

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: Commissioning Support & Direct Services Commissioning Housing/Homelessness Strategy & Supporting People
Directorate: Social Services Health & Housing

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

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

Neath Port Talbot Homelessness Strategy 2018-22

(c) It was initially screened for relevance to Equality and Diversity in

July 2018

(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: Gareth Evans

Job title: Commissioning Officer
Housing & Homelessness

(f) Approved by Head of Service

Angela Thomas

Head of Commissioning Support &
Direct Services

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 successfully help prevent homelessness wherever possible and effectively help households relieve their homelessness when it occurs.
Who has responsibility? The local multi-agency homelessness strategic partnership.
Who are the stakeholders? <ul style="list-style-type: none">• Those who use homelessness services;• providers of homelessness services;• staff of NPTCBC; and• residents of Neath Port Talbot.

Section 2 - Information

(a) Service Users

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

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

What information do you know and how is this information collected?

The Council's Housing Options Service routinely collects data as part of the process of reporting to Welsh Government (WG) on its success in discharging the Council's homelessness duties under Part 2 of the Housing (Wales) Act 2014.

In addition to the number of people using the service, limited equalities data such as age, disability, ethnicity and sex is also collected, which in turn informs policy development and service provision

More potentially useful equalities data is recorded, when it is relevant, as part of the service's application, assessment, personal housing planning & review processes. Unfortunately, this is not and cannot currently easily be, routinely collated and reported on.

Of all the households assessed by the Housing Options Service as eligible for help to prevent or relieve their homelessness during 2017/18, it is known that approximately:

- 25% were under 25;
- 6% were over 60;
- 59% were female headed households/41% male;
- 21% considered themselves to have a disability or life-limiting illness;
- 69% were single person households; and
- over 99% described themselves as white.

This known equalities data remains proportionately fairly consistent over time, but the strategy highlights that, although it is impossible to accurately predict, the overall number of households accessing homelessness services may well significantly increase over the life of the strategy.

Any Actions Required?

To put robust systems in place to improve data collection against all protected characteristics, using digital processes.

Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and included in the future planned annual monitoring reports to Members

(b) General

What information do you know and how is this information collected?

Census 2011 information remains the most comprehensive data for Neath Port Talbot and a summary thereof is set out in the table overleaf.

Comparison of the known equalities data, in respect of those households that apply to the Council for help in preventing or relieving their homeless, with that of the general population of the county borough detailed in the table, suggests that:

- Female headed and single person households are over-represented amongst those who are threatened with or experience homelessness;

Whereas, notwithstanding their volume:

- Younger people, older people, those with a disability and non-white households are, to varying degrees, actually under-represented.

Any Actions Required?

To put robust systems in place to improve data collection against all protected characteristics, using digital processes.

Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and included in the future planned annual monitoring reports to Members.

Neath Port Talbot 2011 Census Summary Factsheet



1 Resident population

Total	139,812
Male	68,450
Female	71,362
Area (hectares)	44,126
Density*	3.2

2 Resident population age structure

	No.	%
0 - 4 year olds	7,599	5.4
5 - 15 year olds	17,038	12.2
16 - 24 year olds	14,930	10.7
25 - 44 year olds	35,312	25.3
45 - 59 year olds	29,399	21.0
60 - 64 year olds	9,483	6.8
65 - 74 year olds	13,862	9.9
75 - 89 year olds	11,032	7.9
90+ year olds	1,157	0.8

3 Ethnic group population

	No.	%
White	137,087	98.1
Mixed	910	0.7
Asian or Asian British	1,369	1.0
Black or Black British	299	0.2
Other	147	0.1

4 Religion

	No.	%
Christian	80,646	57.7
Buddhist	312	0.2
Hindu	144	0.1
Jewish	39	0.0
Muslim	573	0.4
Sikh	113	0.1
Other	533	0.4
No religion	47,265	33.8
Not stated	10,187	7.3

