

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 or has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: City Development	Service area: Asset Management & Regeneration
Lead person: Neil Charlesworth	Contact number: 0113 378 7736

1. Title: Middleton Park Complex

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

1. Middleton Park Complex is occupied by Highways and Transportation staff, the Leedswatch service and two tenants that provide childcare services. There are over 300 staff based on site and over 80 children regularly attend childcare.
2. There is significant pressure on new school places in Leeds caused by the rising birth rate. This pressure is increasing across the secondary estate and this report focusses on the requirement in Inner South Leeds for an eight form entry secondary school to be open for new year 7 students by September 2020.

3. On 12th April 2017 The Department for Education approved 131 new free schools across the country including the Laurence Calvert Academy Free School, an eight form entry secondary school proposed for Middleton. Following an extensive site search, the council owned Middleton Park Complex has been identified as the only site that meets the location and size requirements for such a school.
4. The Ministry for Housing, Communities and Local Government have proposed to purchase the required area of the site, with the potential to also purchase part of the site that is being retained for the LeedsWatch service, should that service relocate in the future. Given the requirement to relocate services, MHCLG will also fund relocation costs.
5. One option has been identified to relocate the Highways and Transportation staff. This is a property that the council leases in and has held over on the existing lease pending the requirement for these staff. This option would need some investment in furniture and ICT infrastructure to make it suitable, with a total cost of around £0.5m. The total costs of rent, rates and utilities for this building would be £0.737m pa. Officers are developing other options which would be less costly and a report detailing the recommended solution will be presented to Executive Board in October.
6. South Leeds Family Childcare will be relocate to a new modular building to be laced at the former housing office at 100 Middleton Park Grove. The total costs of locating and installing the modular building are £0.4m.

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies and policies, service and functions affect service users, employees or the wider community – city wide or more local. These will also have a greater or 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. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

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		X

<ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		
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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)

- **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
Neil Charlesworth	Principal Asset Management Officer	
Date screening completed		9/8/18

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: