

EQUALITY IMPACT ASSESSMENT FORM

October 2018

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.

The Council is required to have due regard to the need 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:

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| • Age | • Race |
| • Disability | • Religion, Belief or Non-Belief |
| • Gender Re-assignment | • Sex |
| • Marriage and Civil Partnership | • Sexual Orientation |
| • Pregnancy and Maternity | • 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.

Further advice on completing impact assessments can be found on the equalities pages of Corporate Policy Unit Portal.

THE EQUALITY IMPACT ASSESSMENT

NAME OF NEW OR REVISED PROPOSAL *	Proposed reduction in the Corporate Policy Unit well-being budget
DIRECTORATE	Education and Corporate Services
SERVICE AREA	Business Improvement
CONTACT OFFICER	Kathryn Peters- Corporate Policy Manager
DATE FOR NEXT REVIEW OR REVISION	The assessment relates to the 2019/2020 Medium Term Financial Plan. The next review of this budget will occur as part of the 2020/2021 Medium Term Financial Plan.

***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.

PURPOSE OF THE PROPOSAL

1	<p>What is the proposal intended to achieve? <i>(Please give a brief description and outline the purpose of the new or updated proposal by way of introduction.)</i></p> <p>The well-being budget is used to support collaborative activity among partners, and some Caerphilly Public Services Board activity, to promote economic, environmental and cultural well-being in the county borough. It supports partnership projects and activity to deliver the aims of the Well-being Plan for the area. For example projects that support health, sustainability, and 50+ initiatives.</p> <p>The proposal is to reduce this budget by £10,000 to £21,000 for the financial year 2019/2020. The current medium term financial plan proposes incremental reductions in this budget over subsequent years. The progressive reduction is planned to minimise the effects on the projects and activities supported. The public impact is considered to be low.</p>
2	<p>Who are the service users affected by the proposal? <i>(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc. Are there any data gaps?)</i></p> <p>The total budget supports activity among partners and communities to improve the well-being of the area. In the past the budget has supported the installation of solar panels on schools, health and well-being initiatives such as the daily mile in schools, installation of electric vehicle charge points in council buildings, other renewable energy initiatives, support for initiatives by the 50+ forum, a small grant scheme to eco-schools, projects to educate on the importance of pollinators etc.</p> <p>The reduction in the budget will affect the community in general with some specific sections of the community likely to experience greater impact i.e. children and older people. However, the proposal is that a budget will remain for 2019/2020 and that some activity will be able to continue in the next financial year. Albeit that the level of support for community well-being activity will need to decrease.</p>

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? <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <p>A budget will remain for 2019/2020. The budget supports the wider community and well-being. The budget is therefore used to support the environmental, economic, social and cultural well-being of the whole population through small scale initiatives. Historically initiatives have supported activity in schools and activity to support older</p>
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people. Schools based projects have become mainstreamed e.g. the daily mile, solar panels used in education for sustainable development, and eco schools work. There will be less money available to start new projects however existing projects should have no additional funding requirement, the impact is therefore considered to be low.

Initiatives that support older people have included printing costs for newsletters etc. The 50+ Forum has become self-sustaining over recent years as less local authority support has been possible. It is proposed that some financial support will still be available in the next financial year.

4 **Is your proposal going to affect any people or groups of people with protected characteristics?**
(Has the service delivery been examined to assess if there is any indirect effect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people's protected characteristics?)

Protected Characteristic	Positive, Negative, Neutral	Relevance of the Policy or Practice
Age	Negative	The proposal is to retain a smaller budget for 2019/2020. Some support will still be available.
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 specific Policy Making Standards requirements are Standard numbers 88, 89, 90, 91, 92 and 93. The full detail of each Standard is available on the Corporate Policy Unit Portal. Although it is important that what is outlined in the proposal is available in Welsh and English, please consider wider impacts on Welsh speakers.)

There are no positive or negative impacts on the Welsh language in this proposal. Support for the Welsh language and promotion of initiatives to support it are not part of this proposal. A separate budget exists to support Welsh language initiatives. All promotional activity supported by the budget will continue to be bilingual.

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. <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more protected characteristic groups? If so, what has been done to address any difference in take up of the service? Does any savings proposal include an analysis of those affected?)</i></p> <p>Please see above for potential impacts on the 'age' protected characteristic. Older and younger people have historically been supported more by the budget. In the context of future generations the initiatives have supported a sustainable county borough for the future. Other work has supported the community in general. There is no analysis of those affected other than an assessment of what the budget has supported in the past and what projects may need to be prioritised in the next financial year. There will be a continued emphasis on supporting groups with protected characteristics.</p>
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CONSULTATION

7	<p>Please outline the consultation / engagement process and outline any key findings. <i>(Include method of consultation, objectives and target audience. What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <p>Consultation will occur as part of the Medium Term Financial Plan budget consultation process.</p>
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MONITORING AND REVIEW

8	<p>How will the proposal be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <p>Throughout the coming financial year an assessment will be made of the ability to support projects and which ones provide this most value to the well-being of the county borough. As the current financial plan proposes reductions in subsequent years this assessment will be an ongoing process.</p>
9	<p>How will the monitoring be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community</i></p>

	<p><i>are being met?)</i></p> <p>Assessment of the value of projects funded to well-being.</p>
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10	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equalities or Welsh Language training of some sort?)</i></p> <p>No.</p>
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11	<p>If any adverse impact has been identified, please outline any mitigation action.</p> <p>Where possible, support for initiatives in schools will continue to be supported as will small levels of support for the 50+ Forum.</p>
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12	<p>What wider use will you make of this Equality Impact Assessment? <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p> <p>This EIA will be attached to relevant scrutiny reports that will support the Medium Term Financial Plan and will be placed on the CCBC internet site.</p>
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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>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. <input type="checkbox"/></p> <p>Adjust the proposal – the impact assessment identified potential problems or missed opportunities. The proposal was adjusted to remove barriers or better promote equality. <input type="checkbox"/></p> <p>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.) <input checked="" type="checkbox"/></p> <p>Stop and remove the proposal – the impact assessment identified actual or potential unlawful discrimination. The proposal was stopped and removed, or changed. <input type="checkbox"/></p>
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Completed by:	Kathryn Peters
Date:	15 th November 2018
Position:	Corporate Policy Unit Manager
Name of Head of Service:	Stephen Harries- Interim Head of Business Improvement