

## APPENDIX 3

### Blaenau Gwent County Borough Council - Integrated Impact Assessment

**All decisions, policy reviews or policy implementation will now require a completed Integrated Impact Assessment.**

- Section 1-Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Section 2-Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010
- Section 3-Corporate Plan
- Section 4-Wellbeing of Future Generations (Wales) Act 2015
- Section 5-Welsh Language (Wales) Measure 2011
- Section 6-Children’s Right “The Right Way”
- Section 7-Community Safety
- Section 8 Armed Forces
- Section 9-Data
- Section 10-Consultations Statutory Consultation Doctrine of Legitimate Expectation and Gunning Principles
- Section 11-Monitoring
- Section 12-Decision of proposal

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Lead Officer	Head of Service	Service Area & Department	Date
Steve Osborne	David Thompson	Public Protection, Regeneration and Community Services Dept.	3.1.24

Briefly outline the proposal indicating what change or decision is to be made, also provide any documentation that may be used to support this.

**What is the proposal that needs to be assessed?**

Options for Statutory Licence Fees 2024/25, 25/26 and 26/27

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#### Section 1

Outline how the proposal will impact on any people or groups of people with protected characteristics, please refer to the Equalities Act 2010 (Wales) for further information [Equality Act 2010: guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk) and the EHRC guidance [The Essential Guide to the Public Sector Equality Duty: EHRC](#)

Briefly outline below if there will be any positive or negative impacts as a result of the proposal being considered.

Protected characteristics	Will the proposal have any positive impacts on those with a protected characteristics?	Will the proposal have any negative impacts on those with a protected characteristics?	Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.
<b>Age</b> ( <i>people of all ages</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Disability</b> ( <i>people with disabilities/ long term conditions</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Gender Reassignment</b> ( <i>anybody who's gender identity or gender expression is different to the sex they were assigned at birth</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Marriage or Civil Partnership</b> ( <i>people who are married or in a civil partnership</i> )	No	No	This proposal has no direct effect upon equalities issues.

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<b>Pregnancy and Maternity</b> ( <i>women who are pregnant and/or on maternity leave</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Race</b> ( <i>people from black, Asian and minority ethnic communities and different racial backgrounds</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Religion or Belief</b> ( <i>people with different religions and beliefs including people with no beliefs</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Sex</b> ( <i>women and men, girls and boys and those who self-identify their gender</i> )	No	No	This proposal has no direct effect upon equalities issues.
<b>Sexual Orientation</b> ( <i>lesbian, gay, bisexual, heterosexual, other</i> )	No	No	This proposal has no direct effect upon equalities issues.

**NOTE:** Section 2 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.

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### Section 2

#### Socio-economic Duty (Strategic Decisions Only)

The Welsh Governments [Socio-economic Duty](#) provides a framework in order to ensure tackling inequality is at the forefront of decision making.

**.Please consider the below vulnerable groups and consider how the proposal could affect 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 definitions.	Will the proposal have a positive, negative or neutral impacts on the below?	How could you mitigate the negative impacts outlined?	Please highlight any evidence that has been considered.
<b>Low Income / Income Poverty</b> <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i>	<b>No direct impact expected</b>	<b>No direct impact expected</b>	
<b>Low and/or No Wealth</b> <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>	<b>No direct impact expected</b>	<b>No direct impact expected</b>	
<b>Material Deprivation</b> <i>(unable to access basic goods and services i.e. financial products like life</i>	<b>No direct impact expected</b>	<b>No direct impact expected</b>	

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<i>insurance, repair/replace broken electrical goods, warm home, hobbies etc.)</i>			
<b>Area Deprivation</b> <i>(where you live (rural areas), where you work (accessibility of public transport) Impact on the environment?)</i>	<b>No direct impact expected</b>	<b>No direct impact expected</b>	
<b>Socio-economic Background</b> <i>(social class i.e. parents education, employment and income)</i>	<b>No direct impact expected</b>	<b>No direct impact expected</b>	
<b>Socio-economic Disadvantage</b> <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>	<b>No direct impact expected</b>	<b>No direct impact expected</b>	

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**Section 3-Corporate Plan**




*Please outline any Corporate Plan linkages of the proposal - [BG Corporate Plan 22-27](#)*

<p><b>Priority 1</b> - Maximise learning and skills for all to create a prosperous, thriving, resilient Blaenau Gwent</p>	
<p><b>Priority 2</b> - Respond to the nature and climate crisis and enable connected communities</p>	
<p><b>Priority 3</b> - An ambitious and innovative council delivering quality services at the right time and in the right place</p>	
<p><b>Priority 4</b> - Empowering and supporting communities to be safe, independent and resilient</p>	

**Section 4-Well-being of Future Generations (Wales) Act 2015 – The Five Ways of Working (ICLIP)**



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*Sustainable development principles. The WBFG 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)*

