

Equality Impact Assessment (EIA) Report Form

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

Please refer to the 'Equality Impact Assessment Guidance' while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.

Where do you work?
Service Area: CCTV
Directorate: CHEX

(a) This EIA is being completed for a...

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

A full review of the CCTV service to explore the options available to continue with the service in line with the Authorities FFP which is to reduce the budget by £80,000 for the years 2016/17 and 2017/18. The essence of the review is that the way the service is staffed, the age and number of cameras and the lack of contributions from partners and business have resulted in an expensive service that no longer matches current operating practices and legislation. The aim and purpose of the service is to promote public confidence by developing a secure environment for those visiting or using the area covered by the CCTV scheme.

(c) It was initially screened for relevance to Equality and Diversity on: 6th February 2015

(d) It was found to be relevant to...

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

(e) Lead Officer

Name: Jayne Banfield

Job title: Customer Services Manager

Date: 22nd September 2015

(f) Approved by Head of Service

Name: Karen Jones

Job title: Head of Corporate
Strategy and Democratic
Services

Date: 22nd September 2015

Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project:

What are the aims? To review the cctv service and identify areas where savings can be made or income generated to achieve the savings targets in the Authorities Forward Financial Plan for 2016/17 2017/18

The essence of the review is that the way the service is staffed, the age and number of cameras and the lack of contributions from partners and business have resulted in an expensive service that no longer matches current operating practices and legislation.

The aim and purpose of the service is to promote public confidence by developing a secure environment for those visiting or using the area covered by the CCTV scheme.

The CCTV service is aimed at ensuring the safety of all residents regardless of the protected characteristics.

Who has responsibility?

Karen Jones – Head of Corporate Strategy and Democratic Services.

Who are the stakeholders?

The General Public, South Wales Police, Police and Crime Commissioner, City and County of Swansea, British Transport Police, Retail and Licenced Trade, Internal Council Departments , potential developers, Town and Community Councils in the relevant areas, SWTRA together with the staff in Council who run the service.

Section 2 - Information about Service Users (See guidance):

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

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

What information do you know about your service users and how is this information collected?

Records are maintained within the CCTV control room which identifies/itemises the incidents that have occurred and captured on CCTV. Records are also maintained to record phone calls and visits to the control room, the data capture indicates peak demand periods and where intervention may be needed.

The general public are the subject of the CCTV system as cameras are recording 24 hours a day when an incident is captured the footage is retained until such time the Police or other agency require data for evidential purposes.

Any Actions Required?

As part of the public consultation, respondents were asked to identify their personal characteristics and to comment on the initial Equality Impact Assessment.

Respondents ages ranged from 17 to 85. The highest number of responses were from those aged 30-59.

Responses were submitted mostly from residents and covered a range of locations across the county borough

90% of respondents thought there were no other equality impacts to draw out beyond those in the report. Where people did identify additional impacts, these were not in respect of people with protected characteristics. The comments made have been incorporated into relevant sections of the covering report.

12.15% of respondents described themselves as disabled.

89% of respondents described themselves as White British. 9 respondents described themselves as belonging to a minority ethnic group.

There was an equal response from men and women.

50 respondents described their faith as Christian, Hindu or Muslim

5 respondents described themselves as gay or bisexual. All others described themselves as heterosexual

Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Disability	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Gender reassignment	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Marriage & civil partnership	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Pregnancy and maternity	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Race	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Religion or belief	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Sex	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Sexual orientation	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
Welsh language	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>

Thinking about your answers above, please explain in detail why this is the case? including details of any consultation (and/or other information), which has been undertaken to support your view?

The initial options have been refined in light of the research and consultation undertaken. Three short-listed options are presented in the report to cover the short term, with the option of combining services across the Neath port Talbot and Swansea councils being the recommended option for the medium to long term.

- Option 1 – withdraw the service entirely. This is considered to have the biggest negative impact on the community. There are also significant costs associated with decommissioning the service and consequently this is not the preferred option.
- Option 2 – Reduce the number of cameras and provide a passive service. This would mitigate the impact of withdrawing the service in its entirety. There is likely to be a negative impact on crime and disorder, especially in town centres and the seafront together.
- Option 3 – Reduce the number of cameras and move to a demand-led monitoring staffing arrangement– this is the preferred option and would mitigate to a significant extent the impact on crime and disorder.
- Medium Term – Combine the service with the City and County of Swansea. This would appear to offer the best value for money option for the longer term but will need to be subject to a full business case which is beyond the remit of this review.

The impact on protected groups is anticipated to be indirect as the main impact on the provision or variation of the CCTV service is on Crime and Disorder and fair justice outcomes. It is known from research evidence that some groups with protected characteristics are over / under represented in victim and offender profiles.

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view?

Stakeholders include staff, trade unions, council officers, elected Members, Town and Community Council Members, retailers, traders, licensees, police, courts, CPS, general public, CCTV service providers, officers at the City and County of Swansea.

A public consultation on the long list of options has been conducted and 109 responses were received. Additionally, face to face consultation with key stakeholders has been undertaken.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)

None

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

<p>Foster good relations between different groups Positive or Negative depends on options selected</p>	<p>Advance equality of opportunity between different groups N/A</p>
<p>Elimination of discrimination, harassment and victimisation Positive or Negative depends on options selected</p>	<p>Reduction of social exclusion and poverty N/A</p>

Please explain any possible impact on each of the above.

The current service reduces the fear of crime and gives reassurance to all sectors.

What work have you already done to improve any of the above?

Consultation with the community to assess community views on the options. Preferred option is the option with least impact/best value for money in the short term

Is the initiative likely to impact on Community Cohesion?

No

How will the initiative treat the Welsh language in the same way as the English language?

n/a

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

Demographic details of consultees was obtained.

Section 5 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor this function, service, policy, procedure, strategy, plan or project:

Monitoring arrangements:

Regular review of crime and disorder data

Updating of CCTV policy with annual review

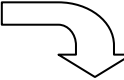
Actions:

Present post-implementation report to Scrutiny Committee at six month stage

Section 6 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
- Outcome 2: Adjust the initiative...
- Outcome 3: Justify the initiative...
- Outcome 4: Stop and remove the initiative...

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

A preferred option to reduce the scale of the existing service has been identified with a medium term option to collaborate with the City and County of Swansea identified as needing to be tested with a full supporting business case

Section 7 - Publication arrangements:

On completion, please contact the Corporate Strategy Team for advice on the legal requirement to publish the findings of EIAs.

Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Formal Consultation Process	Head of Corporate Strategy and Democratic Services	July 2015	Following Policy and Resources Cabinet / Scrutiny Committee on 19 th February.	Achieved and reported in this report
Further research on impact for groups with protected characteristics will be undertaken during the consultation period.	CCTV Project Manager	July 2015	Following Policy and Resources Cabinet / Scrutiny Committee on 19 th February.	Not obtained but characteristics of consultees has been secured
Further period of public consultation to test preferred options	Head of Corporate Strategy and Democratic Services	December 2015	Further report to Policy and Resources Cabinet Board	
Discuss option of the police having a direct feed of CCTV footage to mitigate further impact of reduced monitoring service in the week	Head of Corporate Strategy and Democratic Services	March 2016	Post-implementation report	
Develop full business case for medium term collaboration option with the City and County of Swansea	Head of Corporate Strategy and Democratic Services ¹	March 2017	Report to Policy and Resources Cabinet Board	