

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
Ryan Thomas	Rhian Kyte	Planning & Economic Development	14/06/21

Is this proposal a... (please tick relevant box)				
Policy	X	<input type="checkbox"/>	Strategy / Plan	<input type="checkbox"/>
		<input type="checkbox"/>	Practice	<input type="checkbox"/>
			Procedure	<input type="checkbox"/>
			Restructure	<input type="checkbox"/>

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 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>	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
Disability <i>(people with disabilities/ long term conditions)</i>	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory 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		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
Marriage or Civil Partnership <i>(people who are married or in a civil partnership)</i>	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

Pregnancy and Maternity <i>(women who are pregnant and/or on maternity leave)</i>	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
Race <i>(people from black, Asian and minority ethnic communities and different racial backgrounds)</i>	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory 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?
	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
Sex <i>(women and men, girls and boys and those who self-identify their gender)</i>	Neutral impact		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

Sexual Orientation <i>(lesbian, gay, bisexual, heterosexual)</i>	Neutral impact		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 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?
Low Income / Income Poverty <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i>	Neutral		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
<u>Socio-economic Disadvantage</u>	Does the proposal have any positive,	If there are negative impacts how	What evidence has been used to

	negative or neutral impacts on the following and how?	will these be mitigated?	support this view?
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>)	Neutral		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
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>)	Neutral		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
Area Deprivation (<i>where you live (rural areas), where you work (accessibility of public transport)</i>)	Neutral		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.
Socio-economic Background (<i>social class i.e. parents education, employment and income</i>)	Neutral		Charging for this non statutory service will contribute to the maintenance of the existing excellent statutory service.

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>	Neutral		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.




<p>Objective 6 - Support citizens to remain independent and improve their well-being</p>	<p>The proposals will allow existing resources to be focussed on the delivery of statutory services with non-statutory elements funded by the proposed fee.</p>
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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 (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)

<u>Ways of Working</u>	How have you used the Sustainable Development Principles in forming the proposal?
<p>Long Term</p> 	<p>Consider the long-term impact of the proposal on the ability of communities to secure their well-being. The proposals will assist the Authority in maintaining an excellent service by resourcing non-statutory elements.</p>
<p>Prevention</p> 	<p>Consider how the proposal is preventing problems from occurring or getting worse By taking a more commercial approach to prevent resource issues from frustrating the delivery of statutory services.</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>By allowing an integrated service to be maintain through appropriate resourcing of non-statutory elements.</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 proposals will facilitate collaboration through appropriate resourcing of non-statutory elements.</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>The proposal will facilitate access to services by contributing to the maintenance of the service.</p>

6. Well-being of Future Generations (Wales) Act 2015	
Well-being Goals	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>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.</p>
<p>A Resilient Wales</p>	<p>Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g.</p>

<p><i>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)</i></p>	<p>climate change)</p> <p>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.</p>
<p>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>	<p>People’s physical and mental well-being is maximised and health impacts are understood</p> <p>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.</p>
<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>	<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>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..</p>

<p><u>Well-being Goals</u></p>	<p>Does the proposal maximise our contribution to the Well-being Goal and how?</p>
<p>A Wales of Cohesive Communities <i>Attractive, viable, safe and well-connected communities</i></p>	<p>Communities are attractive, viable, safe and well connected.</p> <p>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.</p>

<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>	<p>Culture, heritage and the Welsh language are promoted and protected. People are encouraged to participate in sport, art and recreation.</p> <p>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.</p>
<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 a thing may make a positive contribution to global well-being</i></p>	<p>Taking account of impact on global well-being when considering local social, economic and environmental well-being.</p> <p>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.</p>

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		All documentation is available in Welsh format.
Compliance with the Welsh Language Standards . <i>Specifically Standards 88 - 93</i>	Neutral	Ensure correspondence and details on the website is bilingual even if the proposal has no impact on the Welsh language e.g road resurfacing works	All documentation is available in Welsh format.
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		All documentation is available in Welsh format.
Opportunities for persons to use the Welsh language <i>e.g. staff, residents and visitors</i>	Neutral		All documentation is available in Welsh format.
Treating the Welsh language no less favourably than the English language	Neutral		All documentation is available in Welsh format.

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 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 <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 Survey of charging schedules and policies by other Welsh Council's as referenced in the report.	What were the key findings? What did the data / evidence used tell you? Provides justification for the introduction of charging and the fee levels proposed.	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? Provides justification for the introduction of charging and 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.

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

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 were they 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?	For example, what monitoring will be used? How frequent? Quarterly and annual budget monitoring.
What are the practical arrangements for monitoring?	For example, who will put this in place? When will it start? Quarterly and annual budget monitoring.
How will the results of the monitoring be used to develop future proposals?	The level of income generated will 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

- Implement proposal with no amendments
- Implement proposal taking account of the mitigating actions outlined
- 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).

Include here a conclusion to your IIA. What is it telling you? How has the data / evidence used helped you to make the decision for Section 11 above? Mention any significant impacts (positive, negative or neutral) if any negative ones identified, how have they been mitigated to lessen the impact? The summary you provide here will be copied into your report going forward for a decision through the committee process, therefore this section must be concise but informative.

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)

Version No.	Author	Brief description of the amendments/update	Revision Date
1	Ryan Thomas	None – recommendations included within report for consideration	14/06/21

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