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
- Statutory Consultation v Doctrine of Legitimate Expectation and Gunning Principles
- Well-being of Future Generations (Wales) Act 2015
- Welsh Language (Wales) Measure 2011

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.

PLEASE NOTE: Overwrite any grey text, it is there to guide you. Make sure the font colour is converted to black for accessibility reasons.

1. Proposal Details

Lead Officer	Head of Service	Service Area & Department	Date
Antony Bolter	Rhian Kyte	Visitor Economy & Destinations	8th January 2024

What is the proposal to be assessed? *Provide brief details of the proposal and provide a link to any relevant report or documents.*
The proposal is to close the Coffi Vista building and to cease the coffee shop operations. The building will then be marketed as an opportunity for the private sector. Allowing the operation to transfer to the private sector would reduce the subsidy burden and would bolster income through any rental agreed with a private operator. The toilet block should be closed off to public access, in light of the imminent introduction of toilet facilities at Ffos Caerffili. The proposal is to close the toilet block as this is assumed to be a more viable option for an incoming tenant. The existing tenant in the retail unit on the ground floor can remain in occupation until a new tenant is found. If they require both floors, then discussions with be had with the tenant to assist with the ongoing future of Y Galeri.

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2. Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

(The Public Sector Equality Duty requires the Council to have "due regard" to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups; and foster good relations between different groups). Please note that an individual may have more than one protected characteristic.

Protected Characteristics	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Age *(people of all ages)*	There will be minimal or no impact on support for well-being of local people as there are abundant hospitality resources in the town centre along with more planned as part of the Ffos Caerffili development, which will be run as a public market and will be open to all visitors, whether or not they are customers of Ffos Caerffili.	Loss of toilets may be considered as a negative impact, but Ffos Caerffili will also be providing public toilets to supplement the provision of facilities available in the Library, castle, Morrissons, etc. The new toilets will be fully accessible and will be open for the same hours as those in the Coffi Vista building, perhaps even for extended hours. The new facilities will be Council-owned, but run by a private market operator.	Ffos Caerffili plans and operation and provision of other resources and facilities in the town, including other hospitality providers and the toilets available in the Library.
Disability *(people with disabilities/ long term conditions)*	There will be minimal or no impact on support for well-being of local people as there are abundant hospitality resources in the town centre along with more planned as part of the Ffos Caerffili development, which will be run as a public market and will be open to all visitors, whether or not they are customers of Ffos Caerffili.	Loss of toilets may be considered as a negative impact, but Ffos Caerffili will also be providing public toilets to supplement the provision of facilities available in the Library, Morrissons, castle etc. The new toilets will be fully accessible and will be open for the same hours as those in the Coffi Vista building, perhaps even for extended hours. The new facilities will have toilets accessible for all, they will be Council-owned, but run by a private market operator.	Ffos Caerffili plans and operation and provision of other resources and facilities in the town, including other hospitality providers and the toilets available in the Library.

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Protected Characteristics	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Gender Reassignment *(anybody who's gender identity or gender expression is different to the sex they were assigned at birth)*	There will be minimal or no impact on support for well-being of local people as there are abundant hospitality resources in the town centre along with more planned as part of the Ffos Caerffili development, which will be run as a public market and will be open to all visitors, whether or not they are customers of Ffos Caerffili.	Loss of toilets may be considered as a negative impact, but Ffos Caerffili will also be providing public toilets to supplement the provision of facilities available in the Library, castle etc. The new toilets will be fully accessible and will be open for the same hours as those in the Coffi Vista building, perhaps even for extended hours. The new facilities will be Council-owned, but run by a private market operator.	Ffos Caerffili plans and operation and provision of other resources and facilities in the town, including other hospitality providers and the toilets available in the Library.
Marriage or Civil Partnership *(people who are married or in a civil partnership)*	**Neutral**	**N/A**	**N/A**
Pregnancy and Maternity *(women who are pregnant and/or on maternity leave)*	There will be minimal or no impact on support for well-being of local people as there are abundant hospitality resources in the town centre along with more planned as part of the Ffos Caerffili development, which will be run as a public market and will be open to all visitors, whether or not they are customers of Ffos Caerffili.	Loss of toilets may be considered as a negative impact, but Ffos Caerffili will also be providing public toilets to supplement the provision of facilities available in the Library, castle etc. The new toilets will be fully accessible and will be open for the same hours as those in the Coffi Vista building, perhaps even for extended hours. The new facilities will be Council-owned, but run by a private market operator.	Ffos Caerffili plans and operation and provision of other resources and facilities in the town, including other hospitality providers and the toilets available in the Library.