5 Residents with limiting long-term illness (LLTI) & general health of all

	No.	%
People with LLTI (Lot & little)	39,112	28.0
General Health		
Very good/good	102,543	73.4
Fair	22,640	16.2
Very bad/bad	14,629	10.5

6 Residents in communal establishments

	No.	%
Total	1,130	0.8

7 Households

60,393

8 Central heating (households)

No central heating	674
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9 Dwellings

Total number of dwellings	63,978
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10 Household and family types %

One person	30.2
One person (aged 65+)	13.9
One person (other)	16.3
Couple - no children	16.8
Couple & non-dependent children	12.9
Lone parent & non-dep. children	4.6
All households with dep. children	28.3
Couple & dependent children	18.3
Lone parent & dependent children	7.7

11 Housing tenure

	No.	%
Owner occupied	41,479	68.7
Shared ownership	111	0.2
Social rented	11,545	19.1
Private rented	6,186	10.2
Other/Rent free	1,072	1.8

12 Household spaces

Household spaces	64,017
At least one usual resident	60,393
No usual residents	3,624

13 Dwelling type %

Whole house or bungalow	89.2
Flat, maisonette or apartment	10.6

14 Car ownership %

Households with no car/van	25.5
Households with one car/van	43.3
Households with 2+ cars/vans	31.1

15 Economic activity (% of all aged 16-74)

	Male	Female
Economically active**	67.2	57.4
Economically inactive	32.8	42.6

**i.e. economic-activity rate

16 Economically active (% of all aged 16-74)

	Male	Female
Working full-time	45.5	26.5
Working part-time	5.6	22.1
Self-employed	8.4	3.1
Unemployed	5.9	3.1
Full-time student	1.8	2.6

17 Economically inactive (% of all aged 16-74)

	Male	Female
Perm. sick/disabled	9.5	9.6
Retired	15.5	19.1
Looking after home/family	1.3	7.3
Students	4.5	4.1

18 Employed residents

Total	57,220
Male	30,365
Female	26,855

19 Weekly hours worked (main job) %

	Male	Female
15 hours & under	1,445	3,243
16 - 30 hours	2,736	9,923
31 - 48 hours	22,351	13,683
49+ hours	4,501	1,098

20 Self-employed

Total	5,908
Male	4,286
Female	1,622

21 Qualified residents (% of all aged 16+)

Highest qualification attained level 4	18.8
Highest qualification attained level 3	11.0
Highest qualification attained level 1/2	30.4
No qualifications	30.9

22 National identity

Welsh only	71.8
Welsh & British	8.2
British only	11.2
No Welsh identity	19.0
No British identity	79.6

23 Industries (% of all aged 16-74 in work)

Energy, water, agriculture, fishing, mining & quarrying, etc	2.7
Manufacturing	14.5
Construction	8.6
Hotels & catering	4.7
Transport, storage & communication	4.1
Wholesale & retail, repair of motor vehicles	14.7
Financial intermediation	3.1
Real estate, renting & business activities	1.2
Public admin & defence	9.8
Education	8.6
Health & social work	14.7
Other	4.3

24 Occupations (% of all aged 16-74 in work)

Managerial	7.0
Professional, technical	13.7
Admin & secretarial	13.3
Skilled trades	12.9
Services & sales	10.4
Process plant & machine operatives	10.0
Elementary occupations	9.9

25 Welsh Language skills %

	NPT	Wales
No skills in Welsh	75.2	73.3
Can understand spoken Welsh only	6.4	5.3
Can speak Welsh	15.3	19.0
Can speak, but cannot read or write Welsh	2.7	2.7
Can speak and read but cannot write Welsh	1.6	1.5
Can speak, read and write Welsh	10.8	14.6
Can speak and other combinations of skills in Welsh	3.3	2.5

Notes

All % rounded to 1 decimal place; not all will add to 100. Section 10 will usually add to more than 100%; percentages in other sections will be at most 100%, they may exclude some groups e.g. 'category unknown'. * Density is the number of people per hectare.

