Equality Impact Assessment Screening Form – Appendix B

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: Building Services
Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
☐	☐	☒	☐	☐	☐

(b)   Please name and describe below

Capital Maintenance works programme 20/21
To agree the schemes to be funded through the Capital Maintenance programme

Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
☐ (H)	☒ (M)	☐ (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
☐ (H)	☐ (M)	☒ (M)	☐ (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)	☐	☐	☒	☐
Any other age group (18+)	☐	☐	☒	☐
Disability	☐	☐	☒	☐
Gender reassignment	☐	☐	☒	☐
Marriage & civil partnership	☐	☐	☒	☐
Pregnancy and maternity	☐	☐	☒	☐
Race	☐	☐	☒	☐
Religion or (non-)belief	☐	☐	☒	☐
Sex	☐	☐	☒	☐
Sexual Orientation	☐	☐	☒	☐
Welsh Language	☐	☐	☒	☐
Poverty/social exclusion	☐	☐	☒	☐
Carers (inc. young carers)	☐	☐	☒	☐
Community cohesion	☐	☐	☒	☐

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

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

If yes, please provide details below

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

High visibility	Medium visibility	Low visibility
☐ (H)	☐ (M)	☒ (L)

(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?
(Consider the following impacts – legal, financial, political, media, public perception etc…)

High risk	Medium risk	Low risk
☐ (H)	☐ (M)	☒ (L)

Q6 Will this initiative have an impact (however minor) on any other Council service?

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

Programme relates to Building Capital Maintenance Works

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 / ⟶ ☒ **Do not complete EIA**
NOT RELEVANT   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.

The impact has been determined as low priority and as such, a full EIA is not required at this stage. The Capital maintenance investment within building assets and social services assets in Swansea will help to realise a more sustainable asset portfolio for Swansea Council. Where relevant, each specific project for which funding is agreed will be screened for an Equality Impact Assessment.

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: Nigel Williams
Job title: Head of Building Services
Date: 10/2/2020

Approval by Head of Service:
Name: Nigel Williams
Position: Head of Building Services
Date: 10/2/2020

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