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Protected Characteristics	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Race ***(people from black, Asian and minority ethnic communities and different racial backgrounds)***	**Neutral**	**N/A**	**N/A**
Religion or Belief *(people with different religions and beliefs including people with no beliefs)*	**Neutral**	**N/A**	**N/A**
Sex *(women and men, girls and boys and those who self-identify their gender)*	There will be minimal or no impact on support for well-being of local people as there are abundant hospitality resources in the town centre along with more planned as part of the Ffos Caerffili development, which will be run as a public market and will be open to all visitors, whether or not they are customers of Ffos Caerffili.	Loss of toilets may be considered as a negative impact, but Ffos Caerffili will also be providing public toilets to supplement the provision of facilities available in the Library, castle etc. The new toilets will be fully accessible and will be open for the same hours as those in the Coffi Vista building, perhaps even for extended hours. The new facilities will be Council-owned, but run by a private market operator.	Ffos Caerffili plans and operation and provision of other resources and facilities in the town, including other hospitality providers and the toilets available in the Library.
Sexual Orientation *(lesbian, gay, bisexual, heterosexual, other)*	**Neutral**	**N/A**	**N/A**

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3. Socio-economic Duty (Strategic Decisions Only)

(The Socio-economic Duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making. Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services)

Please consider these additional vulnerable groups and the impact your proposal may or may not have on them:

- *Single parents and vulnerable families*
- *People with low literacy/numeracy*
- *Pensioners*
- *Looked after children*
- *Homeless people*
- *Carers*
- *Armed Forces Community*
- *Students*
- *Single adult households*
- *People misusing substances*
- *People who have experienced the asylum system*
- *People of all ages leaving a care setting*
- *People living in the most deprived areas in Wales (WIMD)*
- *People involved in the criminal justice system*

Socio-economic Disadvantage	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Low Income / Income Poverty *(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)*	N/A	N/A	N/A
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)*	N/A	N/A	N/A

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Socio-economic Disadvantage	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
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.)*	N/A	N/A	N/A
Area Deprivation *(where you live (rural areas), where you work (accessibility of public transport) Impact on the environment?*	N/A	N/A	N/A
Socio-economic Background *(social class i.e. parents education, employment and income)*	N/A	N/A	N/A
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)*	N/A	N/A	N/A

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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?) Corporate Plan

Objective 1 - **Enabling our Children to Succeed in Education**	N/A
Objective 2 - **Enabling our Residents to Thrive**	This response focuses on our ageing demographic including creating age friendly communities. However, closing toilet facilities and given that general day to day users include older people and community groups, the impact may be more significant on them, but it is important to note that they will be able to access toilets and having a warm and welcoming environment at the library and in Y Ffos Caerffili.
Objective 3 - **Enabling our Communities to Thrive**	Our physical infrastructure and digital connectivity will have improved to help people access towns, communities and services. The mitigation is that there are other similar hospitality venues and toilet provision in the town.
Objective 4 - **Enabling our Economy to Grow**	We are working in partnership to support businesses with a range of interventions aimed at stimulating the local economy. We are building a stronger relationship with our Business Community through town centre regeneration – The proposal will have an impact as any commercial closure will, but our focus remains on developing Caerphilly town centre and our aim is to re-open in due course with a complimentary private sector organisation contributing to the aims and objectives set out in the Caerphilly 2035 Masterplan.
Objective 5 - **Enabling our Environment to be Greener**	N/A

4a. Links to any other relevant Council Policy *(How does your proposal deliver against any other relevant Council Policy?)*
Caerphilly 2035 Masterplan

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5. Well-being of Future Generations (Wales) Act 2015 – The Five Ways of Working (ICLIP)

(Also known as the sustainable development principles. The Act requires the Council to consider how any proposal improves the economic, social, environmental and cultural well-being of Wales using the five ways of working as a baseline)

Ways of Working	How have you used the Sustainable Development Principles in forming the proposal?
Long Term	The long-term impact will be minimal if a private sector tenant can be secured. Their operations must be complementary to the aims and objectives set out in the Caerphilly 2035 Masterplan. If no permanent tenant can be secured the long-term implications will be negative and we will need to consider other options.
Prevention	This proposal presents an opportunity to offer a flagship location to a high profile service provider and will contribute to the ongoing development of the town. It is also considered to be a relatively low to moderate impact proposal to support the Mobilising Caerphilly budget reduction efforts.
Integration	The impact on other services is minimal as there are no other services provided from this location, other than occasional group meetings which could easily be re-located to other venues.
Collaboration	As above, there are no direct or indirect links identified in this proposal.
Involvement	As mentioned above, this proposal will form part of the overall budget consultation which will be available to the public for comment during the consultation stage. There has been direct engagement with staff, Cabinet, CMT and the current tenant (Y Galeri).

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6. Well-being of Future Generations (Wales) Act 2015

Well-being Goals	Does the proposal maximise our contribution to the Well-being Goal and how?
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*	The ongoing operations at this location should ensure a continuous supply of work opportunities for local people, which can be accessed by everyone, with support from the Council's Employability Team and other related partners.
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)*	Given that a similar type of retail/local service operation will be sought with a tenant, there is no anticipated change to the environmental impact of the premises.
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*	As there are a number of comparable services available in the town, there should be no adverse impact on health and well-being.
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)*	As evaluated above, there are no impacts that are adversely felt by any specific socio-economic background or circumstances.
A Wales of Cohesive Communities *Attractive, viable, safe and well-connected communities*	As this proposal contributes to the ongoing development of the town by introducing a new tenant, this should support this well-being goal. At the very least, there should be minimal or no impact due to the existence of other similar hospitality destinations.

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Well-being Goals	Does the proposal maximise our contribution to the Well-being Goal and how?
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*	As the purpose of the service changed from a tourist information centre to a coffee shop, the positive impact on the Welsh language has become much reduced although some current staff are Welsh speakers. If the tenant in the downstairs unit has to close then there will be an impact on the Welsh language as this is currently a bilingual service, but we are not certain of outcomes in this respect at the moment. The marketing of the space will determine whether or not the new tenant will require the downstairs space.
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*	There are no global or environmental impacts identified.

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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*

Requirement	**Does the proposal have any positive, negative or neutral impacts on the following and how?**	**If there are negative impacts how will these be mitigated?**	**What evidence has been used to support this view?** *e.g the WESP, TAN20, LDP, Pupil Level Annual School Census*
Links with Welsh Government's Cymraeg 2050 Strategy and CCBC's Five Year Welsh Language Strategy 2022-2027 and the **Language Profile**	If the tenant in the downstairs unit has to close then there will be an impact on the Welsh language as this is currently a bilingual service, but we are not certain of outcomes in this respect at the moment. The marketing of the space will determine whether or not the new tenant will require the downstairs space.	The identification of a tenant will focus on the broad needs of the town development and a bi-lingual offer will clearly be beneficial. This can be included as a desirable criterion in the assessment of proposals.	
Compliance with the Welsh Language Standards. *Specifically Standards 88 - 93*	Consider the rights of Welsh speakers to use Welsh when dealing with the council and for staff to use Welsh at Work – as this proposal seeks to replace a Council service with a private sector operator, this requirement is not applicable.	Ensure correspondence and details on the website is bilingual.	

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Requirement	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view? *e.g the WESP, TAN20, LDP, Pupil Level Annual School Census*
Opportunities to promote the Welsh language *e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community*	Actively encourage and promote the use of our services in Welsh to see an increase in demand over time – not applicable as above. All consultation information will be available bililngually giving opportunities for people to submit their views in Welsh.	All consultation information will be available bililngually giving opportunities for people to submit their views in Welsh.	
Opportunities for persons to use the Welsh language *e.g. staff, residents and visitors*	The rights of Welsh speakers to use Welsh when dealing with the council and for staff to use Welsh at Work – not applicable as above. All consultation information will be available bililngually giving opportunities for people to submit their views in Welsh.		
Treating the Welsh language no less favourably than the English language	This requirement will be applied in all aspects of the proposal. All consultation information will be available bililngually giving opportunities for people to submit their views in Welsh.		

7a. Having considered the impacts above, how has the proposal been developed so that there are positive effects, or increased positive effects on (a) opportunities for persons to use the Welsh language, and (b) treating the Welsh language no less favourably than the English language.
As mentioned above, the identification of a tenant will focus on the broad needs of the town development and a bilingual offer will clearly be beneficial. This can be included as a desirable criterion in the assessment of proposals.

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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)*	**Key relevant findings**	**How has the data/evidence informed this proposal?**
What data / evidence was used? Primary data used to inform this report are the in-year and end of year budget reports, which demonstrate an ongoing and increasing need to subsidise this coffee shop. Provide links to any reports if appropriate To be updated following the public consultation.	What were the key findings? This year, the budget subsidy is £78,000 and the latest forecast is that the subsidy will not be achieved. What did the data / evidence used tell you? To be updated following the public consultation.	How has the data / evidence available helped inform the proposal? Closure of the coffee shop will remove the need for subsidy, thereby providing a sustained saving of £78,000 p.a. plus the opportunity to generate a rental income of c.£21,000 p.a. Did it support the proposal and how? To be updated following the public consultation. If the data / evidence didn't support the proposal why was this? To be updated following the public consultation.

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.*
The views of stakeholders will be sought through the public consultation on the Council's Budget Savings.

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9. Consultation

(In some instances, there is a legal requirement to consult. In others, even where there is no legal obligation, there may be a legitimate expectation from people that a consultation will take place. Where it has been determined that consultation is required, The Gunning Principles must be adhered to. Consider the Consultation and Engagement Framework. Please note that this may need to be updated as the proposal develops and to strengthen the assessment.

Briefly describe any recent or planned consultations paying particular attention to evidencing the Gunning Principles.
Who was consulted? Engagement with staff is ongoing. The tenant of Y Galeri has also been engaged regarding this proposal and the potential impact on their business if the new tenant wishes to make use of the downstairs unit. Members of the public will get the opportunity to express their views as part of the wider Budget Consultation. Public Consultation will be at the end of January until the middle of February. When they were consulted did the consultation take place at the formative stage and was adequate time given for consultees to consider and respond? To be updated following the public consultation. Was sufficient information provided to consultees to allow them to make an informed decision on the proposal? To be updated following the public consultation. What were the key findings? To be updated following the public consultation. How have the consultation findings been taken into account? To be updated following the public consultation.

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10. Monitoring and Review

How will the implementation and the impact of the proposal be monitored, including implementation of any amendments?	The selection of a tenant will be subject to the Council's lettings procedures and will also be benchmarked by the Regeneration Team as part of the town centre development plans.
What are the practical arrangements for monitoring?	
How will the results of the monitoring be used to develop future proposals?	As mentioned above, this will form part of the ongoing Town Centre Management for Caerphilly.
When is the proposal due to be reviewed?	The proposal implementation will form part of the annual service plans.
Who is responsible for ensuring this happens?	Regeneration Services Manager

11. Recommendation and Reasoning

☑	Implement proposal with no amendments
☐	Implement proposal taking account of the mitigating actions outlined
☐	Reject the proposal due to disproportionate impact on equality, poverty and socio-economic disadvantage

Have you contacted relevant officers for advice and guidance? **Yes** ☑ **No** ☐

12. Reason(s) for Recommendation

(Provide below a summary of the Integrated Impact Assessment. This summary should be included in the "Summary of Integrated Impact Assessment" section of the Corporate Report Template. The Integrated Impact Assessment should be published alongside the Report proposal).

The report and its outcomes are a direct response to the need to identify savings to contribute to the achievement of the Council's reduction in budget of c.£55m over the next two years. The closure of Coffi Vista represents a potential reduction in subsidy of £78,000 plus a potential income of £21,000 from letting the premises.

In comparison to other services provided by the Council, this is considered to be one with relatively low impact on the local population and should therefore be approved for closure.

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13. Version Control

(The IIA should be used in the early stages of the proposal development process. The IIA can be strengthened as time progresses to help shape the proposal. The Version Control section will act as an audit trail to evidence how the IIA has been developed over time)

Version No.	Author	Brief description of the amendments/update	Revision Date

Integrated Impact Assessment Author

Name:	**Antony Bolter**
Job Title:	**Visitor Economy and Destinations Manager**
Date:	**8th January 2024**

Head of Service Approval

Name:	**Rhian Kyte**
Job Title:	**Head of Planning and Regeneration**
Date:	**09/01/2024**
Signature	

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