

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: Communities and Environment	Service area: Parks and Countryside
Lead person: Jo Clough	Contact number: 3786002

1. Title: Bereavement Services Charges

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

The decision to increase charges by inflation (3%) plus a further 1% to enable the recruitment of two rangers to engage community volunteers. Furthermore, that burial and cremation fees would be waived for child deaths up to and including the age of 16 for Leeds' residents and Leeds NHS Trust. That most charges for rights to erect and inscriptions on memorials are not subject to an increase for 2018/19.

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 <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?**

It was announced in Council on 21st February 2018 during the budget speech by the Leader of the Council that burial and cremation fees would be waived for child deaths up to and including the age of 16. This supports making Leeds a child friendly city by putting children and young people at the heart of a strong economy, in a compassionate city. The issues relating to increased charges were the subject of an equality, diversity, cohesion and integration assessment published in April 2017.

- **Key findings**

The EDCI assessment published in April 2017 contained an action to monitor the levels of activity and to further consider the charging arrangements to provide a wider choice of service delivery. A scrutiny inquiry by the Environment, Housing and Communities Scrutiny Board recommended proposals are brought forward to recruit two additional rangers to work with existing volunteers and 'friends of' groups as well as establish new community groups that support practical volunteer activities in cemeteries and crematoria. A subsequent report to the council's executive board in December 2017 on the budget for 2018/19 assumed the need for an inflationary increase in bereavement charges and a 1% above inflation increase to enable the recruitment of two rangers to engage community volunteers. It is recognised that a child bereavement is often unexpected which can lead to unplanned financial burden at a time when families are facing significant emotional stress. The waiver will remove local authority charges to help support families in these difficult circumstances.

- **Actions**

The detailed arrangements for implementing the revised fees and charges need to be communicated to funeral directors and information updated on the council website.

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
Sean Flesher	Chief Officer Parks and Countryside	27 th February 2018

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** screening's should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

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