical aspects including structural capacity and condition.
3. Importance of asset in terms of value – (approximately 20% weighting) which considers the cost of the asset and heritage factors.

This enables limited funding to be targeted where it is most needed. Local factors are also taken into consideration when prioritising work to ensure that the needs of communities are taken into consideration as far as is practicable.

The service provided by the Bridges team affects and benefits all businesses, visitors and residents of the City. The structures are located across the city, and prioritisation of works is based on need, as per the criteria detailed above.

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).

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 4. Eliminating unlawful discrimination, victimisation and harassment 5. Advancing equality of opportunity 6. 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?**

Background Information

The work undertaken within the Bridges section complies with national standards set out in the Design Manual for Roads and Bridges. The standards cover road users and non-motorised users such as cyclists, pedestrians, equestrians and those with physical disabilities.

The service is also working towards implementing the guidance recommendations in the Code of Practice for the Management of Highway Structures. However the current funding pressures faced by the Council may reduce the service's ability to achieve this. Consequently, the service will aim to ensure that all safety critical issues are identified and actioned through an internal risk identification and management process.

Closure of Bridges / Footbridges/other highway structures

The service ensures that any works to its highway structures comply with the disability element of the Equality Act 2010, and where possible, all existing public rights of way and access are maintained to existing standards/levels during the construction of works where this is practicable and safe. Where temporary diversions are unavoidable they are designed to minimise the impact on all users, whilst also giving due regard to; disabled people, people with mobility difficulties, people with pushchairs and children. Where necessary, members of the public are escorted by site staff to maintain safe access. This service is stipulated in all contracts between the contractors and LCC.

Risk Assessments

Risk assessments are also an intrinsic part of the design process to ensure as far as possible that any hazards to people with specific disabilities (e.g. blindness) or children are minimised.

Community Safety

The proposals contained in this report do not have any implications under the Crime and Disorder Act 1998 Section 17. This relates to the duty on the Council to ensure that their functions do all they can to prevent crime, disorder and anti-social behavior.

Design standards cover anti-social behavior, such as vandalism, to some extent. Risk assessments are carried out when developing schemes in areas where there are known problems of anti-social behavior and appropriate measures are taken if practicable, e.g. application of anti-graffiti coatings, prevention of unauthorised access to structures, bollards etc.

Consultation

Extensive consultation will take place for all work during scheme feasibility and design and prior to construction on site. During the scheme development stage, formal consultation is undertaken with the public, members, parish councillors, local businesses, bus, taxi services and emergency services.

Advanced scheme notification boards are placed around the site prior to work commencing. As part of any works, a local letter drop to those who may be affected is undertaken to notify them of the works, and enable them to raise any individual concerns.

Transparency in Decision Making

The scoring system used to prioritise schemes is transparent and simple and was first introduced in 2011/12, as part of the development of the capital programme.

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

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	N/A
Lead person for your impact assessment (Include name and job title)	N/A

6. Governance, ownership and approval Please state here who has approved the actions and outcomes of the screening		
Name	**Job title**	**Date**
Claire Richardson	Bridges Group Manager	10/02/2017

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. Please send a copy to the Equality Team for publishing	
Date screening completed	10/02/2017
Date sent to Equality Team	
Date published (To be completed by the Equality Team)	