

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: Projects and Programmes, Asset Management and Regeneration
Lead person: Chris Gosling	Contact number: 0113 2475351

1. Title: Design & Cost Report & Tender Acceptance Report for the renovation of the Highwood Public House as a Children’s Centre & Community Centre
Is this a:
<input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other

2. Please provide a brief description of what you are screening
<ul style="list-style-type: none"> • Main aim The rapidly increasing birth rate in Leeds has resulted in the need to provide an additional amount of pupil places for reception age children across the city. Moor Allerton Hall Primary School was identified as one of the schools required to meet pupil placement needs in the local area via the Learning Places Programme. The school will duly be expanded from 420 places to 630 with effect from September 2018. As a consequence of this increase in pupil numbers new teaching accommodation is required from September 2019. • Purpose To enable the expansion of Moor Allerton Hall Primary School with effect from September 2019 it is necessary to relocate the Community Centre and Childrens Centre located on the school site. This will free up accommodation necessary to support the early years aspect of the expansion and provide the necessary external sports provision for the increased pupil numbers. To facilitate this is is

necessary to complete renovation works to the Highwood Pub, located in the vicinity of the school, in order to allow this building to be utilised for re-housing the aforementioned provisions. The pub will be split into two distinct areas and refurbished to accommodate its new function.

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?		No
Have there been or likely to be any public concerns about the policy or proposal?		No
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		No
Could the proposal affect our workforce or employment practices?		No
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 		No

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?**

Consultation and Involvement

Consultation has taken place with key stakeholders throughout the development of the proposed accommodation at the Highwood Pub.

- **Consultation with Planning & Highways Officers**

Periodic discussions have taken place with colleagues at key junctures within the wider Learning Places Programme. All comments have been incorporated into the final proposals for projects requiring planning submissions.

- **School Briefing Sessions**

The schools senior management team and governing body have been intrinsically involved in the development of the proposals and key considerations regarding accessibility of the design have been included in the proposals by the design consultant.

- **Councillor Briefing Sessions**

Local ward members have been informed of the proposal via briefing notes at programme wide level and through periodic updates to the programme board. Any appropriate alterations or recommendations required have been included in the project.

- **Community Centre Trustees**

The community centre trustees have been fully involved in the development of the proposed accommodation at the Highwood Pub along with their intended relocation. The drawings submitted to Planning reflect their expectations.

- **Children's Centre**

The Children's Centre have been fully involved in the development of the proposed accommodation at the Highwood Pub along with their intended relocation. The drawings submitted to Planning reflect their expectations.

- **Key findings**

The proposal detailed within this proposal is for the repurposing and renovation of an existing Council asset. The Highwood Pub is to be split into two sections and renovated to reflect its new usage as a Community Centre & Children's Centre. Development of the project is cognisant of the limitations of the existing building and provision has been allowed for to ensure the building is accessible for all.

- **Actions**

Access to the Building

The new building has been designed to adhere to the Disability and Discrimination act; as such the building will be fully accessible and conform to building regulations.

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
Jane Walne	Head of Projects & Programmes	26 th November 2018

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.

Please send a copy to the Equality Team for publishing

Date screening completed	
Date sent to Equality Team	
Date published (To be completed by the Equality Team)	