

Caerphilly County Borough Council - Integrated Impact Assessment

This integrated impact assessment (IIA) has been designed to help support the Council in making informed and effective decisions whilst ensuring compliance with a range of relevant legislation, including:

- Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Welsh Language (Wales) Measure 2011
- Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010
- Well-being of Future Generations (Wales) Act 2015
- Statutory Consultation v Doctrine of Legitimate Expectation and Gunning Principles

PLEASE NOTE: Section 3 *Socio-economic Duty* only needs to be completed if proposals are of a strategic nature or when reviewing previous strategic decisions. See page 6 of the Preparing for the Commencement of the Socio-economic Duty Welsh Government Guidance.

1. Proposal Details			
Lead Officer	Head of Service	Service Area & Department	Date
Lynne Donovan	Lynne Donovan	People Services	31.08.21

What is the proposal to be assessed? <i>Provide brief details of the proposal and provide a link to any relevant report or documents.</i>
The introduction of a new staff benefits and reward platform that will support the forthcoming Wellbeing Strategy and also to further recognise long service.

2. Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

(The Public Sector Equality Duty requires the Council to have “due regard” to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups; and foster good relations between different groups). Please note that an individual may have more than one protected characteristic.

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Age (<i>people of all ages</i>)	Staff benefits – positive 40 years’ service - positive impact on staff with 40 years’ service		See Appendix 1 of main report.
Disability (<i>people with disabilities/ long term conditions</i>)	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years’ continuous Local Government Service.		
Gender Reassignment (<i>anybody who’s gender identity or gender expression is different to the sex they were assigned at birth</i>)	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years’ continuous Local Government Service.		
Marriage or Civil Partnership (<i>people who are married or in a civil partnership</i>)	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years’ continuous Local Government Service.		

Pregnancy and Maternity <i>(women who are pregnant and/or on maternity leave)</i>	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years' continuous Local Government Service.		
Race <i>(people from black, Asian and minority ethnic communities and different racial backgrounds)</i>	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years' continuous Local Government Service.		
<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Religion or Belief <i>(people with different religions and beliefs including people with no beliefs)</i>	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years' continuous Local Government Service.		
Sex <i>(women and men, girls and boys and those who self-identify their gender)</i>	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff that achieve 40 years' continuous Local Government Service.		
Sexual Orientation <i>(lesbian, gay, bisexual, heterosexual)</i>	Neutral impact. The staff benefits scheme applies to all staff and the long service award is available to all staff		

	that achieve 40 years' continuous Local Government Service.		
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3. Socio-economic Duty (Strategic Decisions Only)

(The Socio-economic Duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making. Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services)

Please consider these additional vulnerable groups and the impact your proposal may or may not have on them:

- Single parents and vulnerable families
- People with low literacy/numeracy
- Pensioners
- Looked after children
- Homeless people
- Carers
- Armed Forces Community
- Students
- Single adult households
- People misusing substances
- People who have experienced the asylum system
- People of all ages leaving a care setting
- People living in the most deprived areas in Wales (WIMD)
- People involved in the criminal justice system

<u>Socio-economic Disadvantage</u>	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
<p>Low Income / Income Poverty <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i></p>	<p>The staff benefits scheme provides a positive impact by offering staff the ability to access shopping discounts at hundreds of big-brand online, high street and local retailers. By making shopping for goods and services a little bit cheaper, employees can save money on many regular and one off purchases The platform also provides useful information to help employees with everyday financial issues as well as providing access to charity and insurance sites.</p>		

<u>Socio-economic Disadvantage</u>	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
<p>Low and/or No Wealth (<i>enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future</i>)</p>	<p>The staff benefits scheme provides a positive impact by offering staff the ability to access shopping discounts at hundreds of big-brand online, high street and local retailers,. By making shopping for goods and services a little bit cheaper, employees can save money on many regular and one off purchases. The platform also provides useful information to help employees with everyday financial issues.</p>		
<p>Material Deprivation (<i>unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.</i>)</p>	<p>The staff benefits scheme provides a positive impact by offering staff the ability to access shopping discounts at hundreds of big-brand online, high street and local retailers. By making shopping for goods and services a little bit cheaper, employees can save money on many regular and one off purchases which can support their access to <i>financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.</i> The platform also provides useful information to help employees with everyday financial issues including access to insurance sites.</p>		

