

Appendix C: Equality, Diversity, Cohesion and Integration (EDCI) impact assessment

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. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

Directorate: Resources	Service area: SEAQ
Lead person: Ellie Salvidge	Contact number: 01133786361
Date of the equality, diversity, cohesion and integration impact assessment: 23/08/2022	

1. Title: Draft Leeds Food Strategy
Is this a:
<input checked="" type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Members of the assessment team:

Name	Organisation	Role on assessment team For example, service user, manager of service, specialist
Ellie Salvidge	Leeds City Council	Officer
Emma Strachan	Leeds City Council	Officer

3. Summary of strategy, policy, service or function that was assessed:

A new draft Leeds Food Strategy is being taken to Executive Board in October. The strategy will be hosted on the Leeds City Council website for public consultation and the final version published in Spring 2023. The strategy follows the 3 themes of the Best City Ambition: health and wellbeing, inclusive growth (as food security and economy), zero carbon (as sustainability and resilience), with 5 objectives identified through partner collaboration against each.

Within the Executive Board report Leeds City Council's Food Procurement Guidelines are mentioned as an example project which is in line with the objectives of the strategy.

4. Scope of the equality, diversity, cohesion and integration impact assessment
 (complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

4a. Strategy, policy or plan
 (please tick the appropriate box below)

The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input checked="" type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>

Please provide detail:

Our vision is for Leeds to have a vibrant food economy where everyone can access local, healthy, and affordable food that is produced in ways that improve our natural environment and embrace innovation.

Health and wellbeing
Objective 1: Ensure people of all ages know how to access and eat food that supports their health and wellbeing.
Objective 2: Change our city environment to help make healthier food more available and appealing.
Objective 3: Offer targeted support that helps people most likely to develop diet-related diseases.
Objective 4: Champion community food initiatives that support healthier eating.
Objective 5: Develop a skilled local workforce that works collaboratively to advocate for healthier eating and changes which enable it.

Food security and economy
Objective 1: Tackle the root causes of food insecurity.
Objective 2: Improve access to, and inclusivity of, emergency and affordable food initiatives to help more people in need of support.

Objective 3: Continue to build a strong partnership approach across all sectors and with the people of Leeds.

Objective 4: Support inclusive growth within Leeds' food economy.

Objective 5: Promote Leeds as a vibrant food city—celebrating our independent food, drink, events, and culture.

Sustainability and resilience

Objective 1: Empower residents to choose healthy diets by raising awareness of choices that are good for the planet.

Objective 2: Tackle waste by reducing, redistributing, and utilising surplus food.

Objective 3: Champion environmentally sustainable and resilient procurement.

Objective 4: Support local farmers to transition to resilient and profitable agriculture which improves the environment.

Objective 5: Encourage and enable innovative and community-led food production.

For the full content of the draft Leeds Food Strategy see Appendix A of the executive board report 'Leeds Food Strategy and Food Procurement Guidelines'.

4b. Service, function, event

please tick the appropriate box below

The whole service (including service provision and employment)	<input type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input type="checkbox"/>
Procuring of a service (by contract or grant)	<input type="checkbox"/>
Please provide detail:	

5. Fact finding – what do we already know

Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback.

(priority should be given to equality, diversity, cohesion and integration related information)

The Leeds Food Strategy is a strategy for everyone in Leeds. It sets out broad objectives for the city to meet as a whole, it is not a document written to tell people what to do. Leeds has a diverse population with regards to all of the equality characteristics and this strategy does not aim to focus on a particular group. The work aims to benefit all people of Leeds across the three themes.

The Leeds Food Strategy was created by a cross council team alongside numerous partners, ensuring maximum knowledge and expertise. The council team included staff from SEAQ, Public Health, Financial Inclusion and Economic Development. Partners include health, sustainability, and financial inclusion partners from private, public and the third sector. Developing the objectives of the strategy in this collaborative way ensured a variety of viewpoints were heard therefore the impacts on various communities were considered. This process endeavoured to produce a set of inclusive objectives.

All of the strategy's objectives have been created considering both international/national and local data, therefore the decisions about where work should be focused is evidenced based.

