

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: Children's Service	Service area: Strategic Asset Management.
Lead person: Ed Staveley	Contact number: 0113 2475351

1. Title: Refurbishment of the former Burley Park PRU to Support Early Years Provision and LCC Office Space.
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 To provide refurbished accommodation within the former Burley Park PRU. The accommodation will support the relocation of Burley Park Little Owls Nursery and Leeds City Council Office space from Shire View. This project will support the aims of Children's and Families by providing a fit for purpose accommodation that meets the current and future demand in the local area. The refurbished office space will support the Changing the Workplace programme being delivered via the Strategic Asset Management team in the City Development directorate. This programme aims to rationalise the exiting office accommodation by providing modern facilities for LCC staff. • Purpose A screening exercise has been carried out to determine if the proposals at the former Burley Park PRU will impact upon equality. The required building works will support the Authority to provide a sufficient early years places in the Burley

Park area and flexible LCC office space that will support the Changing the Work place programme. The works will comprise of internal remodelling to the existing building and the creation of appropriate external play facilities.

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 	Yes	

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 building works at the former Burley Park PRU.

- **Briefing Sessions**

The project team involving key members of the children's centre and social care staff have ensured the proposed design meet statutory obligations when providing early years provision. Pre-planning consultation has been held with representatives from the Planning Department and LCC Highways colleagues. These consultations will be on-going where a planning application is required.

- **Councillor Briefing Sessions**

Local ward members have been informed of the proposal via briefing notes at programme wide level and through periodic update to senior officers within Childrens' and Families.

- **Key findings**

This scheme will be delivered via the Internal Service Provider with NPS Leeds Ltd providing the specification. The design team has ensured the design is compliant to British Building Regulations as a key deliverable. A requirement of which is the adherence to the Disability Discrimination Act and the associated building regulations linked to this legislation.

- **Actions**

Access to the Building

The required building work has been designed to adhere to the Disability and Discrimination act and ensure current level access is maintain throughout the building.

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)	
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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
Jane Walne	Head Of Service – Projects and Programmes	18 st December 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.

Please send a copy to the Equality Team for publishing

Date screening completed	18 th December 2019
Date sent to Equality Team	18 th December 2019
Date published (To be completed by the Equality Team)	