

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: Planning & City Regeneration (City Centre Management)

Directorate: Place

Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 (also known as commissioning reviews) are being carried out across all council services. The review of the Planning & City Regeneration Section has identified within the Swansea Mobility Hire a number of in-house changes to delivery of the Service. The proposal purports a programme of diversification to develop a more cross Council approach whereby designation as a Visitor Information Point to deal with tourist and visitor queries will be undertaken. The coordination of access issues in the City Centre will also be a role the service will provide and a maintenance and repair service for mobility equipment will also be developed. Measures to engage the third sector in the future operation of Swansea Mobility Hire together with an increase in the hire fees and charges that are in place will be undertaken. A programme to better promote the Service is another recommendation that will be addressed.

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 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 checked="" 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"/>
Any other age group (18+) →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>
Poverty/social exclusion →	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Carers (inc. young carers)	→	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community cohesion	→	<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

At present no public consultation/engagement has been undertaken, however, as the options are developed there will be engagement with service users and other stake-holders with a role and/or interest in the Service.

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

High visibility <input type="checkbox"/> (H)	Medium visibility <input checked="" type="checkbox"/> (M)	Low visibility <input 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 checked="" type="checkbox"/> (H)	Medium risk <input type="checkbox"/> (M)	Low risk <input 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**

The programme of diversification will support a number of other Council services in the delivery of their objectives. In particular, the Culture and Tourism team will benefit from having a central City Centre Facility from which key activities may be promoted. This is particularly pertinent following the closure of the City Centre Tourist Information Centre.

A number of colleagues across the council will also be supported in terms of the provision of a 'one stop shop' type facility from which access issues in the City Centre can be coordinated.

The continuation and diversification of this City Centre facility will also support the regeneration agenda for the City Centre that is being developed by colleagues working across the council and in particular in the City Planning and Regeneration section.

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

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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.

At this point in time we do not consider a full equality impact assessment to be necessary. This view is taken on the basis that the fundamental focus will continue to be the provision of access equipment for those with mobility issues seeking to use the City Centre. The proposed changes will complement the existing provision and provide customers with the opportunity to access wider council services and seek additional support.

Proposals to increase the current fees and charges will take into account reasonable increments in line with inflation increases which have not occurred since January 2015. Benchmarking also shows that the fees are typically lower than similar services operating across the UK.

There is an acceptance that this position may change and we will repeat this screening exercise when planning the implementation of the proposed changes (in particular any increases to fees / charges) and following the engagement of service users and other stake-holders.

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: Lisa Wells
Job title: City Centre Manager
Date: 24 July 2017
Approval by Head of Service:
Name: Phil Holmes
Position: Head of City Planning & Regeneration
Date:

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