Section 3 - Impact

(a) Impact on Protected Characteristics

Please consider the possible impact on people with 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	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh language	➡ X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

It is therefore acknowledged that the action proposed in the strategy will impact on significant numbers of households with any and/or all of the given protected characteristics

All action proposed in the strategy is aimed at universally improving service delivery to those applying to the Council for help in preventing or relieving their homelessness.

Furthermore, the action proposed in the Strategy includes better co-ordination between the early intervention & prevention activity of the Housing Options Service, other Council prevention & wellbeing services, and their multi-agency homelessness strategic partners.

The strategy also specifically proposes that additional consideration is given to improving how the accommodation and support needs of a number of vulnerable service user groups, such as younger single people, are met. As part of this exercise, the impact on those in these cohorts, in terms of their protected characteristics, will be assessed.

It is therefore believed that, on balance, the overall impact of the action proposed, on all those who are threatened with or experience homelessness during the life of the strategy, and who apply to the Council for help in preventing or relieving their homelessness, will be positive.

(b) Impact on the Welsh Language

What is the likely impact of the policy on:

- **Opportunities for people to use Welsh**
- **The equal treatment of the Welsh and English languages**

Please give details

The Council currently has only a small number of staff with Welsh language skills working in the Housing Options Service. However, opportunities for staff to use their language skills are promoted and training made available to those who wish to further develop their skills.

The proposals in the strategy do not include any planned reduction in human resource at the front line. It is not therefore anticipated that they will have any effect on the service delivered to those who apply to the Council for help in preventing or relieving their homelessness and who wish the service they receive to be delivered through the medium of the Welsh language.

Could the policy be developed to improve positive impacts or lessen negative impacts?

Please give details

The strategy is written on the assumption that there will be no further financial or human resource available to the Housing Options Service throughout the life of the strategy and that therefore, sustaining the current level of equality of treatment, in respect of the Welsh language, is the only realistically achievable aim.

Actions (to increase positive/mitigate adverse impact).

Opportunities for staff to use their language skills will continue to be promoted and training will continue to be made available to those who wish to further develop their skills.

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).

(a) Equalities

Public Sector Equality Duty (PSED)

- to eliminate discrimination, harassment and victimisation;
- to advance equality of opportunity between different groups; and
- to foster good relations between different groups

Please explain any possible impact on meeting the Public Sector Equality Duty

The Social Services Health & Housing directorate's Commissioning Support & Direct Services division continues to be mindful of its position as employer, provider and commissioner of homelessness services. To this end, it strives to ensure equality is a fundamental driver, in terms of the way it meets many of the Council's statutory duties, in a climate of externally-imposed, ongoing budget reduction.

What work have you already done to improve the above?

The potential impact of the action proposed in the strategy, on those who apply to the Council for help in preventing or relieving their homelessness, given their various protected characteristics, has been fully considered.

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

N/A

(b) Reduce Social Exclusion and Poverty

Please explain any possible impact

Many areas within the county borough are disproportionately and negatively affected by the UK Government's welfare benefits changes and this continues to be the case.

The Council is conscious of the impact, not only of its own actions but also those of others, and continues to work in partnership to mitigate the impact of the UK Government's welfare benefit changes on those with the lowest incomes. This has been compounded with the anticipated withdrawal of communities first funding for some of the most deprived communities in the county borough. The impacts vary but several of the changes impact simultaneously on the same households, and so have a significant impact on many residents.

In this context, it is undeniable that such vulnerable households are disproportionately likely to be threatened with or experience homelessness.

What work have you already done to improve the above?

The Council's Wellbeing Objectives aim to improve the wellbeing of children, young people and adults, as well as the general wellbeing of the area, by developing the local economy and environment.

Consequently, the Council continues to work in partnership to mitigate the impact of the welfare benefit changes.

