

# 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.

<b>Section 1</b>	
What service area and directorate are you from?	
Service Area:	Social Services
Directorate:	Children and young peoples services

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

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

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

The proposal is for one grade 9 (social work) post in the looked after children's team to be converted into a grade 10 (Deputy Team manager) post. This will increase the management capacity in the team from 1 team manager and 1 deputy manager, to 1 team manager and 2 deputy managers. This is in line with the caseloads and staffing within the team and will align the looked after children's team with other children's teams within the local authority.

**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 type="checkbox"/> (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	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (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"/>	√	<input type="checkbox"/>
Disability	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Gender reassignment	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Marriage & civil partnership	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Pregnancy and maternity	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Race	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Religion or belief	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Sex	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Sexual orientation	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Welsh language	→ <input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>

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**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).**

Converting a social worker post to e deputy manager post will add additional management oversight to the team.

The cost of the converting the post will be met by the current deputy manager reducing their working hours thereby increasing the deputy management support in the team from 0.8 FTE to 1.8 TFTE

The conversion will result in a cost saving in the staffing budget

The post would be ring-fenced to applicants within the looked after children's team so that no individual is placed 'at risk' as a result of the change.

If no one is appointed to the post of deputy manager from within the looked after children's team then the change will not go ahead until such a time when there is a natural vacancy within the social worker positions in the team – and at this point the vacancy would be advertised as a deputy manager post. This means that there is no risk associated with any individual.

The change has no impact to service delivery or to stakeholders but will have a positive impact on the management, delivery and development of the service.

## Section 2

## Equality Impact Assessment Screening Form

Screeener- This to be completed by the person responsible for completing this screening
Name: Delyth Berni
Location: Neath Civic Centre
Telephone Number: 01639 763319
Date: 31.2.19
Approval by Head of Service
Name:
Position:
Date:

**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.**