

Equality impact assessment (EIA) screening form

This form has been developed to help you to identify the need for EIA when developing a new policy, strategy, programme, activity, project, procedure, function or decision (hereafter all understood by the term policy). You must also complete this form when reviewing or revising existing policies. It will also help to prioritise existing policies that may need to undergo a full EIA. This form can also serve as a 'rapid impact assessment' tool.

Unless they are 'screened out' following this initial prioritisation process, policies will be required to undergo full EIA in priority order. Refer to the guidance notes on when an equality screening should happen, and some initial principles to bear in mind when getting started.

No new or revised policy should be approved unless an equality screening and – if required – a full EIA has taken place.

The following sections must be completed for all new policies:

Name of policy being screened?

Strategic Equality Plan (SEP) 2012 – 2016 and accompanying Action Plan

Brief Description of the Policy.

The council's SEP 2012 - 2016 is a statutory requirement under the Equality Act 2010 (Welsh Regulations). It describes the council's arrangements for complying with the regulations of the Equality Act 2010 and highlights the council's evidence based and outcome focussed strategic objectives.

Does this policy relate to any other policies?

The SEP has links to other council policies and plans ie:

- Improvement Objectives 2011 – 13
- Corporate Plan 2010 – 13
- Welsh Language Scheme 2012 – 15

What is the aim or purpose of the policy?

The SEP aims to

- set out how the council will meet its legislative duties under the Public Sector Equality Duty (the Equality Act 2010),
- outline the council's strategic equality objectives and describe how these are evidence based and focussed on achieving positive outcomes for the council's communities and the protected characteristic groups.

Who is affected by this policy (e.g. staff, residents, disabled people, and women only?)

Bridgend County Borough residents and visitors to the area will all potentially be affected by the SEP. Additionally, the council has duties in law to its employees and is a provider of statutory services such as social care and libraries. The SEP will also be of significant interest to employees and service users.

Who is responsible for delivery of the policy?

Responsibility for delivering on the SEP equality objectives rests with the owners of the associated actions within the action plan. High level responsibility for ensuring these actions are delivered rests with the Chief Executive, Corporate management Board, Heads of Service, the Deputy Leader of the council and the equalities team.

The following sections must be completed for all policies being reviewed or revised:

Is this a review of an existing policy?

No

If this is a review or amendment of an existing policy, has anything changed since it was last reviewed?

No

Has an EIA previously been carried out on this policy?

No

If an EIA exists, what new data has been collected on equality groups since its completion?

N/A

Screening questions

1. Is this policy an important or 'large scale' function, and/or is it likely the policy will impact upon a large number of staff, residents and/or contractors?

Yes [\(Guidance\)](#)

2. Is it possible that any aspect of the policy will impact on people from different groups in different ways? (See guidance for list of 'protected characteristics' to consider)

Characteristic	Yes	No	Unknown	Explanation of impact
Age	Yes			By its very nature, the focus of the SEP is to promote equality and eliminate discrimination. The council has a legal obligation to set equality objectives for all of the protected characteristic groups. The council's equality objectives are evidence based and are focussed on achieving positive outcomes for people who share a protected characteristic and those who do not.
Disability	Yes			“
Gender reassignment	Yes			“

<i>Pregnancy and maternity</i>	Yes				“
<i>Race</i>	Yes				“
<i>Religion/belief</i>	Yes				“
<i>Sex</i>	Yes				“
<i>Sexual orientation</i>	Yes				“
<i>Civil Partnerships and Marriage</i>	Yes				“

Yes

[\(Guidance\)](#)

Please expand on your answer:

An extensive consultation and engagement exercise identified the different needs of Bridgend County Borough residents, and the council’s service users and employees. These needs were used to inform and confirm the development of the Strategic Equality Objectives. An objective such as transportation will impact on disabled people and those with a sensory impairment in that raised / lowered kerbs must be introduced at various bus stops to ensure that access and egress to public transport is as easy as possible. However, the introduction of raised / lowered kerbs will also positively impact parents of young children using pushchairs.

3. What is the risk that any aspect of the policy could in fact lead to discrimination or adverse affects against any group of people? (See guidance for list of protected characteristics?)

Equalities legislation (and the council’s SEP) is in place to address discrimination and/or adverse affects on any group of people and to ensure that impacts have a positive effect. The SEP is considered to be a living document that will require the involvement of the council’s stakeholders such as Bridgend Equality Forum and service areas from the whole council during its implementation.

What action has been taken to mitigate this risk?

[Guidance](#)

- Work is ongoing to ensure that the Bridgend Equality Forum is fully representative of each of the protected characteristics by widening its membership
- The strategic equality objectives and the associated actions have been aligned with service units business plans and progress will be reported at the quarterly Council Performance Assessment reviews.
- Further consultation and engagement will take place during the lifetime of the plan to establish the level of progress being made.

7. **Will the timescale for EIA be affected by any other influence e.g. Committee deadline, external deadline, part of a wider review process?**
[\(Guidance\)](#)

Yes, Cabinet Equalities Committee will be asked to approve a revised action plan on 17th September 2012.

8. **Who will carry out the full EIA?**
Paul Williams, Human Resources Business Partner

EIA screening completed by: Paul Williams, Human Resources Business Partner

Date: 5th September 2012