

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: Resources	Service area: Democratic Services
Lead person: John Kearsley	Contact number:0113 2474121

1. Title: Webcasting Council Meetings

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

If other, please specify

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

A report is due to be considered by General Purposes Committee on proposals to webcast Council meetings. This follows two trial webcast of Council meetings in November 2012 and May 2013.

The report seeks Members view on the trials and asks for a decision on whether the Council should continue to webcast meetings using a managed service at a cost of approximately £16k for a municipal year.

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?	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)

Webcasting provides a new opportunity for public and staff to see and hear Council meetings. At present the only way this can be experienced is by attending the meeting and due to the location and listed nature of the Civic Hall this can be difficult for some people with disabilities. Although we do make arrangements to facilitate disabled access to meetings webcasting provides another option to access Council meetings which can be a useful facility for all. Accessing live coverage of council meetings potentially gives more access to an important part of local democracy to more parts 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)

Accessing webcasts on the internet is something that is available to a large group of people from all groups and communities. In most cases this will be a positive impact as it is an additional and more convenient option for people to access areas of council business which that may be interested in.

It is accepted that some people do not have access to the internet and miss out due to the “digital divide”. In context this project is a small element in the broader problem of providing greater access to digital facilities and on balance it is likely to help the move towards broader access rather than restrict it.

- **Actions**

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

Promotion and publicity of the availability of the facility.

Using the webcast facility as part of the programme of addressing the digital divide

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
John Kearsley	Chief Officer (Democratic and Central Services)	16.5.13

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.

If this screening relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** screening's should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Date screening completed	16.5.13
--------------------------	---------

If relates to a Key Decision - date sent to Corporate Governance	Not applicable
---	----------------

Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	
--	--