

**Equality Impact Assessment (EIA) Report Form**

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

**Please refer to the ‘Equality Impact Assessment Guidance’ while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.**

<b>Where do you work?</b>
Service Area: Corporate Strategy and Democratic Services
Directorate: Chief Executive’s Office

**(a) This EIA is being completed for a...**

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**(b) Please name and describe below...**

The Corporate Plan - October 2017 – May 2022

The Plan includes corporate well-being objectives which will help us meet our vision

- we want the county borough to be a place where everyone has an equal chance to get on in life – a place where people want to live, work and bring up their family.
- We want our beautiful natural environment, and our rich cultural and industrial heritage to be appreciated and protected for many future generations to enjoy. We also want to pursue new and existing opportunities for economic growth so we can sustain our diverse communities for many years to come.

**(c) It was initially screened for relevance to Equality and Diversity on June 26<sup>th</sup> 2017**

**(d) It was found to be relevant to...**

Age .....	<input checked="" type="checkbox"/>	Race .....	<input checked="" type="checkbox"/>
Disability .....	<input checked="" type="checkbox"/>	Religion or belief.....	<input checked="" type="checkbox"/>
Gender reassignment .....	<input checked="" type="checkbox"/>	Sex .....	<input checked="" type="checkbox"/>
Marriage & civil partnership .....	<input checked="" type="checkbox"/>	Sexual orientation.....	<input checked="" type="checkbox"/>
Pregnancy and maternity .....	<input checked="" type="checkbox"/>	Welsh language.....	<input checked="" type="checkbox"/>

**(e) Lead Officer**

**Name:** Karen Jones

**Job title:** Head of Corporate Strategy and Democratic Services

**Date:** June 28<sup>th</sup> 2017

## Section 1 – Aims

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project

### What are the aims?

To provide the framework for the Council's services and functions over the period October 2017 to May 2022 whilst discharging duties set out in various legislation, but in particular the Well-being of Future Generations (Wales) Act 2015 and the Local Government (Wales) Measure 2009.

Neath Port Talbot County Borough Council exists to serve and represent the interests of its citizens and communities. We strive to improve the economic, social, environmental and cultural well-being of all of our people.

We want our county borough to be a place where everyone has an equal chance to get on in life – a place where people want to live, work and bring up their family.

We want our beautiful natural environment, and our rich cultural and industrial heritage to be appreciated and protected for many future generations to enjoy. We also want to pursue new and existing opportunities for economic growth so we can sustain our diverse communities for many years to come.

### Who has responsibility?

Full Council

### Who are the stakeholders?

All residents of the county borough

Staff employed by the Council and their representatives

Bodies named in the Well-Being of Future Generations (Wales) Act 2015

External regulators and auditors

Future Generations Commissioner and other commissioners established by the Welsh Government

Businesses operating or proposing to operate in the county borough

Voluntary and community sector organisations

Town and Community Councils within the county borough

Partner organisations

## Section 2 - Information

### (a) Service Users

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

It was found to be relevant to...

Age .....	<input checked="" type="checkbox"/>	Race .....	<input checked="" type="checkbox"/>
Disability .....	<input checked="" type="checkbox"/>	Religion or belief.....	<input checked="" type="checkbox"/>
Gender reassignment .....	<input checked="" type="checkbox"/>	Sex .....	<input checked="" type="checkbox"/>
Marriage & civil partnership .....	<input checked="" type="checkbox"/>	Sexual orientation.....	<input checked="" type="checkbox"/>
Pregnancy and maternity .....	<input checked="" type="checkbox"/>	Welsh language.....	<input checked="" type="checkbox"/>

#### What information do you know about your service users and how is this information collected?

Services collect, analyse and use data provided by service users to help inform the planning and delivery of their service, for example, numbers of pupils, within each of our schools is collected annually; attainment at Foundation and Key Stages 2-4 and A/AS level; numbers of those not in education employment or training; children and adults who receive support services from social services; numbers using public and community transport, etc.

Some of this information is not currently available in a disaggregated form by protected characteristics due to lack of systems or to the small numbers involved.

In addition there is a wealth of information known about stakeholders and service users. The summary of their well-being is set out in the Neath Port Talbot Public Services Board Well-being Assessment which has been drawn upon to inform this set of proposals.

<https://www.npt.gov.uk/default.aspx?page=12572>

#### Actions

- Some of the data collected by services is not disaggregated by protected characteristics and we would look to ensure that more robust data collection is developed.
- Planned consultation on the well-being objectives and improvement priorities will test the proposals and their likely impact on different groups

### b) General

#### What information do you know and how is this information collected?

Please see above.

The data and summarised reports are held on the Public Services Board website which is available to the public

Details of people who shared a protected characteristic are not well developed in some of the datasets and this is acknowledged. This is why the consultation plan has been developed to specifically test the proposals with groups where we have limited data and insight.

The well-being assessment which provides a significant basis for these proposals is an extensive

set of evidence that has been gathered by a range of public and community organisations over a period of time.

The detail for different groups within the population varies and consequently that is why it is particularly important to reach out to groups where insight is more limited.

Please see the well-being assessment documentation which describes some of the limitations in the existing evidence base.

**Actions**

- Ensure the consultation reaches people who share protected characteristics and that appropriate mechanisms are established to capture data from all respondents to the planned consultation.

**Section 3 – Impact**

**(a) Impact on Protected Characteristics**

Please consider the possible impact on people with different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage & civil partnership	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and maternity	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Welsh language	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Thinking about your answers above, please explain (in detail) why this is the case. Include details of any consultation (and/or other information) which has been undertaken to support your view.**

The well-being assessment which provides a significant basis for these proposals is an extensive set of evidence that has been gathered by a range of public and community organisations over a period of time.

The detail for different groups within the population varies and consequently that is why it is particularly important to reach out to groups where insight is more limited.

Please see the well-being assessment documentation which describes some of the limitations in the existing evidence base.

Going forward, the Council needs to review its approach to community engagement and communication to provide more systematic methods of gathering and testing information about representative groups in the population.

The examination of the wellbeing assessment published by the Neath Port Talbot Public Services Board (PSB), the emerging PSB priorities as well as the identification for work currently being undertaken by the Council provided a base line for the work in developing the wellbeing objectives and improvement priorities.

The objectives and priorities address the well-being of all children and young people and of people throughout their adulthood who live in the county borough as well as factors that impact on well-being where the Council has a direct responsibility for those factors or can significantly influence those factors. As a result there will be a significant and positive impact on the following protected characteristics: age, disability, pregnancy and maternity, race and Welsh language, with a likely positive impact on the remaining protected characteristics. However, this will be 'tested' and further considered during the consultation.

During the summer of 2017 we aim to undertake an extensive programme of consultation and engagement with a very wide range of stakeholders on the Wellbeing objectives and improvement priorities.

Once the PSB has published its Well-being Plan (May 2018) it will be possible to demonstrate the alignment between the Council's Corporate Plan, the PSB Plan and other key planning arrangements which will ensure a more holistic approach to improving outcomes over the lifetime of all plans.

Any adverse changes as a result of implementing the Plan will be considered and actions to mitigate the impacts will be duly considered.

## **b) Impact on the Welsh Language**

### **What is the likely impact of the policy on:**

- **Opportunities for people to use Welsh**
- **The equal treatment of the Welsh and English languages**

### **Please give details**

There are specific actions set out in the document to promote Welsh Language and culture. In particular, the measures the Council proposes to take to increase the education and learning provision to grow the number of Welsh speakers in the area.

### **Could the policy be developed to improve positive impacts or lessen negative impacts? Please give details**

The Council is required to produce a five year plan as part of the determinations made by the Welsh Language Commissioner to increase the number of Welsh Speakers. Once that work is completed, it will be integrated into the Corporate Plan.

### **Actions (to increase positive/mitigate adverse impact).**

- Ensure the five year plan required under the Welsh Language Standards is informed by and integrated with this work in due course.

## Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

### (a) Equalities

Public Sector Equality Duty (PSED)

- to eliminate discrimination, harassment and victimisation;
- to advance equality of opportunity between different groups; and
- to foster good relations between different groups

#### **Please explain any possible impact on meeting the Public Sector Equality Duty**

A core feature of the proposals is to reduce inequalities across a range of different groups, not just in relation to protected characteristics but other characteristics such as poverty

Additionally, there are proposed actions to strengthen community cohesion and in particular the way the Council works with communities and with other agencies in empowering and developing community capacity

We have made a commitment in the first two well-being objectives to developing a rights-based approach, extending good practice in our education and social services departments, where children and young people and older and vulnerable people are supported and encouraged to participate in decisions and matters that affect them, to all other areas of our work.

#### **What work have you already done to improve the above?**

Preliminary discussions have taken place through the voluntary sector liaison committee who are committed to developing a more coherent approach. The Compact between the Council and the Sector has been updated to reflect this commitment.

The Public Services Board has been reviewing the conclusions in the well-being assessment and has identified the need to reduce inequality and to strengthen communities as priorities within its work programme. There is work ongoing to develop the specific focus of the Board's work.

The Council has recently updated its Strategic Equality Plan and has set out priorities within that Plan. Where appropriate actions from the Strategic Equality Plan feature within the priorities and actions to support the Well-being Goals.

#### **Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

## **(b) Reduce Social Exclusion and Poverty**

### **Please explain any possible impact**

The Council is working with the community to develop a BME forum. The work is in its infancy and should as it matures provide a good mechanism for capturing issues, ideas and concerns from these community groups.

The Council is also working with the CVS to strengthen input from disabled people and their carers, in particular through the Disability Forum.

The Council is working with partners to develop its Military Covenant Forum to ensure there are no people disadvantaged due to military service.

There is a strong partnership in place to support families resettled as part of the Government's Syrian Refugee Programme.

The Council led work across to develop the Population Assessment required under the Social Services and Wellbeing (Wales) Act 2014 and the evidence base generated from that work has been incorporated into the Public Services Board well-being assessment which has informed these proposals. This evidence provides good insight to the well-being of people who have care and support needs and their carers.

The Council has new legal duties to prevent people from being drawn into terrorism and a training programme to enable staff and contractors to identify and refer vulnerable people was resourced as part of budget setting and is making good progress.

The Council also has new duties in relation to violence, domestic abuse and sexual violence and has drafted a joint strategy through a local partnership approach to identify how it will meet the duties under the Act

### **What work have you already done to improve the above?**

Nothing further to add at this stage

### **Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

- Explore ways in which links with the faith community can be strengthened.
- Additionally, the Council aspires as part of these proposals to adopt a rights based approach across its service delivery and this should ensure there is a more consistent approach to the way we work with people of all backgrounds.

## **(c) Community Cohesion**

### **Is the initiative likely to have an impact on Community Cohesion?**

The Plan should strengthen community cohesion as there are both specific actions, for example the work to deliver the Government's PREVENT programme and more general actions, such as reviewing the Council's approach to community development that are proposed as actions over the Plan period.

### **Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

- As part of the consultation we will engage with a diverse range of groups to test the acceptability and relevance of the proposed actions.

## **Section 5 Consultation**

### **What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support the views in section 3 and 4?**

Many of the proposed actions have already been subject of consultation or engagement with a range of people but as we wanted to test the proposals further with a diverse range of people and groups to establish if the framework is fit for purpose; whether the priorities and actions make sense and whether there are omissions.

A public consultation exercise took place between 6<sup>th</sup> July 2017 and 8<sup>th</sup> September 2017 with the specific aim to engage with particular groups of service users to test out the proposals and their likely impact on the well-being of people with different characteristics.

A consultation and engagement plan was developed to ensure that as wide range of interested bodies and the general public the opportunity to comment upon the draft wellbeing objectives and to offer their views and comments prior to the wellbeing objectives being finalised and adopted by Council.

A range of promotional methods were used to create awareness of the consultation and encourage members of the public to engage with the council.

There were a number of ways the consultation was promoted and in which people could submit their views including:

- a self-completion questionnaire published on the Council's web site
- consultation packs in 35 public buildings (such as libraries, community centres and civic buildings)
- promotion via email to a range of stakeholders
- attendance at community/public events across the county borough and facilitated workshops with various organisations
- promotion via the Council's corporate social media accounts messages

In addition to the standard consultation questionnaire a further questionnaire was developed which was considered more suitable for capturing the views of children and younger people.

### **Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)**

- Complete the consultation and engagement and refine proposals in light of the feedback received.



## Section 6 – Post Consultation

What was the outcome of the consultation?

The consultation received a significant number of responses from the various consultation activities as follows:

- 446 responses in total; 3 responses were in Welsh
- 281 of these came from 36 planned engagement activities
- 72% of respondents were residents of the county borough

A significantly high percentage of all respondents agreed with the 3 Wellbeing objectives, while a similarly high percentage of respondents thought that the objectives will improve their quality of life.

In Version 2 a high percentage of the 27 respondents to the question thought that the objectives and priorities would improve health and happiness of them, their family and their friends.

While a number of comments were received which supported, and expanded on, the Council's vision and objectives there were some comments which were common amongst respondents:

Transport – it was highlighted that the lack of transport impacts on everyone in all areas. Impacts on those who wish to access activities/community groups/employment/health appointments/ school and college. Lack of or limited transport can contribute/compound feelings of isolation and have a spiralling detrimental effect on people generally and particularly on younger and older people and people with disabilities.

Activities/Facilities - current provision needs to be publicised and more activities provided, especially for children and young people. The impacts on of providing/promoting activities for children and young people would help provide opportunities for creativity, sport, socialising which would in turn help remove/reduce (perceived) anti social behaviour, provide a foundation for future activity and lead to fulfilled potential of young people. There would also be a positive impact on adults – less stressed parents (in relation to their children), inclusion, reduced sense of isolation, health benefits, etc.

While the priority actions attracted a positive response overall there were some comments made particularly in relation to better promotion of culture, community and happiness; the teaching of life skills, as well as improved access to public transport amongst others.

A few additional wellbeing objectives were suggested around mental health, environment and inclusion and social interaction.

General comments were made in relation to the questionnaire itself:

- More use of simple and straight forward language
- Anyone with poor literacy skills will be prohibited from commenting
- Survey is not smart phone friendly
- Poor time to run the consultation, difficult to capture views from children and young people during holiday

## Welsh Language

In both questionnaires over half of respondents considered that opportunities to use Welsh and the equal treatment of Welsh would improve with the introduction of the Wellbeing objectives.

There was a mixed response as to whether the wellbeing objectives would improve the effect of the opportunities to use Welsh and the equal treatment of Welsh; of those answering the longer version 78% didn't think there was anything that would improve the effect of the draft well-being objectives on the Welsh language while of those respondents answering the question in the shorter version (26) 31% felt the same way.

Some comments received in relation to Welsh:

- Training/learning – more teaching through the medium of Welsh; more funding for Welsh language classes; more opportunities for learning and using Welsh in the community; Free taster sessions.
- Promotion opportunities – link the language to childcare, etc, bilingual service provision, intergenerational work, Welsh ambassadors - encourage businesses and community to learn and practice Welsh. Set up a social media page to help new learners
- Equality - Welsh and English not equal enough, we want more Welsh options; Both languages should have equality in this area and promoted equally; equal treatment from a lot of local retailers
- 'Welsh language provision is important but costly'
- 'Don't force people to speak Welsh'

All views and comments expressed via the consultation have been considered prior to the wellbeing objectives being finalised. Changes made as a result of the consultation include:

- Including direct reference to the important role of the voluntary sector who support the Council in a wide range of ways to deliver the well-being objectives and associated actions;
- Including reference to the importance of out of school activities; support for children and young people's emotional well-being; and the importance of addressing substance misuse amongst some young people as headline indicators in the body of the Plan as well as in the more detailed Annexe to reflect the priority people attach to these issues;
- Refining the range of measures identified in the Plan to monitor progress and adding in baseline measures (where these exist) together with targets for the term of the Plan where this is appropriate;
- Re-wording the well-being objective for adults to place emphasis on people being resilient and able to participate in community life, throughout their adult life. This responds to the points made about increasing loneliness and isolation;
- Inserting measures for the country parks and theatres in the headline measures within the body of the Plan as well as in the detailed Annexe to reflect strong views about the importance of cultural well-being across the county borough;
- Addressing points made about the difficult financial environment within which the Council will need to operate within the Plan, making specific reference to how the Plan will be integrated with the Council medium term financial planning arrangements and other governance arrangements;
- Explaining how the Council will monitor progress and report on that progress;
- Responding to the points made about the need for the Plan to be accessible to people from all backgrounds. A web-based version of the Plan will be produced in

accessible language and illustrating key points with pictures and graphics to aid understanding. Additionally, public summary versions will be available using accessible graphics, in read easy version and child friendly version.

- Where comments relate specifically to the valleys, the detailed points will be made available to the Task and Finish Group set up by the Leader to inform their recommendations on future valley strategies; and
- Where comments relate specifically to the Welsh Language or Equality of Opportunity, these comments will be considered further by the Heads of Service Equalities and Community Cohesion Group and revisions will be made to the action plan for delivering on the Council's equality and Welsh Language obligations.

## Section 7 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor the impact of this function, service, policy, procedure, strategy, plan or project:

### Monitoring arrangements:

Monitoring at service level will be considered in line with governance arrangements and any modification of services will be considered accordingly

An Annual Report will be produced each year which will consider whether the well-being objectives and improvement priorities remain appropriate. Where necessary, the well-being objectives and improvement priorities will be revised.

The annual reports will be published on the Council's web pages and will also be widely communicated throughout the county borough using a range of different media.

The progress made in achieving the well-being objectives and improvement priorities will be monitored on a quarterly basis by the Cabinet and also by the Cabinet Scrutiny Committee.

The detailed steps, set out in an annex to the Plan, will be monitored through business plan reporting arrangements and through individual appraisal arrangements.

The impact of the wellbeing objectives and improvement priorities on people who share a protected characteristic will be monitored during the life of the plan.

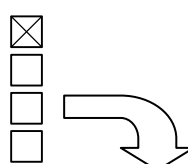
### Actions:

- Ensure that all monitoring arrangements undertaken in relation to the Corporate Plan consider the impact the well-being objectives and improvement priorities on people who share a protected characteristic.

## Section 8 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
- Outcome 2: Adjust the initiative...
- Outcome 3: Justify the initiative...
- Outcome 4: Stop and remove the initiative...



For outcome 3, detail the justification for proceeding here

## **Section 9 - Publication arrangements:**

Information on the publication arrangements for equality impact assessments is available in the guidance notes

## Action Plan:

<b>Objective</b> <b>What are we going to do and why?</b>	<b>Who will be responsible for seeing it is done?</b>	<b>When will it be done by?</b>	<b>Outcome</b> <b>How will we know we have achieved our objective?</b>	<b>Progress</b>
Ensure that a more robust data collection process is developed to guarantee data is disaggregated by protected characteristics	Heads of Service Equality and Community Cohesion Group	This will be part of the ongoing consideration of data collection within the Strategic Equality Plan	Data captured by services will reflect the service users and is collected routinely.	Heads of Service Equality and Community Cohesion Group to consider at scheduled meetings
Planned consultation on the well-being objectives and improvement priorities will test the proposals and their likely impact on different groups	Head of Corporate Strategy and Democratic Services	Public consultation to be undertaken between 6th July and 8th September 2017	Responses received, analysed and taken into account in the final version of the Corporate Plan	Completed. Consultation Report produced. and the Corporate Plan updated where appropriate.
Ensure the consultation reaches people who share protected characteristics and that appropriate mechanisms are established to capture data from all respondents to the planned consultation.	Head of Corporate Strategy and Democratic Services	A Consultation and Engagement Plan has been developed to ensure we engage with a cross section of the community, including: the general public, people who share protected characteristics, families, children and young people, local businesses, partners and a range of community groups. A range of engagement methods/ channels will be used	Responses received from a across the community. Analysis of monitoring data to identify those protected characteristics	Completed. Consultation Report produced containing analysis of the equalities monitoring data.

		including the Council's website, social media, attendance at scheduled meetings and public events.		
Ensure the five year plan required under the Welsh Language Standards is informed by and integrated with this work in due course.	Head of Corporate Strategy and Democratic Services	The five year plan will be developed in line with the requirements of the Welsh Language Standards	The wellbeing objectives/improvement priorities are reflected in the five year plan	An imposition date for the 5 year plan is awaited from the Welsh Language Commissioner
Explore ways in which links with the faith community can be strengthened.	Heads of Service Equality and Community Cohesion Group	This is currently being considered by the Group	Links with the faith community are established for meaningful dialogue	Heads of Service Equality and Community Cohesion Group to consider at scheduled meetings
Adoption of a rights based approach across service delivery to ensure there is a more consistent approach to the way in which the Council works with people of all backgrounds	Head of Corporate Strategy and Democratic Services			
Engage with a diverse range of groups to test the acceptability and relevance of the proposed actions	Head of Corporate Strategy and Democratic Services	Public consultation to be undertaken between 6th July and 8th September 2017	Engagement undertaken in line with the Consultation and Engagement Plan. Responses received from a diverse group of people.	Completed A diverse range of groups responded to the consultation. Details can be found in the Consultation Report

<p>Refine proposals, where appropriate, in light of the feedback received.</p>	<p>Head of Corporate Strategy and Democratic Services</p>	<p>The proposals will be reviewed and amendment where appropriate following the end of the consultation period</p>	<p>Responses have been taken into account and the Corporate Plan has been revised, where appropriate.</p>	<p>Completed The Corporate Plan updated where appropriate.</p>
<p>Ensure that all monitoring arrangements undertaken in relation to the Corporate Plan consider the impact the well-being objectives and improvement priorities on people who share a protected characteristic.</p>	<p>Head of Corporate Strategy and Democratic Services</p>	<p>Monitoring arrangements will be refined to take into the impact the well-being objectives and improvement priorities on people who share a protected characteristic</p>	<p>The Annual Report etc., will include information on the impacts on people who share a protected characteristic.</p>	