

Equality Impact Assessment Screening Form

Please ensure that you refer to the Draft Screening Form Guidance while completing this form. If you would like further guidance please contact Corporate Strategy or your directorate Heads of Service Equality Group Champion.

Section 1

What service area and directorate are you from?

Service Area: Electoral and Democratic Services

Directorate: Chief Executive's

Q1(a) What are you screening for relevance?

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal X
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(b) Please name and describe below

To approve final proposals in relation to the review of community arrangements for submission to the Local Democracy and Boundary Commission for Wales.

Q2(a) What does Q1a relate to?

Direct front line
service delivery

Indirect front line
service delivery

Indirect back room
service delivery

(H)

(M)

X (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 NPT

On an internal
basis
i.e. Staff

(H)

(M)

(M)

(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"/>	X	<input type="checkbox"/>
Disability	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Gender reassignment	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Marriage & civil partnership	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Pregnancy and maternity	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Race	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Religion or belief	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sex	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Sexual orientation	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Welsh language	→ <input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

Q4(a) How visible is this service/function/policy/procedure/ project/strategy to the general public?

High visibility
to general public

Medium visibility
to general public

Low visibility
to general public

(H)

(M)

X (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

(H)

Medium risk
to reputation

(M)

Low risk
to reputation

(L)

Q5 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

Q6 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).

Following the conclusion of the formal consultation exercises final proposals have now been drawn up and following approval by the relevant Cabinet Board will be submitted to the Local Democracy and Boundary Commission for Wales for scrutiny. The Commission will then review the proposals and if minded submit recommendations to Welsh Government to implement the outlined minor electoral and boundary alterations.

As part of this process a screening assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the Screening Assessment it has been determined that these proposals do not require a Full Equality Impact Assessment.

Section 2

Screener- This to be completed by the person responsible for completing this screening
Name: Rhys James George
Location: Electoral and Democratic Services, Civic Centre, Port Talbot
Telephone Number: 01639 763719
Date: 19 May 2015
Approval by Head of Service
Name: Karen Jones
Position: Head of Corporate Strategy and Democratic Services
Date: 19 May 2015

Please ensure this completed form is filed appropriately within your directorate because it may be required as evidence should a legal challenge be made regarding compliance with the Equality Act 2010.