



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:- Stephen Harris

Head of Service:- Head of Financial Services and Section 151 Officer

Service Area and Department:- Financial Services

Date:- Consultation 18th January 2023 to 8th February 2023. Report to Cabinet 22nd February. Report to Council 23rd February.

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

The budget proposals for the 2023/24 financial year include a proposed increase in Council Tax of 7.9%. This will increase the Band D precept from £1253.95 to £1353.01 i.e., an annual increase of £99.06, or £1.91 weekly. The public consultation on the budget ran from the 18.1.23 to 9.2.23 and built on the results of earlier principles-based consultation as part of the ongoing 'Caerphilly Conversation'. Residents were asked their views on the proposed increase in Council Tax, and whether a higher or lesser amount would be acceptable. The budget proposals will be considered by Cabinet on the 22.2.23 and Council on the 23.2.23. The link to the initial Cabinet report is below:

[Agenda for Cabinet on Wednesday, 18th January, 2023, 1.00 pm \(group.local\)](#)



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?

The public consultation asked people whether they were impacted positively, or negatively, based upon their personal circumstances, including any protected characteristics under the Equality Act. Any equalities related impacts, communicated by residents, will be drawn out in the consultation report which will accompany the final reports to Cabinet and Council in February 2022.

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

None identified to date.

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

Results of the 2023/2024 budget consultation are included in the final reports to Cabinet and Council.

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?

Please see 2a above

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

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



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?

Please see 2a above.

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

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

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?

Please see 2a above.

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

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

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?

Please see 2a above.

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

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



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?

Please see 2a above.

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

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

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?

Please see 2a above.

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

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

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?

Please see 2a above.

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

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



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?

Please see 2a above.

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

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

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?



The effect of the proposed 7.9% Council tax increase would result in a weekly increase of £1.27 on a Band A property, rising to £4.45 a week on a Band I property. A Band D property, the benchmark for considering rates and impacts, would incur an extra £1.91 per week charge. 75.81% of properties in the county borough are in Bands A to C.

The effect will be negative but will be minimised for the households suffering the most socio-economic disadvantage by support available through the Council Tax Reduction Scheme. 15,999 households receive support with their Council Tax payments representing 19.89% of all households in the county borough. 8,253 of these households (10.26%) receive the maximum 100% level of support.

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

In addition to the Council Tax Reduction Scheme, the Caerphilly Cares service has been established, initially as a result of the pandemic, but since extended and enhanced to help mitigate the effects of the cost-of-living crisis and economic disadvantage on vulnerable residents. Advice on benefits maximisation and signposting to sources of support is available through this service.

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

Data from the Council Tax Reduction Scheme

Data on the number of households in the county borough in each Council Tax Band

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?

Please see 3a above.

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

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

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?

Please see 3a above.

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

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

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?

No impact identified.

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

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

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?

None identified, expected neutral.

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

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

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?

Please see 3a above.

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

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

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

Individual Budget Impact Assessments have been included with the budget report for any impacted budgets.

Objective 2 - Enabling employment

Individual Budget Impact Assessments have been included with the budget report for any impacted budgets.

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

Individual Budget Impact Assessments have been included with the budget report for any impacted budgets.

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

Individual Budget Impact Assessments have been included with the budget report for any impacted budgets.

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



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

Individual Budget Impact Assessments have been included with the budget report for any impacted budgets.

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

The challenging financial situation facing the Council has been set out in the budget report.

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 confirmed settlement is for 12 months only hence it is difficult to predict how the Council's budget might be affected beyond the coming financial year. For planning purposes an updated Medium-Term Financial Plan is included in the Cabinet report which shows a potential savings requirement of £48.047m for the two-year period 2024/25 to 2025/26. The new administration is working on its Corporate Plan for the period 2023-2025 and what is achievable will be affected by the available resources. The Council is using some of its reserves this year to help meet the budget shortfall, but this is not sustainable in the longer-term. It is clear that the Council will face significant financial challenges moving forward and the Cabinet report sets out that the transformation and place-shaping programme will be important in helping the Council meet its long-term aims.

Prevention

Demand reduction is an important part of delivering sustainable services. Supporting residents to help themselves and reduce their reliance on Council services before reaching a level of need will become more important. Supporting the resilience of individuals and communities will remain at the forefront of service planning.

Integration

No impacts identified on partners objectives.

Collaboration

Collaboration with our main partners will continue.

Involvement

The budget consultation engaged residents on the proposed budget and is reported as part of the final reports to Cabinet and Council.

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

Considered as part of the forthcoming Corporate Plan.

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)

Considered as part of the forthcoming Corporate Plan.

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

Considered as part of the forthcoming Corporate Plan.

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)

Considered as part of the forthcoming Corporate Plan.

A Wales of Cohesive Communities

Attractive, viable, safe and well-connected communities

Considered as part of the forthcoming Corporate Plan.

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

Considered as part of the forthcoming Corporate Plan.



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

Considered as part of the forthcoming Corporate Plan.

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 2022-2027 and the Language Profile

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

Neutral impact.

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

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

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 impact

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

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



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 impact.

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

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

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 impact.

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

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

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 impact.

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

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

- 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.

No identified impact on the Welsh language, opportunities to use Welsh or to receive services through the medium of Welsh.

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)*

278 completed surveys were returned to the Council. In addition, a series of face-to-face drop-in sessions were arranged at libraries across the borough. Three on-line face-to-face sessions were offered and a Viewpoint Panel was convened to test to budget proposal with residents. Key target groups were also asked to share the survey and details of the engagement activity with their members or clients.

Key relevant findings

26% of people agreed with the proposed increase in Council Tax or would be prepared to pay more, 35% would support a lower increase and 35% would not support any increase. Qualitative conversations with residents supported this view, many understood the need to increase the level but also recognised that fact that some people were less able to afford an increase.

How has the data/evidence informed this proposal?

As detailed in the consultation survey report.

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 identified gaps.



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.

Various consultation mechanisms have been built into the budget survey. The ongoing 'Caerphilly Conversation,' which ran late November into December 2022, has been supplemented by the more detailed budget consultation which included on-line and face-to-face engagement. For full details of the consultation please see the Consultation Report which accompanies the final recommendations to Council.

Who was consulted?

Residents were consulted via a series of face to face sessions in eight libraries. Three on-line discussion sessions were facilitated. Hard copies of the budget consultation survey will be provided through libraries and a dedicated budget Viewpoint Panel meeting ran on the 2nd of February. In addition, groups supporting particular clients or members were asked to share the opportunities to give a view.

This is in addition to the Council's social media being used to publicise the links to the on-line survey.

Seldom heard groups who are harder to reach due to geography, literacy or digital exclusion were targeted through established networks.

The full list of stakeholders is:

All CCBC elected members
<ul style="list-style-type: none"> Joint Scrutiny Committee 24th January 2022
All CCBC staff
Voluntary Sector groups within the county borough via GAVO
<ul style="list-style-type: none"> Voluntary Sector Liaison Committee 27th January 2022
Assembly Members/MS
Trade Unions
Town and Community Councils
Targeted groups:
<ul style="list-style-type: none"> Caerphilly 50+ Forum
<ul style="list-style-type: none"> Tenants
<ul style="list-style-type: none"> Caerphilly Deaf club
<ul style="list-style-type: none"> Young people
<ul style="list-style-type: none"> LGBTQ+ young people
<ul style="list-style-type: none"> Caerphilly Parent Network
<ul style="list-style-type: none"> Menter Iaith (Welsh speaking residents)
<ul style="list-style-type: none"> Caerphilly People First



<ul style="list-style-type: none"> • Caerphilly Community Champions
<ul style="list-style-type: none"> • Businesses – Caerphilly Business Club
<ul style="list-style-type: none"> • Parents via schools and Caerphilly Parent Network
<ul style="list-style-type: none"> • National/regional groups representing those with protected characteristics including Action Hearing Loss Cymru, BDA, Caerphilly Deaf clubs, Umbrella Gwent, Stonewall Cymru, Race Equality First, Deafblind.org
Distribution lists for partner organisations across the local authority and Gwent area including the PSB, neighbouring authorities, community safety network, Nye's Community Champions

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

The late notification of the settlement meant that the budget consultation was condensed over the period 18.1.23 to 9.2.23 to allow enough time to consider the public views as part of the reports to Cabinet and Council on the 22nd and 23rd February respectively.

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

Details of impact assessments are available on the Council's webpage and have accompanied all reports and engagement. The budget consultation asked people to consider whether they agreed or disagreed with the list of savings proposals

What were the key findings?

In relation to the proposed increase in Council Tax the results are summarised at Section 8 above.

How have the consultation findings been taken into account?

The consultation findings have been included in the final report to Cabinet and Council.



10. Monitoring and Review

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

Periodic budget reports to Scrutiny Committees and Cabinet throughout the year and the annual outturn report. In addition, through the Directorate and Corporate Performance Assessments and the annual Self-assessment.

What are the practical arrangements for monitoring?

Relevant Scrutiny, Governance and Audit Committee and Cabinet.

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

Relevant Scrutiny, Governance and Audit Committee and Cabinet.

When is the proposal due to be reviewed?

Ongoing throughout the year. Service adjustment as required.

Who is responsible for ensuring this happens?

Corporate Management and Leadership Teams

11. Recommendation and Reasoning (delete as applicable)

TO BE COMPLETED AFTER THE CONSULTATION

- **Implement proposal taking account of the mitigating actions i.e. the Council Tax Reduction Scheme which supports the most economically disadvantaged and the Caerphilly Cares Service which can signpost to sources of support.**

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 recommendation is to implement the proposed increase in Council Tax in the context of the significant and unprecedented financial pressure facing the Council.

The Council Tax Reduction Scheme supports people living in the county borough who face the most socio-economic disadvantage. 15,999 households receive support with their Council Tax payments representing 19.89% of all households in the county borough. 8,253 of these households (10.26%) receive the maximum 100% level of support.

In addition, the Council has implemented the Caerphilly Cares service to provide early-stage preventative support for the most vulnerable individuals, including signposting to financial support and advice.

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:- Kathryn Peters

Brief description of the amendments/update:- Initial draft budget version. Cabinet and Joint Scrutiny

Revision Date:- 16.1.23

➤ Version 2

Author:- Kathryn Peters

Brief description of the amendments/update:- Updated with consultation responses

Revision Date:- 14.2.23

Integrated Impact Assessment Author

Name:- Kathryn Peters

Job Title:- Corporate Policy Manager

Date:- 16.1.22 (initial)

Head of Service Approval

Name:- Stephen Harris

Job Title:- Head of Financial Services and Section 151 Officer

Signature:-

Date:- 14.2.22