

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	9th January 2024

What is the proposal to be assessed? <i>Provide brief details of the proposal and provide a link to any relevant report or documents.</i>
The proposal is to mothball the building and to close it to the public and to cease operation of the current museum, gallery, shop and coffee shop. Efforts to carry out a Community Asset Transfer (CAT) will be made in 2024-25. This will remove the subsidy burden for the Authority.

The remaining budget requirement for 2024-25 relates to ongoing staffing costs for the officers employed at this location, 2 officers will be transferred to Llancaiach Fawr Manor and the 1 remaining officer will be redeployed in due course. There is also an ongoing utilities and maintenance budget need as the building will remain open for its tenants.

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.

<u>Protected Characteristics</u>	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 (<i>people of all ages</i>)	There will be a temporary negative impact on people of all ages as a community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor. The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.
Disability (<i>people with disabilities/ long term conditions</i>)	There will be a temporary negative impact on people with disabilities and long-term conditions as a community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	People will still be able to enjoy refreshments in the café in the White Rose Centre next door as there is a DDA compliant entrance and the facility is already well-used by Social Services staff and their disabled clients. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor.	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.

		The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.	
<u>Protected Characteristics</u>	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 <i>(anybody who's gender identity or gender expression is different to the sex they were assigned at birth)</i>	There will be a temporary negative impact on people irrespective of their gender as a community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor. The Winding House will close for a year, but may be able to re-open if the plans for a Community Asset Transfer are successful.	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.
Marriage or Civil Partnership <i>(people who are married or in a civil partnership)</i>	Neutral	N/A	N/A
Pregnancy and Maternity <i>(women who are pregnant and/or on maternity leave)</i>	There will be a temporary negative impact on people irrespective of their gender as a community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded	People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the

	as a low to moderate impact given the low number of visitors to the destination.	that they will be relocated to Llancaiach Fawr Manor. The Winding House will close for a year, but may be able to re-open if the plans for a Community Asset Transfer are successful.	coffee shop area note that the Winding House is very quiet on most days.
<u>Protected Characteristics</u>	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?
<i>Race (people from black, Asian and minority ethnic communities and different racial backgrounds)</i>	There will be a temporary negative impact on people irrespective of their race as a community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor. The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.
<i>Religion or Belief (people with different religions and beliefs including people with no beliefs)</i>	There will be a temporary negative impact on people irrespective of their religion or belief as a community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact	People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor.	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that

	given the low number of visitors to the destination.	The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.	the Winding House is very quiet on most days.
Sex (<i>women and men, girls and boys and those who self-identify their gender</i>)	There will be a negative impact on people irrespective of their sex as a community asset will be closed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	<p>People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.
Sexual Orientation (<i>lesbian, gay, bisexual, heterosexual, other</i>)	There will be a negative impact on people irrespective of their sexual orientation as a community asset will be closed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	<p>People will still be able to enjoy refreshments in the café in the White Rose Centre next door. Those benefiting from the museum and associated education provision can continue to enjoy these services as it is anticipated that they will be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.

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*

<u>Socio-economic Disadvantage</u>	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 <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i>	There will be a temporary negative impact on people irrespective of their income level as a free to access community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	People will still be able to enjoy refreshments in the café in the White Rose Centre next door and their menu is priced at a lower level. Those benefiting from the museum and associated education provision can continue to enjoy these services as they are planned to be relocated to Llancaiach Fawr Manor.	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.

