

<b>Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact the Access to Services team (see guidance for details).</b>
<b>Section 1</b>
Which service area and directorate are you from?
Service Area: Lifelong Learning – Tackling Poverty Service
Directorate: Social Services

**Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?**

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

**Summary**

Lifelong Learning Service relocation – It is recommended that the Lifelong Learning Service including back office staff and learning delivery relocate from Bryn House, Walters Road, Uplands, Swansea SA1 4PS. It is proposed that back office functions are relocated to the Civic Centre while the delivery of learning opportunities that took place at Bryn House are delivered at a range of appropriate community venues across the county.

**Background**

Swansea Council Lifelong Learning Service delivers accredited Essential Skills classes in Numeracy, Literacy IT and Employability Skills as well as non-accredited Well-being courses including Arts, Crafts, Textiles, Photography, Music, Yoga and Cookery.

The Welsh Government report, ‘A Review of Adult Community Learning in Wales’ (2016) recognises the benefits of lifelong learning as more than the learning activity itself:

*‘ACL provides opportunities for individuals to acquire new skills, achieve qualifications, progress onto further learning pathways, or directly into employment or volunteering. ACL also contributes to health and wellbeing, social inclusion, community cohesion and can act as a tool to tackle poverty.’*

Bryn House has been used since 1947 for the delivery and administration of Lifelong Learning provision in Swansea. The site is next to Gower College’s Llwyn Y Bryn site and is the old Llwyn Y Bryn School Headteacher’s house and grounds. The Bryn House site includes the main two story building which has a basement area, teaching kitchen, reception area, storage rooms, small teaching room, toilets on a landing accessed by stairs and offices on the second floor accessed by stairs only. The site also includes a demountable building with two classrooms and toilets, car parking for 9 cars and a garden.



A Fire Safety Report completed in 2014 highlighted a number of issues that are yet to be fully addressed. If the site continues to be used by staff and the public then these issues will have to be addressed as a matter of urgency. Short term measures have been taken that allow classes to continue to the end of the Summer Term 2019, but these measures are not a sustainable long term solution.

The ongoing costs for the maintenance of the site is becoming restrictive to the effective and efficient delivery of the Lifelong learning Service. A plan has to be developed that protects the ability of the service to evolve and grow, providing relevant learning opportunities to meet the changing needs and demands of Swansea’s diverse population.

It is proposed that the back office and Essential Skills tutors can be relocated to Civic Centre whilst the delivery of classes would be delivered across a range of community venues such as Community Centres, Cwmbwrla Centre, Victoria Park, Gower College, Schools, Civic Centre, Libraries, Friendship House, Canolfan Y Bont, Montana Park, etc.

At the time of writing, engagement with various stakeholders including learners, tutors, staff, partner organisations and voluntary groups that are current users of the Bryn House site is underway. This engagement process will inform the future delivery of displaced services.

The engagement process will seek to identify the impact on current users accessing services at the Bryn House site so that appropriate mitigating actions may be put in place to ensure the continuation, growth, accessibility and sustainability of the services affected.

**Q2(a) WHAT DOES Q1a RELATE TO?**

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

**(b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?**

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

**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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Older people (50+)	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh Language	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Q4 WHAT ENGAGEMENT / CONSULTATION / CO-PRODUCTIVE APPROACHES WILL YOU UNDERTAKE?**

**Please provide details below – either of your planned activities or your reasons for not undertaking engagement**

Staff and service users will be engaged with to further understand the impact that the proposed relocation will have and so that any adverse impacts can be identified and mitigated.

Stakeholders include current users of the Bryn House Site:

- Swansea Council Staff, specifically the Life Long Learning Service and its staff operating at the site.
- Members of the general public who participate in learning opportunities provided by the Lifelong Learning Service at the site.
- Partner organisations (Public Sector, Private Sector, Third Sector) who are involved in the delivery of provision at the site.
- Cabinet Member for Better Communities (People).
- Cabinet Member for Education Improvement, Learning & Skills.

**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 <input checked="" type="checkbox"/> (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 <input checked="" type="checkbox"/> (L)
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**Q6 Will this initiative have an impact (however minor) on any other Council service?**

Yes       No      **If yes, please provide details below**

If the property becomes surplus to requirements then it would return to the Corporate Landlord for reallocation/disposal.

Various venues managed by Cultural Services, Social Services and Education would be positively impacted by greater demand and use of a number of their venues to deliver learning opportunities.

**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 an EIA report, you must provide a full explanation here. Please ensure that you cover all of the relevant protected groups.**

The Lifelong Learning Service provides learning opportunities for residents of Swansea aged 16 yrs and above. Current service users of all ages above 16 yrs who participate in activities at the Bryn House site will be accustomed to the site and the facilities available at the site. This also includes members of community groups who have been granted access to the site for meetings and activities, as well as members of staff.

For users who suffer with a physical disability or ailment, it is likely that full access to the site is restricted due to the dated design and consideration of access features. Greater delivery of learning opportunities in communities, utilising more modern buildings with more suitable access features would likely increase accessibility to services.

It is hoped that the impact of the proposals for those experiencing poverty or social exclusion would be positive as services delivered more locally would increase opportunity of access and engagement leading to greater participation.

A greater range of services and learning opportunities delivered within communities would increase the local provision for people to come together and interact through formal and informal learning. This would increase cohesion within communities.

For other protected characteristics the impact is expected to be neutral.

At this point no full EIA is required, if equality issues are identified during engagement with service users and partners this screening will be revisited to identify if a full EIA is required.

**At this stage there are no significant adverse impacts on protected characteristic groups identified.**

**If engagement with stakeholders identifies any issues that impact on equality, then this EIA screening will be revisited.**

**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.

<b>Screening completed by:</b>
<b>Name:</b> Anthony Richards
<b>Job title:</b> Poverty & Prevention Strategy and Development Manager
<b>Date:</b> 11/6/19
<b>Approval by Head of Service:</b>
<b>Name:</b> Amy Hawkins
<b>Position:</b> Tackling Poverty Service Manager
<b>Date:</b> 19/6/19