

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: Community Development – Community Centres
Directorate: Education, Leisure and Lifelong Learning

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

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

(b) Please name and describe below...

Review the current stock of Community Centres or Community Education / Enterprise Centres. This proposal will allow the Directorate, via consultation, to assess the potential future operation of each centre and, where relevant, consider a range of options from maintenance, transfer to closure.

The proposal will also give us an opportunity to redefine the purpose of the service, involving a possible restructuring of managerial roles across the Directorate, securing more strategic programming of community facilities and thereby maximise usage which will serve to maintain subsidy at an agreed level.

The Local Authority will consult with all interested parties to identify and understand options to achieve the savings required from the following sites:

- Croeserw Enterprise Centre
- Baglan Community Centre
- Taibach Community Centre
- Bryn Village Hall
- The Cross, Pontardawe
- Cwmafan Community Centre (to include consultation on the transfer of Cwmafan Library into the Community Centre with no proposed reduction in service).
- Glyncorrwg Community Centre
- Llandarcy (with the subsequent re-location of the Youth Service)
- Mozart Drive Community Centre

- Sandfields Community Education Centre
- Taibach Community Education Centre

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

15th August 2014

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

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

(e) Lead Officer

Name: Peter Oakeshott

Job title: Contract Manager

Date: 6th January 2015

(f) Approved by Director

Name: Aled Evans

Date: 6th January 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 identify the optimal portfolio of Community Centres for the council to manage taking account both service demand and budgetary constraints.

Who has responsibility?

Aled Evans, Director ELLL

Who are the stakeholders?

Residents / service users and local enterprises

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

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

The Community Development management team has not historically collected information on the protected characteristics of the users of the Community Centres.

An analysis has been undertaken on the groups that have booked time within the Community Centres to identify the characteristics of the service users.

Any Actions Required?

Yes. Over the next three months further information will be gathered at reviews and / or via equality questionnaires completed by Community Centre users, and then on a rolling six monthly basis.

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

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?

Based on information gathered to date there is the possibility of an adverse impact on the protected characteristic groups identified above due to the potential withdrawal of venues where meetings and/or services are presently delivered. Examples of this being: pensioner groups, health / fitness activities, childcare services.

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

A formal consultation process was undertaken by the council using a combination of public meetings, stakeholder meetings, and questionnaires.

The questionnaires were available in both paper and electronic format.

The consultation period ran from the 27th October until the 3rd December.

The consultation was advertised on a variety of internet and social media sites including NPTCBC, NPT Facebook and Twitter, and notices were posted within the Community Centres.

Consultation events were held at the actual Community Centres outside of normal business hours to afford all existing and potential users the opportunity to attend. Attendance numbers ranged from four to over two hundred members of the public.

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

Yes. Further information on any of the above characteristics will be gathered at operational reviews and / or via equality questionnaires completed by Community Centre users; initially over the next three months, and then on a rolling six monthly basis.

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).

Foster good relations between different groups	Advance equality of opportunity between different groups
Elimination of discrimination, harassment and victimisation	Reduction of social exclusion and poverty

(Please see guidance for definitions)

Please explain any possible impact on each of the above.

The proposal to will address all four issues by developing a more efficient and effective portfolio of sites from which to delivery community services. The development of a centralised scheduling facility and a hourly rental tariff will allow a higher utilisation of the sites, encouraging groups to develop their offerings and work with the communities to promote the ley values identified.

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

We have developed proposals and options for the management and relocation (if necessary) of individual groups to allow the continuation of service provision, within the budgetary constraints.

Is the initiative likely to impact on Community Cohesion?

This is unlikely to impact on Community Cohesion.

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

In light of this proposal the Welsh language will be treated in the same way as English.

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

Yes. Further information on any of the above characteristics will be gathered at operational reviews and / or via equality questionnaires completed by Community Centre users; initially over the next three months, and then on a rolling six monthly basis.

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: The council undertake six monthly monitoring exercises of the community centres retained and managed within the county borough.

Information will be gathered on a range of quality and practice issues at a service level.

During these visits the officers will speak to service users, staff members and managers to gather their views on the quality of service delivery, which will ensure good quality service provision and validates any changes in the portfolio.

Actions: Yes. Further information on any of the above characteristics will be gathered at operational reviews and / or via equality questionnaires completed by Community Centre users; initially over the next three months, and then on a rolling six monthly basis.

Section 6 – Outcomes:

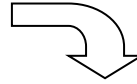
Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

Outcome 1: Continue the initiative...

Outcome 2: Adjust the initiative...

Outcome 3: Justify the initiative...

Outcome 4: Stop and remove the initiative...



For outcome 3, detail the justification for proceeding here

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
We will gather further information on the unknown characteristics via equality questionnaires completed by Community Centre users	Paul Walker	Initial information will be collated by 31 st March 2015	When we have received and collated accurate information on the unknown protected characteristics from groups renting and using the Community Centres.	

* Please remember to be 'SMART' when completing your action plan.