

Appendix C

Equality Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact your directorate support officer or the Access to Services team (see guidance for details).

Section 1
Which service area and directorate are you from?
Service Area: Public Protection
Directorate: Place

Q1(a)

WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input checked="" type="checkbox"/>
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(b) Please name and describe below

The following services have been subject to a 4 stage commissioning review, i.e., Building Control, Licensing, Trading Standards, Health Promotion, Pollution, Pest Control, Food Safety, Registration & Bereavement and Housing & Public Health. The majority of these functions are statutory, frontline and critical to the health and wellbeing of individuals and communities.

Proposals on the outcome of the review will be considered by Cabinet on 19th October 2017. These proposals include opportunities to generate additional income and to improve services via IT efficiencies.

Numerous income generating proposals have been identified within the review. However subject to Cabinet approval, further work is required to develop more detailed business cases/market test the proposals to analyse potential demand, income, risks and resources etc, together with the relevant stakeholder consultation and completion of any EIA screenings / reports as required.

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery <input checked="" type="checkbox"/> (H)	Indirect front line service delivery <input checked="" type="checkbox"/> (M)	Indirect back room service delivery <input type="checkbox"/> (L)
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(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...

Because they need to <input type="checkbox"/> (H)	Because they want to <input checked="" type="checkbox"/> (M)	Because it is automatically provided to everyone in Swansea <input checked="" type="checkbox"/> (M)	On an internal basis i.e. Staff <input type="checkbox"/> (L)
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Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18)	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Any other age group (18+)	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Disability	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Gender reassignment	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Marriage & civil partnership	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Pregnancy and maternity	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Race	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Religion or (non-)belief	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sex	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sexual Orientation	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Welsh Language	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Poverty/social exclusion	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Carers (inc. young carers)	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Community cohesion	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

Q4 HAVE YOU / WILL YOU UNDERTAKE ANY PUBLIC CONSULTATION AND ENGAGEMENT RELATING TO THE INITIATIVE?

YES X NO (If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

However subject to Cabinet approval, further work is required to develop more detailed business cases/market test the proposals and any stakeholder consultation will be undertaken by the relevant service area.

If yes, please provide details below

Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?

High visibility <input type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility X (L)
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**(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?
(Consider the following impacts – legal, financial, political, media, public perception etc...)**

High risk <input type="checkbox"/> (H)	Medium risk <input type="checkbox"/> (M)	Low risk X (L)
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Q6 Will this initiative have an impact (however minor) on any other Council service?
 Yes X No If yes, please provide details below

Q7 HOW DID YOU SCORE?

Please tick the relevant box

**MOSTLY H and/or M → HIGH PRIORITY → EIA to be completed
Please go to Section 2**

**MOSTLY L → LOW PRIORITY / NOT RELEVANT → Do not complete EIA
Please go to Q8 followed by Section 2**

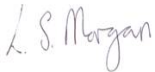
Q8 If you determine that this initiative is not relevant for a full EIA report, you must provide adequate explanation below. In relation to the Council's commitment to the UNCRC, your explanation must demonstrate that the initiative is designed / planned in the best interests of children (0-18 years). For Welsh language, we must maximise positive and minimise adverse effects on the language and its use. Your explanation must also show this where appropriate.

If the proposals are approved by Cabinet, work will be undertaken to develop them further as mentioned above and each will then be subject to individual EIA screenings as and when required.

Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

Screening completed by:
Name: Lynda Grove
Job title: Service Improvement Manager
Date: 18 th August 2017

Approval by Head of Service:
Name:  LEE MORGAN
Position: Head of Housing & Public Protection
Date: 18 th August 2017

Please return the completed form to accesstoservices@swansea.gov.uk