The strategy therefore proposes that specific action is taken to improve working relationships with local DWP/Job Centre+ staff.

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

N/A

(c) Community Cohesion

Is the initiative likely to have an impact on Community Cohesion?

By virtue of the fact that it will improve success in preventing and relieving homelessness, the action proposed in the strategy will impact positively on community cohesion in general.

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

N/A

Section 5 - Consultation

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support the views in section 3 and 4?

During the period, 5 August to 30 September 2018, a number of consultation and engagement activities, in respect of the strategy, took place.

This activity included:

- An overarching public consultation exercise;
- a specific consultation event for multi-agency stakeholders;
- a specific event for current and former users of homelessness services;
- attendance at partners' pre-existing fora;
- inviting social media response; and
- inviting formal written response.

Further detailed information on the consultation arrangements is included in the Consultation Report attached as an appendix to the report seeking Member approval of the strategy.

The outcome of this activity will help inform the final draft of the strategy.

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

N/A

Section 6 - Post Consultation

What was the outcome of the consultation?

A total of 23 completed questionnaires were received during the consultation period all of which were completed online and in English.

3 social media and 2 e-mail responses were received.

4 Letters were received - 3 from interested partner agencies and 1 from a multi-agency partnership group.

The overall volume of response was not statistically significant enough to allow for extrapolation but, given how widely the exercise was publicised, could be interpreted as suggestive of general support for the action proposed in the Strategy.

A full report on the outcome of the exercise is included in the Consultation Report appended to the report seeking Member approval of the strategy and the Council response is summarised overleaf in a "you said - we did" format

There was no evidence to suggest that any feedback received was necessarily as a result of the protected characteristics of the respondent.

Two organisational respondents suggested that the strategy needed to explicitly reflect the needs of a particular group of vulnerable homelessness service users, whom it is acknowledged may have a disproportionate level of disability-related protected characteristics and so that has been reflected in the final version of the strategy that is the subject of this report.

This was the only substantive change that it was felt needed to be made to the consultative draft version of the strategy previously approved by Members.

This is because all other constructive comments, observations, and suggestions received, that it is actually within the Council's gift to act upon, can and will be acknowledged and acted on appropriately at the action plan developmental stage, without doing so.

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

N/A

YOU SAID:	WE DID:
The Strategy is not compliant with the applicable Welsh Government Code of Guidance because it does not include an action plan.	We checked with the Welsh Government (WG) that the document we are required to produce and publish by the end of 2018 does not necessarily have to include an action plan, as long as it details the action we propose to take. The WG confirmed that The Strategy does this at a high level and so is compliant with the relevant legislation. It was therefore considered worthwhile taking time beyond the publication deadline to produce a meaningful plan based on the finally approved, proposed action. We have therefore already started making arrangements to develop a detailed and practical action plan, to implement the strategy, with all our partners, including the organisation that made this observation, over the next four years.
The strategy only says where we want to be, not how we will get there, and it lacks practical detail.	
We need to recognise the preventative role that alternative health and wellbeing service providers can play.	We have agreed with them that the service providers who made these observations will be involved in developing the action plan.
We need to work more closely with faith-based accommodation and outreach service providers.	
We need to be mindful of how homelessness impacts on families.	Colleagues and voluntary sector partners who commission and deliver services to children & families were engaged in the review, consulted on the content of The Strategy, and will be further involved in developing the action plan.
We need to remember the “human face” of street homelessness.	People who use or who have used homelessness services were engaged in the review, consulted on the content of The Strategy, and will be further involved in developing the action plan.
The earliest possible preventative intervention is always preferable.	We will ensure that these themes run through the action plan in implementing all the priorities in The Strategy.
Education and Youth Services have a key role to play in early intervention and prevention.	
Multi-agency collaboration could be improved.	
Optimal use of existing resources is not always made.	
There is a good deal of relevant, national and international, best practice that is currently untried locally.	The action proposed in the Strategy makes specific mention of “Housing First”, “Temp to Perm”, and the digitalisation of application for housing and support as best practice that could be replicated locally. We will ensure that any further innovation brought to the table by partners engaged in developing the action plan will be seriously considered.