<p>Area Deprivation <i>(where you live (rural areas), where you work (accessibility of public transport))</i></p>	<p>Neutral impact</p>		
<p>Socio-economic Background <i>(social class i.e. parents education, employment and income)</i></p>	<p>Neutral impact</p>		
<p>Socio-economic Disadvantage <i>(What cumulative impact will the proposal have on people or groups because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i></p>	<p>Neutral impact</p>		

4. Corporate Plan – Council’s Well-being Objectives

(How does your proposal deliver against any/all of the Council’s Well-being Objectives? Which in turn support the national well-being goals for Wales as outlined in the Well-being of Future Generations (Wales) Act 2015. Are there any impacts (positive, negative or neutral? If there are negative impacts how have these been mitigated?) [Well-being Objectives](#)

Objective 1 - Improve education opportunities for all	Neutral impact
Objective 2 - Enabling employment	Neutral impact
Objective 3 - Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people’s well-being	Neutral impact
Objective 4 - Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impact on the environment	N/A
Objective 5 - Creating a county borough that supports healthy lifestyle in accordance with the Sustainable Development principle with in the Well-being of Future Generations (Wales) Act 2015	Positive impact. The discount for staff accessing leisure facilities in the county borough helps to promote a healthy and active lifestyle, which has a positive impact on mental health wellbeing.
Objective 6 - Support citizens to remain independent and improve their well-being	The staff benefits scheme provides a positive impact by offering staff the ability to access shopping discounts at hundreds of big-brand online, high street and local retailers. By making shopping for goods and services a little bit cheaper, employees can save money on many regular and one off purchases, which hopefully can support a healthy lifestyle and improve wellbeing. The platform also provides useful information to help employees with everyday financial issues as well as providing access insurance sites.

4a. Links to any other relevant Council Policy



(How does your proposal deliver against any other relevant Council Policy?)




The Council's Wellbeing Strategy 2021 – 24 focuses on five key areas of wellbeing: Health & Lifestyle, Environment, Culture & Values, Personal Development and Financial Wellbeing. The introduction of staff benefits via the EdenRed platform and the extension of the Long Service Award support the principles of the Strategy, in particular financial wellbeing.

The platform also supports the local economy by enabling local businesses across Caerphilly to promote their businesses and offers directly to our employees and, in doing so, provides the opportunity for our staff to access discounts while still 'shopping local'.

5. Well-being of Future Generations (Wales) Act 2015 – The Five Ways of Working (ICLIP)

(Also known as the sustainable development principles. The Act requires the Council to consider how any proposal improves the economic, social, environmental and cultural well-being of Wales using the five ways of working as a baseline)

Ways of Working	How have you used the Sustainable Development Principles in forming the proposal?
Long Term 	<p>Consider the long-term impact of the proposal on the ability of communities to secure their well-being.</p> <p>The employee benefits platform offers a framework of financial support for our employees. Aligned to the Council's Wellbeing Strategy this will have a long term positive impact on employees.</p>
Prevention 	<p>Consider how the proposal is preventing problems from occurring or getting worse</p> <p>The employee benefits platform provides support to our employees' wellbeing (including financial). Our commitment to our employee' wellbeing will have preventative benefits.</p>

<p>Integration</p> 	<p>Consider how your proposal will impact on other services provided in our communities (these might be Council services or services delivered by other organisations or groups)</p> <p>Working in synergy with relevant strategies, we will continue to develop a strong organisational culture and values and strengthen the work environment by fully supporting the health and wellbeing of our employees.</p>
<p>Collaboration</p> 	<p>Consider how you are working with Council services or services delivered by other organisations or groups in our communities.</p> <p>The employee benefits platform supports the local economy by enabling local businesses across Caerphilly to promote their businesses and offers directly to our employees.</p>
<p>Involvement</p> 	<p>Consider how you involve people who have an interest in this proposal and ensure that they represent the diversity of our communities.</p> <p>These proposals are not terms and conditions of employment but benefits available to all employees. The Trade Unions have been consulted. The impact on the community can be economically positive and we will be engaging with local businesses to offer the opportunity to promote their service via the platform.</p>

6. Well-being of Future Generations (Wales) Act 2015

<u>Well-being Goals</u>	Does the proposal maximise our contribution to the Well-being Goal and how?
<p>A Prosperous Wales <i>An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work</i></p>	<p>Efficient use of resources, skilled, educated people generates wealth and provides jobs</p> <p>N/A</p>
<p>A Resilient Wales <i>A nation which maintains and enhances a biodiverse natural environment healthy functioning ecosystems</i></p>	<p>Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>

<i>that support social, economic and ecological resilience and the capacity to adapt to change (for climate change)</i>	N/A
A Healthier Wales <i>A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood</i>	<p>People's physical and mental well-being is maximised and health impacts are understood</p> <p>The benefits scheme supports our commitment to employee wellbeing, which is critical for business performance. A healthy workplace, that promotes a state of contentment, benefits both employees and the organisation.</p>
A More Equal Wales <i>A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances)</i>	<p>People can fulfil their potential no matter what their background or circumstances. This includes the protected characteristics listed in Q2 above. Also consider the cumulative impacts.</p> <p>N/A</p>
<u>Well-being Goals</u>	Does the proposal maximise our contribution to the Well-being Goal and how?
A Wales of Cohesive Communities <i>Attractive, viable, safe and well-connected communities</i>	<p>Communities are attractive, viable, safe and well connected.</p> <p>N/A</p>
A Wales of Vibrant Culture and Thriving Welsh Language <i>A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation</i>	<p>Culture, heritage and the Welsh language are promoted and protected. People are encouraged to participate in sport, art and recreation.</p> <p>N/A</p>
A Globally Responsible Wales <i>A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such</i>	<p>Taking account of impact on global well-being when considering local social, economic and environmental well-being.</p> <p>N/A</p>

a thing may make a positive contribution to global well-being

7. Welsh Language (Wales) Measure 2011 and Welsh Language Standards

(The Welsh Language Measure 2011 and the Welsh Language Standards require the Council to have 'due regard' for the positive or negative impact a proposal may have on opportunities to use the Welsh language and ensuring the Welsh language is treated no less favourably than the English language) [insert link to WL Commissioners Policy Making Standards Guidance](#)



Requirement	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view? <i>e.g the WESP, TAN20, LDP, Pupil Level Annual School Census</i>
Links with Welsh Government's Cymraeg 2050 Strategy and CCBC's Five Year Welsh Language Strategy 2017-2022 and the Language Profile	Neutral impact		
Compliance with the Welsh Language Standards . <i>Specifically Standards 88 - 93</i>	Neutral impact. The platform will be bilingual		
Opportunities to promote the Welsh language <i>e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community</i>	Neutral impact. The platform will be bilingual		
Opportunities for persons to use the Welsh language <i>e.g. staff, residents and visitors</i>	Neutral impact. The platform will be bilingual		
Treating the Welsh language no less favourably than the English language	Neutral impact. The platform will be bilingual		

7a. Having considered the impacts above, how has the proposal been developed so that there are positive effects, or increased positive effects on (a) opportunities for persons to use the Welsh language, and b) treating the Welsh language no less favourably than the English language.

The platform will be bilingual, providing opportunities for staff to use Welsh language and to ensure that it is not treated less favourably than English language.

8. Data and Information

(What data or other evidence has been used to inform the development of the proposal? Evidence may include the outcome of previous consultations, existing databases, pilot projects, review of customer complaints and compliments and or other service user feedback, national and regional data, academic publications and consultants' reports etc.)

Data/evidence <i>(Please provide link to report if appropriate)</i>	Key relevant findings	How has the data/evidence informed this proposal?
What data / evidence was used? Provide links to any reports if appropriate e.g. Household Survey 2017 Opportunities available at no cost to the Council via the National Procurement Service (NPS) framework	What were the key findings? What did the data / evidence used tell you? N/A	How has the data / evidence available helped inform the proposal? Did it support the proposal and how? If the data / evidence didn't support the proposal why was this? N/A

Were there any gaps identified in the evidence and data used to develop this proposal and how will these gaps be filled?

Details of further consultation can be included in Section 9.

Are there any gaps in the existing data and how will you go about filling these gaps?

N/A

9. Consultation

(In some instances, there is a legal requirement to consult. In others, even where there is no legal obligation, there may be a legitimate expectation from people that a consultation will take place. Where it has been determined that consultation is required, [The Gunning Principles](#) must be adhered to. Consider the [Consultation and Engagement Framework](#). Please note that this may need to be updated as the proposal develops and to strengthen the assessment.

Briefly describe any recent or planned consultations paying particular attention to evidencing the Gunning Principles.

Who was consulted?

Cllr. Philippa Marsden, Leader of the Council
Cllr. Colin Gordon, Cabinet Member for Corporate Governance
Corporate Management Team
Robert Tranter, Head of Legal Services and Monitoring Officer,
Steve Harris, Head of Corporate Finance/s.151 officer,
Leadership Team
Anwen Cullinane, Senior Policy Officer
Cllr Gez Kirby, Chair of Policy and Resources Scrutiny Committee
Cllr Brenda Miles, Vice Chair of Policy and resources Scrutiny Committee
Trade Unions

When were they consulted did the consultation take place at the formative stage and was adequate time given for consultees to consider and respond?

Consultation provided enough time for consultees to consider and respond

Was sufficient information provided to consultees to allow them to make an informed decision on the proposal?

Yes

What were the key findings?

No

How have the consultation findings been taken into account?

Yes

10. Monitoring and Review

How will the implementation and the impact of the proposal be monitored, including implementation of any amendments?	<i>For example, what monitoring will be used? How frequent?</i> Implementation will be the responsibility of the Head of People Services. Monitoring will be the responsibility of the Head of People Services and the Head of Customer & Digital Services
What are the practical arrangements for monitoring?	<i>For example, who will put this in place? When will it start?</i> Contract management with the Head of People Services, Head of Customer & Digital Services and EdenRed
How will the results of the monitoring be used to develop future proposals?	Ongoing
When is the proposal due to be reviewed?	Ongoing in accordance with contract arrangement and the NPS framework
Who is responsible for ensuring this happens?	Head of People Services

11. Recommendation and Reasoning

<input checked="" type="checkbox"/>	Implement proposal with no amendments
<input type="checkbox"/>	Implement proposal taking account of the mitigating actions outlined
<input type="checkbox"/>	Reject the proposal due to disproportionate impact on equality, poverty and socio-economic disadvantage

Have you contacted relevant officers for advice and guidance?

Yes

No

12. Reason(s) for Recommendation

(Provide below a summary of the Integrated Impact Assessment. This summary should be included in the "Summary of Integrated Impact Assessment" section of the Corporate Report Template. The Integrated Impact Assessment should be published alongside the Report proposal).

Whilst the IIA indicates many neutral impacts, there are positive impacts for our employees' wellbeing and the community. The proposals also support the principles of wellbeing as set out in the Wellbeing Strategy 2021 – 24.

13. Version Control

(The IIA should be used in the early stages of the proposal development process. The IIA can be strengthened as time progresses to help shape the proposal. The Version Control section will act as an audit trail to evidence how the IIA has been developed over time)

Version No.	Author	Brief description of the amendments/update	Revision Date
1	Lynne Donovan	First version	01.09.21

Integrated Impact Assessment Author

Name:	Lynne Donovan
Job Title:	Head of People Services
Date:	01.09.21

Head of Service Approval

Name:	Lynne Donovan		
Job Title:	Head of People Services		
Signature:		Date:	01.09.21