

# Equality Impact Assessment Screening Form for Budget Proposals 2017/18 - Stage 1

**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.**

<b>Section 1</b>
What service area and directorate are you from?
Service Area: Engineering & Transport
Directorate: Environment

**Q1(a) What are you screening for relevance?**

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

**(b) Please name and describe below:-**

**Inclusion of Contractor on NPTCBC's List of Approved Contractors**

**Q2(a) What does Q1a relate to?**

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input 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 NPT	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (M)	<input checked="" 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"/>
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	Medium visibility to general public	Low visibility to general public
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<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  
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).**

The List of Approved Contractors Questionnaires have been checked and approved for compliance regarding the following categories:

Insurance – Technical References – Technical Check – H&S Assessment – Quality – Environmental – Credit Check.

Submissions are thorough and include Equal Opportunities sections that have been supported with company data.

## Section 2

Screener- This to be completed by the person responsible for completing this screening
Name: Karen Maund
Location: The Quays
Telephone Number: 01639 686907
Date: 12-Feb-2019
Approval by Head of Service
Name: David W. Griffiths
Position: Head of Engineering & Transport
Date: 12-Feb-2019

**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.**