

# EQUALITY IMPACT ASSESSMENT FORM

November 2018

## THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

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

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

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

- \* The Welsh language is not identified as a protected characteristic under the Equality Act 2010, however in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

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

## THE EQUALITY IMPACT ASSESSMENT

<b>NAME OF NEW OR REVISED PROPOSAL *</b>	Withdrawal of Funding for Community Centre Caretaking Provision
<b>DIRECTORATE</b>	Communities
<b>SERVICE AREA</b>	Communities & Leisure
<b>CONTACT OFFICER</b>	Jeff Reynolds
<b>DATE FOR NEXT REVIEW OR REVISION</b>	

**\*Throughout this Equalities Impact Assessment Form, ‘proposal’ is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

The Council’s work across Equalities, Welsh Language and Human Rights is covered in more detail through the [Equalities and Welsh Language Objectives and Action Plan 2016-2020](#).

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the [Corporate Policy Unit Portal](#) and the Council’s Equalities and Welsh Language team can provide advice as the EIA is being developed. Please note that the team does not write EIAs on behalf of service areas, the support offered is in the form of advice, suggestions and in effect, quality control.

Contact [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk) for assistance

## PURPOSE OF THE PROPOSAL

<b>1</b>	<p><b>What is the proposal intended to achieve?</b></p> <p>The proposal is aimed at realising Medium Term Financial Plan (MTFP) savings by withdrawing the funding provided by CCBC in relation to the Caretaking provision supplied to the portfolio of 37 Community Centres. It is proposed that this would be implemented from 1<sup>st</sup> October 2019 to allow for a transition resulting in a part year saving in 2019/20 of £79,000.</p> <p>The proposal will require the autonomous management committees that are responsible for operational delivery of each Community Centre to assume the costs of caretaking provision.</p> <p>Each Community Centre is currently supporting the caretaker costs by x 1 hr per week with the remaining x 11 hours supported by CCBC. CCBC will retain responsibility for ensuring that each building complies with statutory maintenance requirements and liabilities and will further support appropriate reactive maintenance requirements.</p> <p>This proposal however will require each Community Centre to review its existing provision and charging structure which may result in a (significant) reduction in availability or in certain circumstances, potentially close.</p>
<b>2</b>	<p><b>Who are the service users affected by the proposal?</b></p> <p>Community Centre delivery affects the public generally and in particular current, potential and future users of the following:</p> <ul style="list-style-type: none"><li>• Sports Development programmes;</li><li>• Community Based programmes</li><li>• Community Engagement programmes</li></ul> <p>This proposal affects caretaking staff.</p> <p>It should be noted that Community Centre provision now forms part of the Sport &amp; Leisure Service.</p>

## IMPACT ON THE PUBLIC AND STAFF

<p><b>3</b></p>	<p><b>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</b></p> <p>Community Centre provision is not a statutory requirement of Local Government in Wales. The Council subsidises Community Centre provision in Caerphilly. This subsidy is not necessarily strategically directed nor applied consistently which results in operational anomalies. At present there are 37 facilities supported by CCBC with a further 12 that are independently managed. Reducing revenue and capital resources need to be balanced against crucial health and well-being priorities and focus on making the most impact possible on health and well-being inequalities, which will facilitate continued provision of a range of opportunities to benefit our residents.</p> <p>A collaborative approach aims to provide facilities that are available and accessible to all. CCBC ensures that each Community Centre is safe for use through a programme of preventative and reactive maintenance, ensuring compliance with statutory maintenance requirements and the provision of caretaking staff to support access and delivery.</p> <p>There is a coordinated approach between CCBC and the Community Centre management committees helping in the delivery of better educational, employment, and social outcomes for the benefit of all of our communities.</p> <p>The Council will work collaboratively with each Community Centre to take steps to mitigate any negative impacts should provision be reduced and will work to address access for older people, younger people, and disabled people who rely on forms of transport other than private cars.</p> <p>The proposal provides the opportunity for the identified Community Centre management committees to review current delivery models. This will include the future role and responsibilities of caretaking staff. Where Community Centres are unable to assume responsibility for caretaking staff, then those who may be affected will be managed in accordance with the agreed CCBC policies.</p>	
<p><b>4</b></p>	<p><b>Is your proposal going to affect any people or groups of people with protected characteristics?</b></p>	
<p><b>Protected Characteristic</b></p>	<p><b>Positive, Negative, Neutral</b></p>	<p><b>Relevance of the Policy or Practice</b></p>
<p><b>Age</b></p>	<p><b>Negative</b></p>	<p>The proposal provides the opportunity for the identified Community Centre management committees to review current delivery models with the aim of proactively promoting the facility to increase usage. However there may be some negative impact where there is increased travel distances following any reduction in provision.</p> <p>The Council's Sport &amp; Leisure Services team work</p>