The public consultation for the Leeds Food Strategy will run throughout Autumn aimed at all residents, businesses and organisations of Leeds. This consultation will ensure that the content of the strategy that has been built up is right and allows the team to make any changes to the initial draft that are required. Consultation will be conducted via three methods:

- 1) A survey hosted online. This could potentially exclude those that struggle with literacy, where English is a second language, and people with vision related disability. This will be overcome by working closely with the web team to ensure the content is as accessible as possible, e.g., can easily be inputted to a translator, any images have alt-text, etc. People with English as a second language will be a key group for face-to-face consultation with support from third sector partners.
- 2) Attendance at a variety of meetings to ensure engagement from key stakeholders, i.e., focus groups, presentations, and group discussion. Methodology will be agreed with each partner to meet individual needs.
- 3) Face-to-face focus group consultation conducted by FoodWise Leeds reaching out to several public consultation groups across Leeds communities. This will include the Leeds BiteBack 2030 Youth Board to represent the views of young people in the city.

The questions to support the consultation have been developed by the cross-council strategy team and will be tested by Leeds City Council's consultation team to ensure accessibility. The questions draw on insights from previous surveys to explore feedback on the vision and objectives of the strategy, as well as gain understanding on views and behaviours related to food which will provide useful benchmarks for the strategy, i.e., awareness/use of the national Eatwell Guide, likelihood to change behaviour, etc.

Are there any gaps in equality and diversity information

Please provide detail:

The team leading the consultation will ensure that all equality characteristics are considered.

Action required:

Development of a consultation plan.

6. Wider involvement – have you involved groups of people who are most likely to be affected or interested

Yes

No

Please provide detail:

Although the document is going for wider public consultation in October it has already been created in collaboration with a wide range of stakeholders from a variety of sectors from across the city. Therefore, the content of the draft strategy is not just ideas and wording generated by the council. It has been shaped by a number of groups that have different perspectives to one another thereby creating an inclusive document. Through this process, viewpoints from many different people in the city have been considered and insights from a variety of community groups have been shared. Participants ranged from large organisations to community groups. Those that have contributed so far, include: [The National Farmers Union](#), [The University of Leeds](#), [FareShare Yorkshire](#), [Rethink Food](#), [Incredible Edible](#), [Feed Leeds](#), [Climate Action Leeds](#), [Leeds Teaching Hospitals NHS Trust](#), [Flourishing Families](#), [Give a Gift](#), [Zest](#), [Trussell Trust](#), [Zero Waste Leeds](#), [Voluntary Action Leeds](#), [Growing Better](#), [Leeds Food Aid Network](#), plus many more.

Action required:

Wider public consultation of draft strategy.

7. Who may be affected by this activity?

please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Age | <input checked="" type="checkbox"/> Carers | <input checked="" type="checkbox"/> Disability |
| <input type="checkbox"/> Gender reassignment | <input checked="" type="checkbox"/> Race | <input checked="" type="checkbox"/> Religion or Belief |
| <input type="checkbox"/> Sex (male or female) | <input type="checkbox"/> Sexual orientation | |
| <input type="checkbox"/> Other | | |

(**Other** can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)

Please specify: Those experiencing food insecurity and/or diet related health conditions

Stakeholders

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Services users | <input type="checkbox"/> Employees | <input type="checkbox"/> Trade Unions |
| <input checked="" type="checkbox"/> Partners | <input type="checkbox"/> Members | <input checked="" type="checkbox"/> Suppliers |
| <input type="checkbox"/> Other please specify | | |

Potential barriers			
<input type="checkbox"/>	Built environment services	<input type="checkbox"/>	Location of premises and services
<input checked="" type="checkbox"/>	Information and communication	<input type="checkbox"/>	Customer care
<input type="checkbox"/>	Timing	<input type="checkbox"/>	Stereotypes and assumptions
<input type="checkbox"/>	Cost	<input checked="" type="checkbox"/>	Consultation and involvement
<input type="checkbox"/>	Financial exclusion	<input type="checkbox"/>	Employment and training
<input type="checkbox"/>	specific barriers to the strategy, policy, services or function		
Please specify			

