

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: Built Environment
Lead person: Chris Gosling	Contact number: 0113 2475351

1. Title: Waiver of Contract Procedure Rules (CPR’s) for the utilisation of Authority owned modular accommodation at Horsforth School

Is this a:

Strategy / Policy

 Service / Function

 Other

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

- **Main aim**
 The rapidly increasing birth rate in Leeds has resulted in the need to provide an additional amount of pupil places for secondary age children across the city. Horsforth School was identified as one of the schools required to meet pupil placement needs in the local area via the Learning Places Programme. In advance of the permanent expansion project, led by the Academy and due for completion for September 2022, a ‘bulge’ cohort of 60 pupils is required at Horsforth School. This will be achieved by a combination of remodelling of existing provision and installing a legacy, Authority owned, modular building on-site. A waiver is required to appoint Portakabin to install complete this work, as it is predicated upon usage of a LCC asset currently in long-term storage at Portakabin’s Leeds depot.
- **Purpose**
 To enable the completion of the ‘bulge’ accommodation at Horsforth School it is necessary to utilise the two classroom LCC owned modular building, currently in

storage at Portakabin's Leeds depot, and install it at Horsforth School as an extension to an existing modular building on-site, also to be remodelled to provide the sum total of the necessary accommodation. A waiver is required to appoint Portakabin Ltd. to complete the removal works, this is necessary to ensure all guarantees and warranties associated with the building are maintained.

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 accommodation for Moor Allerton Hall Primary School.

- **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.

- **School Governing Body**

- The school governing body have been periodically updated on progress and allowed to feedback with comments as required.

- **Key findings**

- The proposal detailed within this report is for pre-construction activities and site setup works and has no impact on equality, diversity, cohesion and integration.

- **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.

Consultation

Extensive consultation has taken place both during the expansion project and also the statutory approval for increased the published admissions number at the school.

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	13 th April 2021

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)	