		The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.	
Low and/or No Wealth (<i>enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future</i>)	There will be a temporary negative impact on people irrespective of their wealth as a free to access community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.	<p>People will still be able to enjoy refreshments in the café in the White Rose Centre next door and their menu is priced at a lower level. Those benefiting from the museum and associated education provision can continue to enjoy these services as they are planned to be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.
<u>Socio-economic Disadvantage</u>	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 (<i>unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.</i>)	There will be a temporary negative impact on people irrespective of their income level as a free to access community asset will be mothballed. Visitors to the museum, the gallery, shop and coffee shop will be	People will still be able to enjoy refreshments in the café in the White Rose Centre next door and their menu is priced at a lower level. Those benefiting from the museum	The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the

	<p>affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination and the fact that the Winding House would not normally be described as a basic goods or services provider.</p>	<p>and associated education provision can continue to enjoy these services as they are planned to be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	<p>Winding House is very quiet on most days.</p>
<p>Area Deprivation <i>(where you live (rural areas), where you work (accessibility of public transport) Impact on the environment?</i></p>	<p>There will be a temporary negative impact on people in the area concerned as a free to access community asset will be closed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination. There will be no impact on the environment as visitors will still be able to access the EV charging points in the car park.</p>	<p>People will still be able to enjoy refreshments in the café in the White Rose Centre next door and their menu is priced at a lower level. Those benefiting from the museum and associated education provision can continue to enjoy these services as they are planned to be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	<p>The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.</p>
<p>Socio-economic Background</p>	<p>There will be a temporary negative impact on people irrespective of their social class as a free to access</p>	<p>People will still be able to enjoy refreshments in the café in the White Rose Centre next</p>	<p>The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but</p>

<p><i>(social class i.e. parents education, employment and income)</i></p>	<p>community asset will be closed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.</p>	<p>door and their menu is priced at a lower level. Those benefiting from the museum and associated education provision can continue to enjoy these services as they are planned to be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	<p>closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.</p>
<p>Socio-economic Disadvantage <i>(What cumulative impact will the proposal have on people or groups because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i></p>	<p>There will be a temporary negative impact on people irrespective of their protected characteristics as a free to access community asset will be closed. Visitors to the museum, the gallery, shop and coffee shop will be affected. However, this is regarded as a low to moderate impact given the low number of visitors to the destination.</p>	<p>People will still be able to enjoy refreshments in the café in the White Rose Centre next door and their menu is priced at a lower level. Those benefiting from the museum and associated education provision can continue to enjoy these services as they are planned to be relocated to Llancaiach Fawr Manor.</p> <p>The Winding House will close for a year, but will re-open if the plans for a Community Asset Transfer are successful.</p>	<p>The cafe in the White Rose Centre is more popular than the Winding House coffee shop, but closes earlier (after lunchtime). However, officers working in the coffee shop area note that the Winding House is very quiet on most days.</p>

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 of mothballing may be more significant on them, but it is important to note that they will be able to access toilets and enjoy a warm and welcoming environment at the White Rose Resource Centre. It is hoped that the work being undertaken on community ownership will bring about a use to the building that is beneficial and helps residents thrive
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 is a decent hospitality venue and toilet provision in the immediate vicinity. It is hoped that the work being undertaken on community ownership will bring about a use to the building that is beneficial and helps communities thrive
Objective 4 - Enabling our Economy to Grow	We are working in partnership to support businesses and organisations with a range of interventions aimed at stimulating the local economy across Caerphilly County Borough. This proposal seeks to empower a local community organisation to own and operate the facilities at the Winding House. The proposal will have an impact as any commercial closure will, but our focus will be on ensuring that the resource remains in active use and includes the opportunity to have tenants in the upstairs offices.
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?)

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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)

<u>Ways of Working</u>	How have you used the Sustainable Development Principles in forming the proposal?
<p>Long Term</p> 	<p>The long-term impact will be minimal if a Community Asset Transfer can be completed. If this is not possible, then the situation needs to be reviewed in 2024-25 as the closure is a temporary measure. Ongoing tenancies in the offices are also important for financial sustainability.</p>
<p>Prevention</p> 	<p>This proposal presents an opportunity to offer an asset to a local community organisation and this will contribute to the sustainability and wellbeing of the town and its residents. It is also considered to be a relatively low to moderate impact proposal to support the Mobilising Caerphilly budget reduction efforts. It must be noted that the closure is for 12 months as other options for the building are considered.</p>
<p>Integration</p> 	<p>The impact on other services is minimal as there are no other services provided from this location, other than the existing tenant and proposed new tenant, which are both teams within CCBC and which will be maintained.</p>
<p>Collaboration</p> 	<p>The key collaboration will be with the local community organisation involved in the Community Asset Transfer.</p>
<p>Involvement</p> 	<p>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 (CCBC Employability Team).</p>

