

## **Appendix 2:**

# **Equality, Diversity / Cohesion and Integration Impact Assessment**

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. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

<b>Directorate: Environment and Neighbourhoods</b>	<b>Service area: Parks and Countryside</b>
<b>Lead person: Linda Gunn</b>	<b>Contact number: 3957400</b>
<b>Date of the equality, diversity, cohesion and integration impact assessment: 06<sup>th</sup> December 2012</b>	

<b>1. Title:</b> Proposed Improvements to Golden Acre Park Bakery Café
Is this a:
<input type="checkbox"/> <b>Strategy</b> <input type="checkbox"/> <b>Policy</b> <input type="checkbox"/> <b>Service</b> <input type="checkbox"/> <b>Function</b> <input checked="" type="checkbox"/> <b>Other</b>
Is this:
<input checked="" type="checkbox"/> <b>New/ proposed</b> <input type="checkbox"/> <b>Already exists and is being reviewed</b> <input type="checkbox"/> <b>Is changing</b>
(Please tick one of the above)

## 2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Linda Gunn	Parks and Countryside	Catering and Retail Manager
Mike Kinnaird	Parks and Countryside	Development Manager
Simon Frosdick	Parks and Countryside	Business Development Manager – service lead on equality issues

### 3. Summary of strategy, policy, service or function that was assessed:

The Bakery Café is situated in the heart of Golden Acre Park, one of the major parks in Leeds with ornamental and display gardens, host to National Plant Collections and holder of the Green Flag Award. The café is managed and operated by the Parks and Countryside service who undertook development of the facilities in 2006, including the addition of a terraced patio area. It currently has indoor seating for 38 places and approximately 80 outside seats on the two terraced patio levels.

During the winter months and inclement weather, the outdoor seating area is not available and therefore café sales are restricted by the limited number of indoor seats. Franklin Windows Ltd, a local company, have presented a proposal to work in partnership with the Council to provide and install a conservatory in return for specified sponsorship benefits.

The scheme will transform outdoor seating on the upper terrace patio area to enable additional seating for 40 people which would create indoor seating for 86 people in total. The remaining lower patio would be retained for outdoor seating and reconfigured to retain the existing 80 outdoor seating capacity.

Officers from Adult Social Care have also identified Golden Acre as a suitable location for the investment of a Changing Places toilet facility that would also be created within an extension providing public baby changing space and improvements to existing toilets.

### 4. Scope of the equality, diversity, cohesion and integration impact assessment (complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

#### 4a. Strategy, policy or plan

(please tick the appropriate box below)

The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>

**Please provide detail:**

<b>4b. Service, function, event</b> please tick the appropriate box below	
The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input checked="" type="checkbox"/>
Procuring of a service (by contract or grant) (please see equality assurance in procurement)	<input checked="" type="checkbox"/>
<b>Please provide detail:</b>  The scheme will transform outdoor seating on the upper terrace patio area to enable additional seating for 40 people in a purpose built conservatory as part of a sponsorship arrangement with Franklin Windows Ltd, which would create indoor seating for 86 people in total. The remaining lower patio would be retained for outdoor seating and reconfigured to retain the existing 80 outdoor seating capacity. A Changing Places toilet provision would be created within an extension also providing public baby changing space and improvements to existing toilets.	

<b>5. Fact finding – what do we already know</b> Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback.  (priority should be given to equality, diversity, cohesion and integration related information)
A survey of visitors to the café has also been undertaken, along with the survey made available on Talking Point. From responses received to the end of November, 73% considered important the improvement of the café area by adding a conservatory. People were also asked to rate the current standard of toilet facilities. From responses made 32% rated them as 'poor' or 'below average', with a further 26% rating them as 'average'. Analysis of relevant equality data is as follows:  Gender :        66% Female; 34% Male  Ethnic origin :   98% White; 1% Mixed Race; 1% Black;  Disability :       86% No; 14% Yes  Religion :        61% Christian; 30% No religion; 7% Other; 1% Jewish; 1 % Muslim  Age :              63 % Over 60; 13% 50-59; 11% 41-49; 9% 26-40; 3% 18-21; 1% Under 18

<p><b>Are there any gaps in equality and diversity information</b> Please provide detail:</p>
<p><b>Action required:</b> None.</p>

<p><b>6. Wider involvement – have you involved groups of people who are most likely to be affected or interested</b></p>
<p> <input checked="" type="checkbox"/> Yes         <input type="checkbox"/> No       </p> <p><b>Please provide detail:</b></p> <p>The Executive Member for Environmental Services and local Ward Members have been consulted on the proposals in addition to the user survey and Talking Point survey outlined above.</p>
<p><b>Action required:</b> None.</p>

