

# Equality, Diversity, Cohesion and Integration (EDCI) 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.

<b>Directorate: Communities and Environment</b>	<b>Service area: Parks and Countryside</b>
<b>Lead person: Samantha Sole</b>	<b>Contact number: 0113 378 8150</b>

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

<b>2. Please provide a brief description of what you are screening</b>
<p>Leeds City Council has hosted the Leeds West Indian Carnival over the August Bank Holiday for over 55 years. Approximately 100,000 come to watch the West Indian Carnival, from a broad range of ethnic backgrounds. Events of this size require rigorous partnership &amp; planning between the council, emergency services, and the local community, and the procuring and implementing of infrastructure and production services are an important part of this process.</p> <p>Leeds City Council worked alongside Grace &amp; Tailor at this event in 2022 and found that the company have sufficient resources and staff to take on this role in its entirety for this event and were a welcomed asset to the small event management team.</p> <p>G&amp;T Ltd have demonstrated the ability to successfully manage the procurement and production of the Leeds West Indian Carnival with due cultural sensitivity. The decision requests such a waiver with respect to the procurement of a main production company for the Leeds West Indian Carnival held over the August Bank Holiday weekend, in</p>

order to ensure that the events are managed safely in the interests of the local and wider community.

### 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"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>	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)

Leeds City Council has worked alongside Grace & Tailor Ltd for a number of years including Leeds West Indian Carnival 2022 observing their production services for events and have found that the company is able to successfully manage the production of events with due cultural sensitivity as demonstrated within their vast event catalogue.

• **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)

Grace & Tailor have been an integral provider in several City Centre events and Parks & Countryside events including Leeds West Indian Carnival, Leeds Pride, Asian Mela, Newsam Park and Curry & Beer festival and have gained significant operational knowledge and local insight into the city's cultural diversity, which in turn has resulted in many events running smoothly in previous years including the Leeds West Indian Carnival last year. For the reasons contained within this screening, it is considered that it would be extremely difficult to procure an alternative production provider of the same calibre, expertise, and experience within the short timeframe we are working to. Additionally, the council gains assurance by using a supplier which has already overseen the production of this event last year with a tried and tested service and expertise in maintaining robust control of this event specifically.

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

Grace & Tailor Ltd employ operatives who have gained the respect of many local communities, contractors and vendors, this being an important consideration for the production management of this event which attract at times a boisterous and energetic mix. The selection of the appropriate main production provider is essential to the successful running of this event in a manner which would maintain community cohesion and harmony, while ensuring that the event runs smoothly both within the park and out on the route of the carnival.

**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

<b>Name</b>	<b>Job title</b>	<b>Date</b>
Samantha Sole	Community Activities Officer	17/03/2023
<b>Date screening completed</b>		17/03/2023

**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](mailto: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 <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent: