

## Integrated Impact Assessment (IIA)

This Integrated Impact Assessment considers the duties and requirements of the following legislation in order to inform and ensure effective decision making and compliance:

- Equality Act 2010
- Welsh Language Standards (No.1) Regulations 2015
- Well-being of Future Generations (Wales) Act 2015
- Environment (Wales) Act 2016

### Version Control

Version	Author	Job title	Date
Version 1	Chele Howard	PO Commissioning	06.04.21

### 1. Details of the initiative

	<b>Title of the Initiative:</b> Regional Co-Production Pack for the Regional Partnership
<b>1a</b>	<b>Service Area:</b> Social Services Health and Housing
<b>1b</b>	<b>Directorate:</b> Social Services Health and Housing
<b>1c</b>	<p><b>Summary of the initiative:</b> The West Glamorgan Regional Co-Production Pack consists of a Co-Production Framework (Appendix 1), Co-production Toolkit (Appendix 2) and Co-production Charter (Appendix 3).</p> <p>If approved, Neath Port Talbot County Borough Council (“the Council”) will implement the Pack in its delivery of the West Glamorgan regional programmes, projects and forums.</p>
<b>1d</b>	<b>Is this a ‘strategic decision’?</b> Yes
<b>1e</b>	<b>Who will be directly affected by this initiative?</b> People that use services and the wider community
<b>1f</b>	<b>When and how were people consulted?</b>

	<p>The development of this Pack was underpinned by the principles of co-production. Below are a list of co-production activities that helped to shape the Strategy:</p> <ul style="list-style-type: none"> <li>• Co-production Group members were asked to nominate individuals to be a part of the Task &amp; Finish Group.</li> <li>• The Task &amp; Finish group held meetings between 10 June and 30 September to identify and develop the key content of the strategy.</li> <li>• Members of the Task &amp; Finish Group co-ordinated a research exercise with contributions from members, pulling together various insight and contributions.</li> <li>• The draft documents were circulated to Co-production Group members and finalised in a meeting on 16 December, where final comments were requested before approval for submission at the Co-production Group meeting on 13 January.</li> </ul>
<p><b>1g</b></p>	<p><b>What were the outcomes of the consultation?</b>          Informed the development of the toolkit</p>

## 2. Evidence

<p><b>What evidence was used in assessing the initiative?</b></p>
<p>Social Services routinely collects data as part of the assessment/review process of individuals and carers, which is reported annually to Welsh Government.</p> <p>In addition to the number of people accessing services, limited equalities data such as age, disability, ethnicity and sex is also collected, which in turn informs policy development and service provision.</p> <p>The West Glamorgan Population Needs Assessment provides data on the social care and health needs of the region.  <a href="http://www.westernbaypopulationassessment.org/en/home/">http://www.westernbaypopulationassessment.org/en/home/</a></p>

## 3. Equalities

a) How does the initiative impact on people who share a **protected characteristic**?

Protected Characteristic	+	-	+/-	Why will it have this impact?
Age	x			<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Disability	x			<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p>

			<p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Gender reassignment	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Marriage & civil partnership	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>

Pregnancy and maternity	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Race	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Religion or belief	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p>

			<p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Sex	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
Sexual orientation	x		<p>These are high level strategic documents to help provide a framework for implementing co-production when taking forward West Glamorgan regional programmes, projects and forums.</p> <p>This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan</p>

			<p>regional programmes, projects and forums. As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristic and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
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**What action will be taken to improve positive or mitigate negative impacts?**

The following are the proposed key next steps for the Co-production Pack:

- Share the pack with key partners and stakeholders to start further conversations about our strategic approach to co-production in West Glamorgan.
- Apply the Co-production Framework and Toolkit to the delivery of our regional programmes, projects and forums.
- Promote our approach with the people of West Glamorgan and others to showcase the good work we are doing in the region.

b) How will the initiative assist or inhibit the ability to meet the **Public Sector Equality Duty**?

<b>Public Sector Equality Duty (PSED)</b>	<b>+</b>	<b>-</b>	<b>+/-</b>	<b>Why will it have this impact?</b>
To eliminate discrimination, harassment and victimisation	x			The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums in order to understand how the work of the West Glamorgan partnership will impact on people.

				This should help eliminate any unintended discrimination, harassment and/or victimisation that could arise through the projects and programmes by better understanding how a proposal will impact on people.
To advance equality of opportunity between different groups	x			<p>The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums in order to understand how the work of the West Glamorgan partnership will impact on people.</p> <p>This should help to advance equality of opportunity between different groups by empowering people to be able to contribute their views and experiences of how the work programme and projects may impact on them.</p>
To foster good relations between different groups	x			<p>The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums.</p> <p>This will empower people from different backgrounds to contribute to the development and implementation of regional projects and programmes that impact on them. It will also enable people to meaningfully take part in forums with other people in order to express their views and share their experiences to inform decision making.</p>

### What action will be taken to improve positive or mitigate negative impacts?

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#### 4. Socio Economic Duty

Impact	Details of the impact/advantage/disadvantage
Positive/Advantage	<p>The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums.</p> <p>This will empower people from different backgrounds to contribute to the development and implementation of regional projects and programmes that impact on them and ensure that they are able to meaningfully take part in forums with other people in order to express their views and share their experiences to inform decision making.</p> <p>This should have a positive impact on the Councils Socio-Economic duties as the work of the West Glamorgan Partnership Board will be more informed by people in order to maximise any potential positive impacts on their socio-economic status and minimise any negative impacts on their socio-economic status.</p> <p>The toolkit should also enhance the undertaking of forums where people that may have a socio-economical disadvantage will be able to express their opinions and share their experiences.</p>
Negative/Disadvantage	
Neutral	

## What action will be taken to reduce inequality of outcome

The following are the proposed key next steps for the Co-production Pack:

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- Apply the Co-production Framework and Toolkit to the delivery of our regional programmes, projects and forums.
- Promote our approach with the people of West Glamorgan and others to showcase the good work we are doing in the region.

## 5. Community Cohesion/Social Exclusion/Poverty

	+	-	+/-	Why will it have this impact?
Community Cohesion	x			<p>The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums.</p> <p>This will empower people from different backgrounds to contribute to the development and implementation of regional projects and programmes that impact on them and ensure that they are able to meaningfully take part in forums with other people, in order to express their views and share their experiences to inform decision making.</p> <p>In this way, the toolkit should have a positive impact on community cohesion as it will help to empower people to be able to feel part of the decision making process on matters that impact on them.</p>

Social Exclusion	x		<p>The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums.</p> <p>This will empower people from different backgrounds to contribute to the development and implementation of regional projects and programmes that impact on them and ensure that they are able to meaningfully take part in forums with other people in order to express their views and share their experiences to inform decision making.</p> <p>In this way, the toolkit should have a positive impact on social exclusion as it will give officers a framework in which to support people that may normally be excluded from decision making to take part in discussions about things that matter and impact on them.</p>
Poverty		x	<p>The co-production toolkit will help officers to better work with and communicate with people that would be impacted by the West Glamorgan regional programmes, projects and forums.</p> <p>This will empower people from different backgrounds to contribute to the development and implementation of regional projects and programmes that impact on them and ensure that they are able to meaningfully take part in forums with other people in order to express their views and share their experiences to inform decision making.</p> <p>Although this may not have a direct impact on poverty, there may be some positive indirect impacts as co-production means that officers may become better informed about how proposals and programmes of work may either positively or negatively impact on people financially.</p>

**What action will be taken to improve positive or mitigate negative impacts?**

The following are the proposed key next steps for the Co-production Pack:

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**6. Welsh**

	+	-	+/-	Why will it have this effect?
What effect does the initiative have on: – people’s opportunities to use the Welsh language			x	Co-production will be in line with Welsh Language requirements.
– treating the Welsh and English languages equally			x	Co-production will be in line with Welsh Language requirements.

**What action will be taken to improve positive or mitigate negative impacts?**

N/A

## 7. Biodiversity

How will the initiative assist or inhibit the ability to meet the **Biodiversity Duty**?

<b>Biodiversity Duty</b>	<b>+</b>	<b>-</b>	<b>+/-</b>	<b>Why will it have this impact?</b>
To maintain and enhance biodiversity			x	N/A
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			x	N/A

**What action will be taken to improve positive or mitigate negative impacts?**

N/A

## 8. Well-being of Future Generations

How have the five ways of working been applied in the development of the initiative?

Ways of Working	Details
i. <b>Long term</b> – looking at least 10 years (and up to 25 years) ahead	Ensuring that people are able to participate in decisions that impact on them, will help ensure that services reflect the person’s long term needs.
ii. <b>Prevention</b> – preventing problems occurring or getting worse	Ensuring that people are able to participate in decisions that impact on them, will help ensure that the work of the Regional Programme Board is responsive to people’s needs in order to prevent escalation.
iii. <b>Collaboration</b> – working with other services internal or external	A number of processes were implemented to ensure that this Pack was co-produced.
iv. <b>Involvement</b> – involving people, ensuring they reflect the diversity of the population	A number of processes were implemented to ensure that people were involved in developing the Pack.
v. <b>Integration</b> – making connections to maximise contribution to:	The Pack sets out a process and framework for improving participation and involvement, which will support integration.

<b>Council's well-being objectives</b>	To improve the well-being of all adults who live in the county borough. To develop the economy and the environment so that the well-being of people can be improved.
<b>Other public bodies objectives</b>	

## 9. Monitoring Arrangements

Provide information on the monitoring arrangements to:

Monitor the impact of the initiative on Equalities, Community Cohesion, the Welsh Measure, Biodiversity Duty and the Wellbeing Objectives.

The Regional Co-production Group will review the implementation of the toolkit.

## 10. Assessment Conclusions

Please provide details of the conclusions reached in relation to each element of the assessment:

	<b>Conclusion</b>
<b>Equalities</b>	This should have a positive impact on people with protected characteristics as the toolkit intends to enhance co-production in the delivery of the West Glamorgan regional programmes, projects and forums.

	<p>As such, this work will be more informed by people with protected characteristics in order to maximise the benefits of the work programme on people with protected characteristics and reduce unintended inequality or discrimination arising from the work programme.</p> <p>The toolkit should also enhance the undertaking of forums where people with protected characteristics will be able to express their opinions and share their experiences in order to enhance decision making.</p>
<b>Socio Economic Disadvantage</b>	<p>This should have a positive impact on the Councils Socio-Economic duties as the work of the West Glamorgan Partnership Board will be more informed by people in order to maximise any potential positive impacts on their socio-economic status and minimise any negative impacts on their socio-economic status.</p> <p>The toolkit should also enhance the undertaking of forums where people that may have a socio-economical disadvantage will be able to express their opinions and share their experiences.</p>
<b>Community Cohesion/ Social Exclusion/Poverty</b>	<p>This should have a positive impact by empowering people to be able to contribute their views and experiences of how the work programme and projects may impact on them and meaningfully take part in forums in order to express their views and share their experiences to inform decision making.</p>
<b>Welsh</b>	<p>Co-production will be in line with Welsh Language requirements.</p>
<b>Biodiversity</b>	<p>N/A</p>
<b>Well-being of Future Generations</b>	<p>Has a positive contribution to the five ways of working</p>

## Overall Conclusion

Please indicate the conclusion reached:

- **Continue** - as planned as no problems and all opportunities have been maximised x
- **Make adjustments** - as potential problems/missed opportunities/negative impacts have been identified along with mitigating actions
- **Justification** - for continuing with the initiative even though there is a potential for negative impacts or missed opportunities
- **STOP** - redraft the initiative as actual or potential unlawful discrimination has been identified



Please provide details of the overall conclusion reached in relation to the initiative

This toolkit should have a positive impact on people that will be impacted by the work of the West Glamorgan Programme Board as it will help enable people to contribute and inform work programmes and projects.

## 11. Actions

What actions are required in relation to obtaining further data/information, to reduce or remove negative impacts or improve positive impacts?

Action	Who will be responsible for seeing it is done?	When will it be done by?	How will we know we have achieved our objective?
Share the pack with key partners and stakeholders to start further conversations about our strategic approach to co-production in West Glamorgan.	The Regional Co-production Group	March 2022	Key partners and stakeholders have received the toolkit.  Meetings with key partners and stakeholders have taken place.
Apply the Co-production Framework and Toolkit to the delivery of our regional programmes, projects and forums.	The Regional Co-production Group	March 2022	Regional programmes, projects and forums are informed by the outcomes of co-production exercises.
Promote our approach with the people of West Glamorgan and others to showcase the good work we are doing in the region.	The Regional Co-production Group	March 2022	Publication of good news stories

The Regional Co-production Group to review the implementation of the toolkit.	The Regional Co-production Group	March 2022	Understand impact of the implementation of the toolkit.
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**12. Sign off**

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
<b>Completed by</b>	<b>Chele Zandra Howard</b>	<b>PO Commissioning</b>	<b>C.Z.Howard</b>	<b>06.04.21</b>
<b>Signed off by</b>	<b>Andrew Jarratt</b>	<b>Director</b>	<b>A. Jarrett</b>	<b>06.04.21</b>