

APPENDIX 3

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: City Development	Service area: City Centre Management
Lead person: John Ebo	Contact number: 87750

1. Title: Leeds Business Improvement District Renewal Ballot (2020 – 2025)

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify

Proposal by the private sector to bring forward the renewal of the Leeds BID (Business Improvement District) for the city centre for a second term. This has been previously supported for its first term 2015 to 2020 (Exec Board November 2014) and this is a continuation of the Business Improvement District for the next 5 years. The private sector proposes a renewal ballot to raise funds over 5 years under the BID Regulations 2004, to invest in the city centre in support of the needs of business levy payers. If successful, this could support economic growth, jobs and a diverse economy in Leeds city centre.

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

A proposal to enable the private sector to hold a vote on establishing a second BID term. The Council is required to hold the ballot and if successful, will be responsible for collection of the funds through the business rates system and ensuring the BID can then access its collected funds to deliver activities that will be set out in its business plan.

A Business Improvement District (BID) is a defined geographical area where the private sector seeks to invest its funding to support business growth, to create and promote a successful business location, a better place for investment and to encourage growth of business sectors and jobs.

BIDs can only be set up by a majority voting in favour of an agreed plan in a ballot. For the Leeds BID ballot, voters are made up of those businesses in that defined BID area who have a rateable value of £60,000 and over. For the BID renewal to be approved, the ballot needs to deliver a majority in favour both in terms of the number of businesses and the rateable value of the business premises. Over 314 BID proposals have been developed in towns and cities throughout the UK, and over (85%) have so far voted in favour of a BID. Each BID proposal is different depending on the needs and priorities that businesses who pay the BID levies determine for the chosen location.

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	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)

A Business Improvement District (BID) involves a ballot of businesses in a specific area to raise funds to support projects of their own choosing. Under the regulations the Local Authority is not the proposer of a BID. Businesses themselves get together to propose a business case for a BID and then put the proposal to a vote as a democratic process for all businesses in the BID area. In the case of Leeds the BID proposer has opted to exempt all businesses with less than £60,000 rateable value for the purposes of business rates. This ensures that there are no costs levied on small businesses in particular, but they will still enjoy the benefit of any potential investment if the ballot is successful.

The Council's role within the legislation is to hold the ballot and collect BID levy based on business rates and hand the funds to the BID company to spend, according to its BID business needs.

- **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)

Business Improvement Districts are democratically voted for, business organisations. The voters are the businesses paying business rates in the defined area. There are no equality based impact on individuals as the proposal goes to a direct ballot/vote by businesses in the defined BID area. The Council is only required to organise the ballot officially and declare the results formally to the voting businesses.

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

BID proposals ensure that the private sector works closely and collectively in partnership with the City Council in the development of a BID, but ultimately the decision to hold a BID ballot is that of the private sector.

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:	N/A
Date to complete your impact assessment	N/A
Lead person for your impact assessment (Include name and job title)	N/A

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Martin Farrington	Director City Development	14 th May 2019

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

Date screening completed	14 th May 2019
If relates to a Key Decision - date sent to Corporate Governance	30 th May 2019
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	N/A