

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
What service area and directorate are you from?
Service Area: Planning & City Regeneration
Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) Please name and describe below

This project follows the 4 stage Commissioning Review framework. As part of the Sustainable Swansea programme, service reviews (commissioning reviews) are being carried out across all council services.

In due course the review will document the services provided, compare our provision with that of others and make recommendations across the entire range of services in scope to ensure we provide or continue to provide efficient and effective services.

- The Planning & City Regeneration review includes -
- Cluster 1 DEVELOPMENT, CONSERVATION & DESIGN
 - Cluster 2 - STRATEGIC PLANNING & NATURAL ENVIRONMENT
 - Cluster 3 - DEVELOPMENT & PHYSICAL REGENERATION
 - Cluster 4 – CCM
 - Cluster 5 – MOBILITY HIRE
 - Cluster 6 SWANSEA MARKET
 - Cluster 7 - ECONOMIC DEVELOPMENT & EXTERNAL FUNDING

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 checked="" type="checkbox"/> (M)	<input checked="" type="checkbox"/> (L)

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

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 type="checkbox"/> (M)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING PROTECTED CHARACTERISTICS

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Age	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Disability	<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"/>
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"/>
Race	<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"/>
Welsh Language	→ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

Workshops with stakeholders and engagement through the intranet and staff events were consistent throughout the review. As the options were developed we held a stakeholder workshop that was well attended with all major stakeholders from both Internally & External represented.

Q5(a) HOW VISIBLE IS THIS SERVICE/FUNCTION/POLICY/PROCEDURE/PROJECT/ STRATEGY TO THE GENERAL PUBLIC?

High visibility to general public <input type="checkbox"/> (H)	Medium visibility to general public <input type="checkbox"/> (M)	Low visibility to general public <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 to reputation <input type="checkbox"/> (H)	Medium risk to reputation <input checked="" type="checkbox"/> (M)	Low risk to reputation <input type="checkbox"/> (L)
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Not yet documented/detailed; however, this is likely to be a YES given the scope of this review and the vast number of dependencies between the Planning service and other council services.

Q6 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 Q6 followed by Section 2

Q7 If after completing the EIA screening process you determine that this service/function/policy/project is not relevant for an EIA you must provide adequate explanation below (Please use additional pages if necessary).

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Section 2

During the review we have identified that there will be little to no impact for any protected groups, recommendations are that all aspects of the Planning & City Regeneration service are delivered through a transform in house model with a focus on new ideas for efficiencies, income generation and creating a solid foundation for the more radical changes that are likely to impact on the service in coming years from the local government reform agenda being pursued by the Welsh Government as a result, a full EIA has not been deemed necessary.

The only possible exception is for Mobility Hire, which has been screened separately.

NB: Please send this completed form to the Access to Services Team for agreement before obtaining email approval from your Head of Service.

Screener- This to be completed by the person responsible for completing this screening	
Name:	— Marlyn Dickson
Location:	— Agile Room
Telephone Number:	Date: — -01/08/2017
Approval by Head of Service	
Name:	Phil Holmes
Position:	— Head of Service – Planning & City Regeneration
Date: — 02/08/2017	

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