

Appendix 4 Equality, Diversity, Cohesion and Integration (EDCI) 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: City Centre Management
Lead person: Laura McNulty	Contact number: 0113 378 6065

1. Title: Leeds Business Improvement District Ballot 2025-2030

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify
 Proposal by LeedsBID (Business Improvement District) to hold a ballot for the city centre BID for a third term. This has been supported for its first two five year terms 2015-2025, and this is a continuation of the Business Improvement District for the next 5 year term 2025-2030. LeedsBID proposes a ballot to raise funds under the BID Regulations 2004, to be invested in the city centre in support of the needs of business levy payers based on priorities outlined in LeedsBID Business Plan 2025-2030.

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

A proposal to enable Leeds City Council (on behalf of LeedsBID) to hold a vote on establishing a third 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. This 'levy' is then passed to LeedsBID to deliver activities set out its Business Plan.

LeedsBID is a business led, democratically elected, non-profit organisation that enables commercial investment with a defined geographical area through collection of a levy. BIDs can only be set up by a majority voting in favour of an agreed plan in a ballot.

For the LeedsBID ballot, voters are made up of those businesses in that defined BID area who have a rateable value of £60,000 and over. 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.

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 <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)

A Business Improvement District (BID) involves a ballot of businesses in a specific area to raise funds to support projects of their own choosing as detailed in an agreed Business Plan. The proposer, LeedsBID, have opted to exempt all businesses with premises who have a rateable value of less than £60,000. This ensures that there are no costs levied on smaller businesses who are more likely to be independent in nature, These businesses will still enjoy the wider benefits of any potential investment if the ballot is successful.

The Council's role within the legislation is to hold the ballot and collect the BID levy based through the business rates mechanism, then passing the funds to LeedsBID to spend according to the priorities set within its Business Plan.

- **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 within the defined BID area. The Council is only required to organise the ballot officially and to formally declare the results.

- **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. As an organisation with properties within the BID area the Council has the right to vote, and a voice in determining LeedsBID's priorities.

An Executive Support Member sits on LeedsBID Board ensuring that their activities take place in line with the priorities set out in the Business Plan.

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	15 th May 2024
Date screening completed		

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: 15 th May 2024
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: