

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: Markets
Lead person: Steven Mason	Contact number: 0113 3789071

1. Title: Leeds market five year strategy

Is this a:

Strategy / Policy

 Service / Function

 Other

If other, please specify

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

The setting out of the strategic direction of Leeds Kirkgate Market over the next five years based on the current retail climate. This is to give the businesses within the market a clear direction of how the market will look and feel in five years time and what the market plan to do in order to continue to promote the market to attract new and existing footfall as well as new businesses.

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)

The aim of putting a new strategy in place is to show the direction the market is moving based around development works to the site as well as the rapidly changing retail climate. Having this clear direction was asked for by the businesses within the market in June 2019 as the previous strategy had come to the end of its time. This was to enable them to plan their own strategy moving forward as the pressure on high street retail continues to grow. The Strategy in itself does not bring forward any obvious issues in terms of equality, diversity, cohesion and integration aside from the action included within the Strategy that work is undertaken to strengthen the Values and Behaviours of the City Council are reinforced by means of a Compact with traders around how the Market is operated. This should bring forward beneficial outcomes in EDCI.

A variety of customer surveys were carried out by both Leeds universities to help to understand what customers and non-customers wanted to see in the market to help formulate ideas for the future direction.

After an initial draft strategy was put together by officers and consulting with the markets executive member and deputy executive member, it was then ready to share as part of the consultation process. The three market trader representatives were initially consulted on the draft strategy and were given the chance to make suggestions or comment. This was followed by officers presenting it to the market management board consisting of ward Councillors, market trader representatives and external business advisors. Again comments were noted. Traders were invited to take part in focus groups to review the strategy, traders from a range of different businesses came to speak with officers about their views and suggest what was missing from the strategy that would help their businesses grow and increase income.

The strategy was amended throughout this consultation process and the markets team were then able to make further comment. Feedback was taken on board and amends made to a final draft document which was then presented at a full market trader meeting. All traders were then given a further two weeks to feedback any comments and suggestions that they wanted to be included within the final strategy document.

Consultation activity reflected all sections of the Community.

- **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)

Feedback was positive and two main points around extending opening hours and a code of respect between traders and how they conduct themselves in the market have been included in the strategy, this came from the trader focus groups. No feedback came from any one group of traders feeling that the strategy impacted on their business in a negative way as they see the developments and refurbishments to unlettable units as a positive for their business as this will hopefully attract new businesses to the market in turn bringing footfall to these areas.

The market team were positive and came up with ideas to improve the outdoor market, an area that has seen decline but offered solutions for other types of business that could sit alongside to support these traders and generate more income for the service helping to keep jobs secure.

The increase in events and cultural experience all form part of the strategy and are already happening in the market. We have worked with a community art company called Seagulls on two projects so far creating lasting art pieces where the local community get involved to make the piece and then it is installed for all to see in the market. One piece showcases all the different languages spoken in the city and were depicted in a rainbow which now sits on an external wall of the market.

An Indian food festival is held every year which showcases home cooks rather than restaurants. This has been held for the past two years attracting the markets biggest footfall in one day of over 35K. Japanese students from Leeds university held a Sakra festival celebrating their culture attracting over 30K people to the market to take part in activities. The most recent event was put on for the BAME community helping to support young entrepreneurs from the African community into upstart businesses, they are back again this year promoting African foods and culture. These events help to link the local community to the market as well as showcase the different cultures within the city to a wider audience.

- **Actions**

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

We have in house communications officers that promote all businesses with in the market and also support traders by staging a variety of events from cultural events to those targeted at families to the elderly and minority groups etc. We promote the positive changes in the market to help raise the markets profile which in turn attracts both new customers and new businesses.

Annual updates on progress made on the strategy will also be shared with traders as we work towards the short, medium and long term targets, and over seen by the management board to ensure we are on track to achieve our goals. Press releases will also keep the public informed especially around the developments of which had a full EIA carried out prior to receiving approval, and if any other developments were to be considered within the next five years as part of the strategy the same would be carried out for them where appropriate.

Throughout the development work market traders will be given regular updates on progress. Regular meetings are held with the market trader representatives which allows for two way feedback and we have an open door policy for traders to book in to meet with senior officers if they wish to discuss issues on a 1-2-1 basis.

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
Steven Mason	Head of Markets	6/2/2020
Date screening completed		6/2/2020

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:

