



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
- Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010
- Welsh Language (Wales) Measure 2011
- 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:- Ryan Thomas

Head of Service:- Rhian Kyte

Service Area and Department:- Planning and Economic Development

Date:- 14/06/21

What is the proposal to be assessed? *Provide brief details of the proposal and provide a link to any relevant report or documents.*

The introduction of a charge of £100 for the provision of non-statutory services to add/rename, remove a residential property name.



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 characteristics**.*

2a Age (people of all ages)

(i) Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?

Neutral impact.

(ii) If there are negative impacts how will these be mitigated?

No.

(iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

2b Disability (people with disabilities/ long term conditions)

(i) Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?

Neutral impact.

(ii) If there are negative impacts how will these be mitigated?

No.

(iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



2c Gender Reassignment (*anybody who's gender identity or gender expression is different to the sex they were assigned at birth*)

- (i) **Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) **If there are negative impacts how will these be mitigated?**

No.

- (iii) **What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

2d Marriage or Civil Partnership (*people who are married or in a civil partnership*)

- (i) **Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) **If there are negative impacts how will these be mitigated?**

No.

- (iii) **What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



2e Pregnancy and Maternity (*women who are pregnant and/or on maternity leave*)

- (i) **Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) **If there are negative impacts how will these be mitigated?**

No.

- (iii) **What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



2f Race (*people from black, Asian and minority ethnic communities and different racial backgrounds*)

- (i) **Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) **If there are negative impacts how will these be mitigated?**

No.

- (iii) **What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

2g Religion or Belief (*people with different religions and beliefs including people with no beliefs*)

- (i) **Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) **If there are negative impacts how will these be mitigated?**

No.

- (iii) **What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



2h Sex (*women and men, girls and boys and those who self-identify their gender*)

- (i) Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) If there are negative impacts how will these be mitigated?**

No.

- (iii) What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



2i Sexual Orientation (*lesbian, gay, bisexual, heterosexual, other*)

- (i) Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?**

Neutral impact.

- (ii) If there are negative impacts how will these be mitigated?**

No.

- (iii) What evidence has been used to support this view?**

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



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 group 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

3a **Low Income / Income Poverty** (*cannot afford to maintain regular payments such as bills, food, clothing, transport etc.*)

(i) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

(ii) If there are negative impacts how will these be mitigated?

No.

(iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



3b Low and/or No Wealth (*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) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

- (ii) If there are negative impacts how will these be mitigated?

No.

- (iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

3c Material Deprivation (*unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.*)

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

- (ii) If there are negative impacts how will these be mitigated?

No.

- (iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



3d Area Deprivation *(where you live (rural areas), where you work (accessibility of public transport) Impact on the environment?*

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

- (ii) If there are negative impacts how will these be mitigated?

No.

- (iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



3e Socio-economic Background (*social class i.e. parents education, employment and income*)

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

- (ii) If there are negative impacts how will these be mitigated?

No.

- (iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

3f Socio-economic Disadvantage (*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) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

- (ii) If there are negative impacts how will these be mitigated?

No.

- (iii) What evidence has been used to support this view?

Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.



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

The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

Objective 2 - Enabling employment

The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

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

The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

Objective 4 - Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impact on the environment

The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

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

The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

Objective 6 - Support citizens to remain independent and improve their well-being

The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.



4a. Links to any other relevant Council Policy *(How does your proposal deliver against any other relevant Council Policy)*

The proposals will facilitate the delivery of the principles of Team Caerphilly by the introduction of greater commercialisation for the for delivery of non statutory elements of service delivery.

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

How have you used the Sustainable Development Principles in forming the proposal?

Long Term

The proposals will assist the Authority in maintaining an excellent service by resourcing non-statutory elements.

Prevention

By taking a more commercial approach to prevent resource issues from frustrating the delivery of statutory services.

Integration

By allowing an integrated service to be maintain through appropriate resourcing of non-statutory elements.

Collaboration

The proposals will facilitate collaboration through appropriate resourcing of non-statutory elements.

Involvement

The proposal will facilitate access to services by contributing to the maintenance of the service.



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

Does the proposal maximise our contribution to the Well-being Goals and how?

A Prosperous Wales

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

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

A Resilient Wales

A nation which maintains and enhances a biodiverse natural environment healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for climate change)

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

A Healthier Wales

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

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

A More Equal Wales

A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances)

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.



A Wales of Cohesive Communities

Attractive, viable, safe and well-connected communities

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

A Wales of Vibrant Culture and Thriving Welsh Language

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

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.

A Globally Responsible Wales

A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being

Yes. The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.



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) Policy Making Standards - Good Practice Advice Document

7a. Links with Welsh Government's Cymraeg 2050 Strategy and CCBC's Five Year Welsh Language Strategy 2017-2022 and the Language Profile

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?**

Neutral.

- (ii) If there are negative impacts how will these be mitigated?**

No.

- (iii) What evidence has been used to support this view? e.g. the WESP, TAN20, LDP, Pupil Level Annual School Census**

All documentation is available in Welsh format.

7b. Compliance with the Welsh Language Standards. *Specifically Standards 88–93*

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?**

Neutral.

- (ii) If there are negative impacts how will these be mitigated?**

No.

- (iii) What evidence has been used to support this view? e.g. the WESP, TAN20, LDP, Pupil Level Annual School Census**

All documentation is available in Welsh format.



7c. Opportunities to promote the Welsh language *e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community*

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?**

Neutral.

- (ii) If there are negative impacts how will these be mitigated?**

No.

- (iii) What evidence has been used to support this view?** *e.g. the WESP, TAN20, LDP, Pupil Level Annual School Census*

All documentation is available in Welsh format.

7d. Opportunities for persons to use the Welsh language *e.g. staff, residents and visitors*

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?**

Neutral.

- (ii) If there are negative impacts how will these be mitigated?**

No.

- (iii) What evidence has been used to support this view?** *e.g. the WESP, TAN20, LDP, Pupil Level Annual School Census*

All documentation is available in Welsh format.



7e. Treating the Welsh language no less favourably than the English language

- (i) Does the proposal have any positive, negative or neutral impacts on the following and how?

Neutral.

- (ii) If there are negative impacts how will these be mitigated?

No.

- (iii) What evidence has been used to support this view? *e.g. the WESP, TAN20, LDP, Pupil Level Annual School Census*

All documentation is available in Welsh format.

7f. 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 proposals will facilitate the delivery of the policies embedded within Future Wales, PPW and Caerphilly LDP.

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 *(Please provide link to report if appropriate)*

Survey of charging schedules and policies by other Welsh Council's as referenced in the report.



Key relevant findings

Provides justification for the introduction of charging and the fee levels proposed.

How has the data/evidence informed this proposal?

Provides justification for the introduction of charging and the fee levels proposed.

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.*

No.

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 Andrew Whitcombe, Cabinet Member for Sustainability, Planning and Fleet

Mark S. Williams, Corporate Director (Economy and Environment)

Rhian Kyte, Head of Planning and Regeneration

Stephen Harris, Head of Financial Services and Section 151 Officer

Robert Tranter, Head of Legal Services & Monitoring Officer

Lynne Donovan, Head of People Services

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

Consultation has taken place as part of the process.



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

Yes

What were the key findings?

Comments are embedded within the report.

How have the consultation findings been taken into account?

Recommendations have been embedded within the report.



10. Monitoring and Review

How will the implementation and the impact of the proposal be monitored, including implementation of any amendments?

Quarterly and annual budget monitoring.

What are the practical arrangements for monitoring?

Quarterly and annual budget monitoring.

How will the results of the monitoring be used to develop future proposals?

The level of income generated will be assessed to establish cost recovery and the impact on the delivery of statutory services.

When is the proposal due to be reviewed?

Annually as part of budget monitoring.

Who is responsible for ensuring this happens?

Planning Services Manager.

11. Recommendation and Reasoning (delete as applicable)

- Implement proposal with no amendments

Have you contacted relevant officers for advice and guidance? (delete as applicable)

- Yes

12. Reason(s) for Recommendations

(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).

The introduction of fees for adding / renaming / removing a name to an existing residential property will have a neutral impact on many protected characteristics and people who are socio-economically disadvantaged.



The proposals will contribute to the maintenance of the existing excellent service and facilitate the delivery of the wellbeing objectives of the Wellbeing of Future Generation Act and the Corporate Plan.

The recommendations in this report will assist the Authority in its duties as a public body under the Well-being of Future Generation (Wales) Act 2015 to contribute of the well-being goals for Wales:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh Language
- A globally responsible Wales

The recommendations of this report are also consistent with the five ways of working as defined within the sustainable development principle in the Act. The five ways of working of the sustainable development principle, listed in the Act are:

- Long Term – the proposals will assist the Authority in maintaining an excellent service by resourcing non-statutory elements.
- Prevention – taking a more commercial approach to prevent resource issues from frustrating the delivery of statutory services.
- Integration – allow an integrated service to be maintain through appropriate resourcing of non-statutory elements.
- Collaboration – the proposals will facilitate collaboration through appropriate resourcing of non-statutory elements.
- Involvement – the proposal will facilitate access to services by contributing to the maintenance of the service.

The proposal will maintain existing opportunities for citizens to use the Welsh language and will aim to ensure that the Welsh language is treated no less favourably than the English language.



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) (Add or delete versions as applicable)

➤ Version 1

Author:- Ryan Thomas

Brief description of the amendments/update:-

None – recommendations included within report for consideration

Revision Date:-

14/06/21

➤ Version 2

Author:-

Brief description of the amendments/update:-

Revision Date:-

Integrated Impact Assessment Author

Name:- Ryan Thomas

Job Title:- Planning Services Manager

Date:- 14/06/21

Head of Service Approval

Name:- Rhian Kyte

Job Title:- Head of Planning and Regeneration

Signature:- Rhian Kyte

Date:- 14/06/21