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

<u>Well-being Goals</u>	Does the proposal maximise our contribution to the Well-being Goal and how?
<p>A Prosperous Wales <i>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</i></p>	<p>The proposed Community Asset Transfer and the moving of staff to Llancaiach Fawr Manor should ensure an ongoing source of employment for local people, which can be accessed by everyone, with support from the Council's Employability Team (based in the Winding House) and other related partners.</p>
<p>A Resilient Wales <i>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)</i></p>	<p>Given that a similar type of service operation will be sought with the Community Asset Transfer and the fact that the existing tenant will continue to work there, there is no anticipated change to the environmental impact of the premises.</p>
<p>A Healthier Wales <i>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</i></p>	<p>As there is an alternative refreshments provider in the immediate vicinity, there is no anticipated negative impact on health and well-being. It must be noted that the closure is for 12 months as other options for the building are considered.</p>
<p>A More Equal Wales <i>A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances)</i></p>	<p>As evaluated above, there are impacts that are adversely felt by all specific socio-economic backgrounds or circumstances, but these are being mitigated as mentioned in the table above. It must be noted that the closure is for 12 months as other options for the building are considered.</p>

<p>A Wales of Cohesive Communities <i>Attractive, viable, safe and well-connected communities</i></p>	<p>The closure of the Winding House for a year will have an impact on this well-being goal. However, if the Community Asset Transfer is successful, then that impact can be reversed in 2024-25. In terms of the coffee shop closure, there should be minimal or no impact due to the existence of a similar provision in the White Rose Centre.</p>
<p><u>Well-being Goals</u></p>	<p>Does the proposal maximise our contribution to the Well-being Goal and how?</p>
<p>A Wales of Vibrant Culture and Thriving Welsh Language <i>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</i></p>	<p>The museum depicts life in this area as it was in past ages and with the closure, albeit for a year, it is important to provide an alternative venue for the museum, hence the plan to move artefacts to Llancaiach Fawr Manor. It should also be noted that the shop contains mainly Welsh produce and items, and the stock will also be moved to be sold in Llancaiach Fawr Manor. The impact on the Welsh language will be minimal as, although some staff are Welsh speakers, they receive very few enquiries in Welsh.</p>
<p>A Globally Responsible Wales <i>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</i></p>	<p>There are no global or environmental impacts identified as the winding wheel will continue to be run by a voluntary group.</p>

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
<p>Links with Welsh Government’s Cymraeg 2050 Strategy and CCBC’s Five Year Welsh Language Strategy 2022-2027 and the Language Profile</p>	<p>As mentioned above, the impact on the Welsh language will be minimal as, although some staff are Welsh speakers, they receive very few enquiries in Welsh.</p>	<p>If the proposed Community Asset Transfer is successful, the organisation will be urged to embrace the use of the Welsh Language in their delivery of services.</p>	
<p>Compliance with the Welsh Language Standards. <i>Specifically Standards 88 - 93</i></p>	<p>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 voluntary sector organisation, this requirement is not applicable.</p>	<p>Ensure correspondence and details on the new organisation’s website is bilingual.</p>	

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? <i>e.g the WESP, TAN20, LDP, Pupil Level Annual School Census</i>
Opportunities to promote the Welsh language <i>e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community</i>	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 bililingually giving opportunities for people to submit their views in Welsh.	All consultation information will be available bililingually giving opportunities for people to submit their views in Welsh.	
Opportunities for persons to use the Welsh language <i>e.g. staff, residents and visitors</i>	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 bililingually 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 bililingually 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 operation of the Winding House by the local community organisation will aim to improve the bilingual offer and will clearly be beneficial. This can be included as a desirable criterion in the assessment of the CAT proposal.

