

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: Environment and Housing	Service area: Parks and Countryside
Lead person: Glenn Gorner	Contact number: 3786002

1. Title: Memorial Woodland

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

If other, please specify

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

'Life for a Life' Memorial Forests is a registered charity that offers bereaved members of the public an opportunity to commemorate the loss of a loved one primarily by planting trees at designated sites (often with commemorative plaques) throughout the United Kingdom. Many people also choose to inter ashes at the base of the tree which can be arranged as part of the scheme. The provision of trees and other forms of memorialisation are subject to a minimum donation to the 'Life for a Life' charity who in turn distributes funds to health related organisations. A suitable site owned by the council (just over 2 hectares) has been identified in Leeds which is currently unmanaged grassland adjacent to Leeds Bradford Road with views across to Kirkstall Abbey. A lease agreement is proposed at 30 years after which management of the site will revert back to the council. Life for a Life Memorial Forests will undertake and meet all costs associated with site development works in line with an agreed management plan. They will also carry out all aspects of management including boundary treatment, access arrangements, tree planting (and replacement if necessary), horticultural maintenance and client liaison.

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?**

(**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 proposals provide increased options for memorialisation including the interment of cremated remains in a woodland setting. Those affected will include bereaved families and funeral directors. The proposals do not reduce or remove any existing services and are therefore an enhancement to opportunity of choice.

- **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)

There are no identified impacts on differing equality characteristics. The site is currently unmanaged grassland not promoted for public access and therefore this would provide an additional amenity to the public. The provision of trees and other forms of memorialisation are subject to a minimum donation to the Life for a Life charity. They in turn distribute around 80% of income to health related organisations with the remaining 20% used to manage the scheme and maintain sites.

- **Actions**

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

To enter into an agreement with Life for a Life Memorial Forests in line with the Executive Board recommendation and ensure that the management plan is implemented to promote use of and access to the site.

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	11/01/2017

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.

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)	