<p><b>7. Who may be affected by this activity?</b> please tick all relevant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function</p>												
<p><b>Equality characteristics</b></p> <table> <tr> <td><input checked="" type="checkbox"/> Age</td> <td><input checked="" type="checkbox"/> Carers</td> <td><input checked="" type="checkbox"/> Disability</td> </tr> <tr> <td><input type="checkbox"/> Gender reassignment</td> <td><input type="checkbox"/> Race</td> <td><input type="checkbox"/> Religion or Belief</td> </tr> <tr> <td><input checked="" type="checkbox"/> Sex (male or female)</td> <td><input type="checkbox"/> Sexual orientation</td> <td></td> </tr> <tr> <td colspan="3"><input checked="" type="checkbox"/> Other : dog walking visitors to the park</td> </tr> </table> <p>(for example – social class, income, unemployment, residential location or family background, education or skills level)</p> <p><b>Please specify:</b> Dog walkers have requested a seated sheltered area as part of the proposal as dogs are not allowed to enter the building. This has been included in the design proposal.</p>	<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Race	<input type="checkbox"/> Religion or Belief	<input checked="" type="checkbox"/> Sex (male or female)	<input type="checkbox"/> Sexual orientation		<input checked="" type="checkbox"/> Other : dog walking visitors to the park		
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<b>Stakeholders</b>		
<input checked="" type="checkbox"/> Services users	<input checked="" type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions
<input type="checkbox"/> Partners	<input checked="" type="checkbox"/> Members	<input type="checkbox"/> Suppliers
<input checked="" type="checkbox"/> Other please specify: Sponsor		
<b>Potential barriers.</b>		
<input checked="" type="checkbox"/> Built environment	<input type="checkbox"/> Location of premises and services	
<input type="checkbox"/> Information and communication	<input type="checkbox"/> Customer care	
<input checked="" type="checkbox"/> Timing	<input type="checkbox"/> Stereotypes and assumptions	
<input checked="" type="checkbox"/> Cost	<input type="checkbox"/> Consultation and involvement	
<input type="checkbox"/> specific barriers to the strategy, policy, services or function		
<p><b>Please specify:</b> the development will require planning consent and the existing facilities will need to close for approximately 10 weeks. The proposal is subject to a legal agreement with the proposed sponsor and approval of capital funding for the Changing Places toilet facility.</p>		

<b>8. Positive and negative impact</b>
Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers
<b>8a. Positive impact:</b>
<p>The scheme will transform outdoor seating on the upper terrace patio area to enable additional seating for 40 people which would create indoor seating for 86 people in total. The remaining lower patio would be retained for outdoor seating and reconfigured to retain the existing 80 outdoor seating capacity.</p> <p>Officers from Adult Social Care have also identified Golden Acre as a suitable location for the investment of a Changing Places toilet facility that would also be created within an extension providing public baby changing space and improvements to existing toilets.</p>

<b>Action required:</b>
None.

<b>8b. Negative impact:</b>
None identified.
<b>Action required:</b>

<b>9. Will this activity promote strong and positive relationships between the groups/communities identified?</b>
<input checked="checked" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<p><b>Please provide detail:</b> it will provide more space and comfort for visitors and will enable people with profound and multiple learning disabilities, as well as other serious impairments, to gain access to extra facilities. Baby changing facilities will be made available to both sexes as the existing facility is limited and only available in the female toilet facility.</p>
<b>Action required:</b>
None.

<b>10. Does this activity bring groups/communities into increased contact with each other (e.g. in schools, neighbourhood, workplace)?</b>
<input checked="checked" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>Please provide detail:</b>

There will be an area for social interaction for dog walkers. There is scope for increased use by disability groups.

**Action required:**

None.

**11. Could this activity be perceived as benefiting one group at the expense of another?**

☐

Yes

☒

No

**Please provide detail:**

**Action required:**



**12. Equality, diversity, cohesion and integration action plan**

(insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)

<b>Action</b>	<b>Timescale</b>	<b>Measure</b>	<b>Lead person</b>
Planning consent	February 2013	Consent agreed.	Corporate Property Manager (Tony Eyels)
Approval for Changing Places capital funding	January 2013	Funding approved	Carol Benson
Legal agreement in place with proposed sponsor	January 2013	Contract signed	Linda Gunn

<b>13. Governance, ownership and approval</b> State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment		
Name	Job Title	Date
Simon Frosdick	Business Development Manager	6 <sup>th</sup> December 2012

<b>14. Monitoring progress for equality, diversity, cohesion and integration actions</b> (please tick)	
<input type="checkbox"/>	As part of Service Planning performance monitoring
<input checked="" type="checkbox"/>	As part of Project monitoring
<input type="checkbox"/>	Update report will be agreed and provided to the appropriate board Please specify which board
<input type="checkbox"/>	Other (please specify)

<b>15. Publishing</b>	
Date sent to Equality Team	
Date published	