

EQUALITY IMPACT ASSESSMENT FORM July 2019

THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

EIAs are a legal requirement under equalities legislation (Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011) where the potential for a significant negative impact has been identified. This legislation has been in place since 2000. We also have a legislative duty to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

- Age
- Disability
- Gender Re-assignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion, Belief or Non-Belief
- Sex

- Sexual Orientation
- Welsh Language*

* The Welsh language is not identified as a protected characteristic under the Equality Act 2010, however in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

THE EQUALITY IMPACT ASSESSMENT

NAME OF NEW OR REVISED PROPOSAL*	Commercial & Investment Strategy
DIRECTORATE	Education & Corporate
SERVICE AREA	Business Improvement
CONTACT OFFICER	Victoria Camp, Transformation Manager Commercial & Investment
DATE FOR NEXT REVIEW OR REVISION	December 2021

***Throughout this Equalities Impact Assessment Form, ‘proposal’ is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision-making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

The Council’s work across Equalities, Welsh Language and Human Rights is covered in more detail through the **Equalities and Welsh Language Objectives and Action Plan 2016-2020**.

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the **Corporate Policy Unit Portal** and the Council’s Equalities and Welsh Language team can provide advice as the EIA is being developed. Please note that the team does not write EIAs on behalf of service areas, the support offered is in the form of advice, suggestions and in effect, quality control.

Contact equalities@caerphilly.gov.uk for assistance.

1. PURPOSE OF THE PROPOSAL

1	<p>What is the proposal intended to achieve?</p> <p>The proposal is to adopt a Commercial & Investment Strategy which begins the Council journey towards becoming more financially resilient, to protect front line services and to adopt a commercial approach to discretionary services delivery where possible. Initially the strategy will not have any impact on front line statutory services. Where the strategy will have impact on discretionary service delivery, or staff, will be for improvement and enhancing the service, creating operationally efficient delivery models with business plans for growth.</p>
2	<p>Who are the service users affected by the proposal?</p> <p>Staff members Local businesses and potential partners</p>

3. IMPACT ON THE PUBLIC AND STAFF

3	<p>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</p> <p>As part of the strategy implementation, following identification of key opportunities, a commercial skills training module will be developed which will be delivered to staff based on requirements of the business plans.</p> <p>Services will continue to be available to everyone as they currently are, however, some operational efficiency options may be explored.</p> <p>Any proposal that requires a change to service delivery will be accompanied by a full EIA.</p>
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4 Is your proposal going to affect any people or groups of people with protected characteristics?

The impact of the strategy implementation will not affect any people or groups of people, however, as the strategy may have wide reaching implications it will be necessary to ensure EIA are done when proposals are being developed into business cases.

Protected Characteristic	Positive, Negative, Neutral	What will the impact be? If the impact is negative how can it be mitigated?
Age	Neutral	
Disability	Neutral	
Gender Reassignment	Neutral	
Marriage & Civil Partnership	Neutral	
Pregnancy and Maternity	Neutral	
Race	Neutral	
Religion & Belief	Neutral	
Sex	Neutral	
Sexual Orientation	Neutral	

- 5** In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language and treating the Welsh language no less favourably than the English language.
- The strategy will be translated into Welsh for publication and any business plans will be developed to ensure the promotion of Welsh language.

INFORMATION COLLECTION

6	<p>Please outline any evidence and / or research you have collected which supports the proposal? This can include an analysis of service users.</p> <p><i>The strategy will be collecting data from internal departments initially, where any external consultation is required eg as part of Tourism reviews, a further EIA will be completed to ensure this is done so in a complaint manner.</i></p>
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CONSULTATION

7	<p>Please outline the consultation / engagement process and outline any key findings.</p> <p><i>Consulted with Cllr Barbara Jones, Cllr Sean Morgan Equalities Officer, Heads of Service, Head of Business Improvement</i></p> <p><i>Any service changes or business plans will need to include EIA as part of development.</i></p>
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MONITORING AND REVIEW

8	<p>How will the proposal be monitored?</p> <p><i>The Commercial & Investment Strategy includes several key monitoring principles which will be reported via the Programme Coordination Group, Regeneration Board and Corporate Management Team.</i></p>
9	<p>How will the monitoring be evaluated?</p> <p>Monitoring will be evaluated by the #TeamCaerphilly Programme Coordination Group, Corporate Management Team and Regeneration Board.</p>
10	<p>Have any support / guidance / training requirements been identified?</p> <p>The strategy proposes skills and training for staff and these will be implemented as part of wider management training schemes linked to the Workforce Development Strategy.</p>
11	<p>If any adverse impact has been identified, please outline any mitigation action.</p> <p>No adverse impact has been identified.</p>

12	<p>What wider use will you make of this Equality Impact Assessment?</p> <p><i>This Assessment will be appended to the report and strategy as required.</i></p>
13	<p>An equality impact assessment may have four possible outcomes, through more than one may apply to a single proposal. Please indicate the relevant outcome(s) of the impact assessment below.</p> <p style="text-align: right;">Please tick as appropriate:</p> <p> <input checked="checked" type="checkbox"/> No major change – the impact assessment demonstrated that the proposal was robust; there was no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. </p> <p> <input type="checkbox"/> Adjust the proposal – the impact assessment identified potential problems or missed opportunities. The proposal was adjusted to remove barriers or better promote equality. </p> <p> <input type="checkbox"/> Continue the proposal – the impact assessment identified the potential problems or missed opportunities to promote equality. The justification(s) for continuing with it have been clearly set out. (The justification must be included in the impact assessment and must be in line with the duty to have due regard. Compelling reasons will be needed for the most important relevant proposals.) </p> <p> <input type="checkbox"/> Stop and remove the proposal – the impact assessment identified actual or potential unlawful discrimination. The proposal was stopped and removed or changed. </p>

	Form completed by:
Name:	Victoria Camp
Job Title:	Transformation Manager – Commercial & Investment
Date:	29.09.2020
	Head of Service Approval
Name:	
Job Title:	
Signature:	
Date:	