Section 7 - Monitoring arrangements:

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

Monitoring arrangements:

Ongoing consideration of equality impact will continue to be given, as the implementation action plan for the strategy is developed in the coming months, and implemented over the next 4 years.

The action plan developed will be monitored, on an ongoing basis, by the responsible officer in the SSH&H Common Commissioning Unit, and progress against it reported to Members annually.

Any unintended/unforeseen negative impact on those who are threatened with or experience homelessness, identified as part of these processes, will be the subject of further impact assessment.

We will thereby ensure that any emerging unintended/unforeseen negative impact on those who use homelessness services, which was not previously considered, is acknowledged and acted upon appropriately.

Any such further completed impact assessment will be brought to the attention of Members, as part of the ongoing annual reporting process recommended in the strategy, to ensure these inform decisions which have had due regard to the Council's legal obligations.

Actions:

The outcome of any such assessment will be routinely included in the next annual progress report to Members, or reported on sooner if the assessment outcome is significant enough to justify doing so.

Section 8 – 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... | <input checked="" type="checkbox"/> |
| Outcome 2: Adjust the initiative... | <input type="checkbox"/> |
| Outcome 3: Justify the initiative... | <input type="checkbox"/> |
| Outcome 4: Stop and remove the initiative... | <input type="checkbox"/> |

Action Plan:

Objective (What are we going to do and why?)	Who will be responsible for ensuring it is done?	When will it be done by?	Outcome (How will we know we have achieved our objective?)
Put robust digital systems in place to improve data collection against all protected characteristics.	Principal Officer Housing & Homelessness	Annually from 2020	Improved equalities data collection systems are in place.
Undertake an analysis of a comprehensive equalities dataset and include this in annual monitoring reports to Members.	Commissioning Officer - Housing & Homelessness	Ongoing	More robust equalities data is included in annual Homelessness Action Plan monitoring reports.
Continue to promote opportunities for staff to use their Welsh language skills and make available training for those who wish to further develop their skills.	Homelessness & Housing Options Manager	Annually from 2020	There is at least no reduction in the number of staff able to deliver the Council's homelessness prevention and relief services through the medium of the Welsh language.
As the Homelessness Action Plan is developed and implemented, complete further EIAs in respect of any emerging unintended/unforeseen impact and include them in annual monitoring reports to Members.	Commissioning Officer - Housing & Homelessness		The overall impact of the Action Plan on all those applying to the Council for help in preventing or relieving their homelessness remains positive.

Equality Impact Assessment (EIA) Screening Form

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Section 1
What service area and directorate are you from?
Service Area: Commissioning Support & Direct Services / Common Commissioning Unit
Directorate: Social Services Health & Housing

Q1(a) What are you screening for relevance?

Strategy

(b) Please name and describe below

Neath Port Talbot Homelessness Strategy 2018-22

Q2(a) What does Q1a relate to?

Direct front line
service delivery

Indirect front line
service delivery

Indirect back room
service delivery

(H)

(M)

(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
i.e. Staff

On an internal
basis

(H)

(M)

(M)

(L)

Q3 What is the potential impact on the following protected characteristics?

High Impact Medium Impact Low Impact Don't know

	(H)	(M)	(L)	(H)
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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 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(a) How visible is this service/function/policy/procedure/ project/strategy to the general public?

High visibility
to general public

(H)

Medium visibility
to general public

(M)

Low visibility
to general public

(L)

(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).

N/A

Section 2

Screeener- This to be completed by the person responsible for completing this screening
Name: Gareth Evans
Location: SSH&H Common Commissioning Unit
Telephone Number: (01639) 685207

Approval by Head of Service
Name: Angela Thomas
Position: Head of Commissioning Support & Direct Services

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.