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 <i>(Please provide link to report if appropriate)</i>	Key relevant findings	How has the data/evidence informed this proposal?
<p>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 the Winding House operations.</p> <p>Provide links to any reports if appropriate To be updated following the public consultation.</p>	<p>What were the key findings? This year, the budget subsidy is £206,000 and the latest forecast is that the subsidy will be realised.</p> <p>What did the data / evidence used tell you? To be updated following the public consultation.</p>	<p>How has the data / evidence available helped inform the proposal? Mothballing of the coffee shop will remove the need for much of the subsidy, with the exception of the staffing costs (transferred to the Llancaiach Fawr Manor budget) and the building maintenance and utilities costs. This is estimated to provide a sustained saving of £93,000 p.a. plus the opportunity to generate an additional rental income with a new second tenant of up to £15,000 p.a.</p> <p>Did it support the proposal and how? To be updated following the public consultation.</p> <p>If the data / evidence didn't support the proposal why was this? To be updated following the public consultation.</p>

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.*

Are there any gaps in the existing data and how will you go about filling these gaps?

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

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 and trade unions is ongoing.

Members of the public will get the opportunity to express their views as part of the wider Budget Consultation.

Update following a period of public consultation:

The council's public consultation on the draft budget proposals for 2024/25 ran from Monday 22nd January 2024 until Tuesday 13th February 2024.

Residents and other stakeholder groups were invited to offer their views on the proposals in a number of ways. This included a survey (available online and in paper formats), attending face-to-face engagement sessions, using the council's online digital engagement platform and targeted stakeholder engagement with potentially impacted groups.

337 responses to the consultation were received by the closing date. A low response rate such as this comes with the caveat of self-selecting bias in the response and local media has focused attention on a small number of issues.

Face-to face conversations have had low levels of attendance (less than 10 visitors per session) with the exception of Caerphilly where over 40 people attended. A meeting was held with 9 Viewpoint Panel members and one person attended an online drop-in session.

The full consultation feedback report will be available at [Council Budget Setting 2024-2025 | The Caerphilly Conversation](#)

Through completing the consultation survey, 102 responses were received in support of the proposal. 44 responses against the proposal were also received. In terms of face-to-face engagement, concern was raised in the sessions in the north of the borough about the potential impact of this proposal, particularly in terms of promoting the area's heritage.

10. *Monitoring and Review*

How will the implementation and the impact of the proposal be monitored, including implementation of any amendments?	The work on community asset transfer will be fully reported to Director and CMT to allow decisions to be taken on the future of the building.
What are the practical arrangements for monitoring?	Officers from Regeneration and property Services will be tasked with monitoring work on the community asset transfer
How will the results of the monitoring be used to develop future proposals?	As mentioned above, this will help assess the future use of the building.
When is the proposal due to be reviewed?	The proposal implementation will form part of the annual budget review plans.
Who is responsible for ensuring this happens?	Regeneration Services Manager

11. *Recommendation and Reasoning*

<input checked="" type="checkbox"/>	Implement proposal with no amendments
<input type="checkbox"/>	Implement proposal taking account of the mitigating actions outlined
<input type="checkbox"/>	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 mothballing of NTWH represents a potential reduction in subsidy

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.

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
2		Updated to incorporate feedback from the public consultation	15/02/24

Integrated Impact Assessment Author

Name:	Antony Bolter
Job Title:	Visitor Economy and Destinations Manager
Date:	9th January 2024

Head of Service Approval

Name:	Rhian Kyte
Job Title:	Head of Regeneration and Planning
Date:	9th January 2024

Signature

Rhe Kyle