<p>8. Positive and negative impact</p> <p>Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers</p>
<p>8a. Positive impact:</p> <p>Creating the strategy document in the collaborative manner that it was (explained above in sections 5 and 6) means that the draft strategy is more inclusive and considered than had the document been created solely by council officers.</p> <p>The consultation process will enable the Leeds Food Strategy to be developed according to local needs, ensuring that Council resources are utilised effectively. Furthermore, consulting with the public prior to launch will increase engagement, interest, and awareness of the strategy. Including questions which explore views and behaviours will help determine outputs and outcomes for the strategy and help to monitor the effectiveness of the strategy.</p>
<p>Action required:</p>

8b. Negative impact:
<p>Although the approach used to create the draft strategy took views from many stakeholders, there will still be groups that we underrepresented unfortunately. The 10 week consultation period endeavours to ensure any of these group's views are captured at this time and considered.</p> <p>Across the three methods for consultation all members of the community should have the opportunity to contribute. Ensuring a consultation plan is in place should help the steering group to monitor consultation engagement across key groups.</p> <p>Consulting with the public could mean that substantial changes are required to the document which could delay the project timescale.</p>
Action required:
Ensure timescales are reviewed and a consultation plan is monitored.

9. Will this activity promote strong and positive relationships between the groups/communities identified?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>Please provide detail: The work of the Leeds Food Strategy aims to bring together groups to promote more collaborative work to achieve greater outcomes.</p>
Action required:

10. Does this activity bring groups/communities into increased contact with each other? (for example, in schools, neighbourhood, workplace)
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>Please provide detail: To deliver the objectives of the strategy, from now until 2030 there will be a number of actions each year. Due to the collaborative nature of the objectives of the strategy, it is likely that actions will require increased contact between groups with joint visions.</p>
Action required:

11. Could this activity be perceived as benefiting one group at the expense of another? (for example where your activity or decision is aimed at adults could it have an impact on children and young people)

Yes

No

Please provide detail:

As stated in the vision of the strategy...

Our vision is for Leeds to have a vibrant food economy where **everyone** can access local, healthy, and affordable food that is produced in ways that improve our natural environment and embrace innovation.

Action required:

12. Equality, diversity, cohesion and integration action plan (insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)			
Action	Timescale	Measure	Lead person
Development of a consultation plan	September 2022 – October 2022	<p>Consultation that considers all equality characteristics is delivered, i.e., accessible online survey and face-to-face sessions held.</p> <p>Number of online surveys completed (demographic information will show representation from different groups).</p> <p>Number of face-to-face sessions held, number of attendees, demographic representation of attendees.</p>	Ellie Salvidge
Wider public consultation of draft strategy document	October 2022 - December 2022	<p>Consultation that considers all equality characteristics is delivered, i.e., accessible online survey and face-to-face sessions held.</p> <p>Number of online surveys completed (demographic information will show representation from different groups).</p> <p>Number of face-to-face sessions held, number of attendees, demographic representation of attendees.</p>	Ellie Salvidge
Consultation plan is monitored	October 2022 - December 2022	<p>Consultation with responses/input from all demographics of Leeds is achieved.</p> <p>Number of online surveys completed (demographic information will show representation from different groups).</p>	Ellie Salvidge

		Number of face-to-face sessions held, number of attendees, demographic representation of attendees.	
Ensure timescales are reviewed	December 2022 – January 2023	Final strategy delivered to timescale expected.	Ellie Salvidge

13. Governance, ownership and approval

State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment

Name	Job title	Date
Polly Cook	Chief Officer SEAQ	28/09/2022
Date impact assessment completed		28/09/2022

14. Monitoring progress for equality, diversity, cohesion and integration actions (please tick)

- As part of Service Planning performance monitoring
- As part of Project monitoring
- Update report will be agreed and provided to the appropriate board
Please specify which board
- Other (please specify)

15. 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 impact assessment 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 impact assessments 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 assessment was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent: 29/09/2022
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: