

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: Maria Akers	Contact number: 0113 3367567

1. Title: Waiver of contract procedure rules to support the purchase of ground reinforcement product for use within Lotherton Hall car park.

Is this a:

Strategy /Policy

Service / Function

Other

If other, please specify

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

The Parks and Countryside Service is responsible for the management of Lotherton Hall Estate. In conjunction with Leeds Museums and Galleries, the service has been able to enhance the onsite visitor experience and in turn generate significant revenue streams through the introduction of a coherent admissions policy and secondary spend in the shop and cafe.

Due to increased visitors, particularly in the months out of summer the grass car parking at Lotherton is becoming unsuitable and unsafe for regular use. Given the popularity of the site and the extent to which it is used by the public, it is necessary to ensure that parking is available in all seasons.

There is a requirement to reinforce the grass field car park. A number of products are available on the market but most involve an invasive installation which would mean taking the car park out of use for an extended period of time while excavation and reinstatement works were underway.

One product was identified which can be purchased supply only and installed directly to the surface by site staff. This would avoid any period of closure and resulting loss of revenue. Despite extensive research, it appears that there is a sole supplier for this system in the UK. It is therefore proposed on this occasion to go to a single supplier who can provide this product.

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?		No
Have there been or likely to be any public concerns about the policy or proposal?		No
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		No
Could the proposal affect our workforce or employment practices?		No
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 		No

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).

- **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)

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
Sean Flesher	Chief Parks and Countryside Officer	22.3.18

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	22.3.18
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If relates to a Key Decision send to Corporate	
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Governance	
Any other decision please send to Equality Team (equalityteam@leeds.gov.uk)	