

Please ensure that you refer to the Screening Form Guidance while completing this form.

**Which service area and directorate are you from?**

**Service Area:** Legal & DS  
**Directorate:** Corporate Services

**Q1a What are you screening for relevance?**

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy / Plans / Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh

**Q1b Please name and fully describe initiative here:**

Amendments to the Council Constitution, specifically Article 4 and the Budget Policy and Framework

**Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)?**

	High Impact		Medium Impact		Low Impact		Needs further investigation
	+	-	+	-	+	-	
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Q3</b>	<b>What involvement has taken place / will you undertake e.g. engagement / consultation / co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement.</b>
	Consultation has taken place with Directors and Constitution Working Group. On 22/8/24 CWG approved the report with some amendments. The amended report will now be submitted to Council for approval.

<b>Q4</b>	<b>Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:</b>		
		<b>Yes</b>	<b>No</b>
<b>4a)</b>	<b>Overall does the initiative support our Corporate Plan’s Well-being Objectives when considered together?</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4b)</b>	<b>Does the initiative consider maximising contribution to each of the seven national well-being goals?</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4c)</b>	<b>Does the initiative apply each of the five ways of working?</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4d)</b>	<b>Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Q5</b>	<b>What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc.)</b>		
	<b>High Risk</b>	<b>Medium Risk</b>	<b>Low Risk</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<b>Q6</b>	<b>Will this initiative have an impact (however minor) on any other Council service?</b>		
	<b>Yes</b>	<b>No</b>	<b>If Yes, Please provide details below:</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Failure to adopt the report would prevent the Council from improving its governance processes.		

<b>Q7</b>	<b>What is the cumulative impact of this proposal on people and / or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation? <i>(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact / poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)</i></b>
	This is a legislative & constitutional report. It supports the Council’s decision making and good governance.

**Outcome of Screening**

<b>Q8</b>	<p><b>Please describe the outcome of your screening below:</b></p> <ul style="list-style-type: none"> <li>• <b>Summary of impacts identified and mitigation needed (Q2)</b></li> <li>• <b>Summary of involvement (Q3)</b></li> <li>• <b>WFG considerations (Q4)</b></li> <li>• <b>Any risks identified (Q5)</b></li> <li>• <b>Cumulative impact (Q7)</b></li> </ul> <p>(NB: This summary paragraph should be used in the relevant section of corporate report)</p>
	The report is important in terms of reviewing, revising and improving the Council's decision making and good governance.

<input type="checkbox"/>	<b>Full IIA to be completed.</b>
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<input checked="" type="checkbox"/>	<b>Do not complete IIA – please ensure you have provided the relevant information above to support this outcome.</b>
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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.

<b>Screening completed by:</b>	
<b>Name:</b>	<b>Debbie Smith</b>
<b>Job Title:</b>	<b>Deputy Monitoring Officer</b>
<b>Date:</b>	<b>28 August 2024</b>

<b>Approval by Head of Service:</b>	
<b>Name:</b>	<b>Debbie Smith</b>
<b>Position:</b>	<b>Deputy Chief Legal Officer</b>
<b>Date:</b>	<b>28 August 2024</b>

Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)