		collaboratively with Community Centre management committees in support of outreach and intervention to provide targeted support to help keep older people involved and active in local communities helping local organisations to provide ways of supporting older people/less independent people lead healthy lives through low intensity, social and easy to access physical activities.
<b>Disability</b>	<b>Negative</b>	This proposal will challenge the Community Centre management committees to review existing practice and provision with the aim of securing a sustainable service. Should community centre provision be reduced people with disabilities may be more greatly affected if this results in longer travel times to alternative provision.
<b>Gender Reassignment</b>	<b>Neutral</b>	
<b>Marriage &amp; Civil Partnership</b>	<b>Neutral</b>	
<b>Pregnancy and Maternity</b>	<b>Neutral</b>	
<b>Race</b>	<b>Neutral</b>	
<b>Religion &amp; Belief</b>	<b>Neutral</b>	
<b>Sex</b>	<b>Neutral</b>	
<b>Sexual Orientation</b>	<b>Neutral</b>	

<b>5</b>	<p><b>In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</b></p> <p>The withdrawal of grant funding for two Community Centres will not have any effects on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</p>
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## INFORMATION COLLECTION

<b>6</b>	<b>Please outline any evidence and / or research you have collected which supports the proposal? This can include an analysis of service users.</b>
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	<p>In 2016 26.9% of people in the county borough aged 16-64 were disabled as defined by the Equalities Act.</p> <p>In the 2011 Census 97.6% of the population are identified as English/Welsh/Scottish/Northern Irish/British.</p> <p>50.7 are identified as being of Christian religion with 48.32% identified as having no religion or religion not stated.</p> <p>50.95% of the population of the county borough were female and 49.05% male.</p> <p>We do not hold data regarding other services users or other protected characteristics as the direct engagement with users is through the autonomous Community Centre management committees.</p>
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## CONSULTATION

<b>7</b>	<p><b>Please outline the consultation / engagement process and outline any key findings.</b></p> <p>This proposal will form part of CCBC draft budget consultation process which will aim to seek the views of Caerphilly County Borough residents and will be updated further or as required upon completion.</p>
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## MONITORING AND REVIEW

<b>8</b>	<p><b>How will the proposal be monitored?</b></p> <p>There are limitations in the data that we hold but we will use the public consultation on the proposals to strengthen our understanding.</p>
<b>9</b>	<p><b>How will the monitoring be evaluated?</b> <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>Regular engagement with management committees, groups, clubs and organisations</p>

<b>10</b>	<p><b>Have any support / guidance / training requirements been identified?</b></p> <p>No</p>
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<b>11</b>	<p><b>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</b></p> <p>The proposal will challenge Community Centre management committees to review existing practice and delivery models with aim of securing a financially sustainable provision into the future. It provides the opportunity to promote and increase participation in the Community Centre provision.</p> <p>The proposal provides the opportunity for the identified Community Centre management committees to review current delivery models with the aim of proactively promoting the facility to increase usage. However there may be some negative impact where there is increased travel distances following any reduction in provision.</p> <p>The Council's Sport &amp; Leisure Services team works collaboratively with Community Centre management committees</p>
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<b>12</b>	<p><b>What outcome does this Equality Impact Assessment suggest you take?</b> You might find that more than one applies. Please explain why you have come to this decision.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Outcome 1</td> <td style="width: 10%;"></td> <td style="width: 60%;"><b>No major change needed</b> – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken</td> </tr> <tr> <td>Outcome 2</td> <td></td> <td><b>Adjust the policy</b> to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?</td> </tr> <tr> <td>Outcome 3</td> <td style="text-align: center;">X</td> <td><b>Continue the policy</b> despite potential for negative impact.</td> </tr> <tr> <td>Outcome 4</td> <td></td> <td><b>Stop and rethink the policy</b> when the EIA shows actual or potential unlawful discrimination.</td> </tr> </table>	Outcome 1		<b>No major change needed</b> – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken	Outcome 2		<b>Adjust the policy</b> to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?	Outcome 3	X	<b>Continue the policy</b> despite potential for negative impact.	Outcome 4		<b>Stop and rethink the policy</b> when the EIA shows actual or potential unlawful discrimination.
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	<p><b>Our Assessment is Outcome 3 – Continue the Policy</b></p> <p>We have reached this conclusion because although the potential for some negative impacts have been identified actions are proposed to mitigate these. This assessment will be further updated upon completion of the draft CCBC budget consultation exercise.</p>												

<b>Completed by:</b>	Jeff Reynolds
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<b>Date:</b>	12/11/2018
<b>Position:</b>	Sports & Leisure Facilities Manager
<b>Name of Head of Service:</b>	ROBERT HARTSHORN