Five Ways of Working	How have you used the Sustainable Development Principles in forming the proposal?
<p><b>Long Tern</b></p> 	<p>Consider the long-term impact of the proposal on the ability of communities to secure their well-being.</p> <p><b>The preferred Option seeks to provide an element of certainty for both the licensed trade and the Authority by proposing licence fees for a 3 year period.</b></p>
<p><b>Prevention</b></p> 	<p>Consider how the proposal is preventing problems from occurring or getting worse</p> <p><b>Fee setting is an important element of Local Authority licence controls for the trade sectors covered in the report. Cost recovery through fees enables effective administrative and enforcement systems to be implemented to protect the public and maintain a level playing field for the trading sector.</b></p>
<p><b>Integration</b></p> 	<p>Consider how your proposal will impact on other services provided in our communities (these might be Council services or services delivered by other organisations or groups)</p> <p><b>N/A</b></p>



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<p><b>Collaboration</b></p> 	<p>Consider how you are working with Council services or services delivered by other organisations or groups in our communities.</p> <p><b>Appropriate fee setting helps recover costs to the Authority across services- such as I.T and Legal.</b></p>
<p><b>Involvement</b></p> 	<p>Consider how you involve people who have an interest in this proposal and ensure that they represent the diversity of our communities.</p> <p><b>Existing licence holders will be informed as appropriate.</b></p>

**How does your proposal link to the Welsh Governments Priorities for Wales? Please indicate below.**

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1. **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.

This proposal does not have a direct impact upon these matters.

2. **A RESILIENT WALES ...** a nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change). Think about how your activity will have regard to protecting and enhancing biodiversity.

This proposal does not have a direct impact upon these matters.

3. **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.

This proposal does not have a direct impact upon these matters.

4. **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).

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This proposal does not have a direct impact upon these matters.

**5. A WALES OF COHESIVE COMMUNITIES ... attractive, viable, safe and well-connected communities.**

This proposal does not have a direct impact upon these matters.


**6. A WALES OF VIBRANT CULTURE AND THRIVING ... 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.**

This proposal does not have a direct impact upon these matters.

**7. 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.**

This proposal does not have a direct impact upon these matters.

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<b>Section 5-Welsh Language (Wales) Measure 2011 and Welsh Language Standards</b> <i>(The Welsh Language Measure 2011 and the Welsh Language Standards require the Council to have 'due regard' for the positive or negative impact that any proposal may have on opportunities to use the Welsh language. <a href="#">Welsh Language Standards</a></i>			
Requirement	Does the proposal have any positive, negative or neutral impacts in regards to the below?	What can be done to mitigate any negative impacts?	Please demonstrate any evidence used to form this opinion.
<b>Compliance with the Welsh Language Standards.</b> <i>Specifically Standards 88 - 93</i>	Neutral		
<b>What opportunities are there to promote the Welsh Language?</b> <i>e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community</i>	Neutral		
<b>What opportunities are there for a person or person to use the Welsh Language?</b> <i>e.g. staff, residents and visitors</i>	Neutral		
<b>Has the Welsh Language been considered in order to treat the Welsh language no less favourably than the English language?</b>	Neutral		

**Section 6 – Children’s Rights Approach - [The Right Way](#)**

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The Children's Rights Approach – The Right Way is a framework for working with children, grounded in the UN Convention on the Rights of the Child (UNCRC). It places the UNCRC at the core of planning and service delivery and integrates children's rights into every aspect of decision-making, policy and practice. The Right Way focuses on three main them Participation, Provision and Protection.

Protected characteristics	Will the proposal have any positive impacts on the Children's Rights Approach?	Will the proposal have any negative impacts on the Children's Rights Approach?	Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.
<b>Participation</b> (child or young person as someone who actively contributes to society as a citizen)	None expected	None expected	
<b>Provision</b> (the basic rights of children and young people to survive and develop)	None expected	None expected	
<b>Protection</b> (children and young people are protected against exploitation, abuse or discrimination)	None expected	None expected	

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**Section 7– Community Safety**

**Duty to Consider Crime and Disorder Implications**

Section 17 of the Crime and Disorder Act 1998 places a duty on the local authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder, anti-social and other behaviour adversely affecting the local environment, the misuse of drugs, alcohol and other substances, re-offending and serious violence.

<b>Impacts</b>	<b>Will the proposal have any positive impacts on crime and disorder?</b>	<b>Will the proposal have any negative impacts on crime and disorder?</b>	<b>Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.</b>
<b>Crime</b> (consider impact on each: victims, offenders and neighbourhoods)	No direct impact from the proposal	None	
<b>Anti-Social Behaviour and behaviour adversely affecting the local environment</b> (consider impact on each: victims, offenders, neighbourhoods and green spaces)	The proposal does not have a direct impact upon these matters.	None	

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<p><b>Misuse of drugs, alcohol and other substances</b>        (Think vulnerable children, adults, families and communities)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p><b>Re-offending</b>        (Think young people and adults, victims, families, communities)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p><b>Serious Violence</b>        (Think vulnerable young people, vulnerable adults, victims, families, communities)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p><b>Counter Terrorism</b>        (People and places that are vulnerable to terrorism or violent extremism)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	
<p><b>Community Cohesion</b>        (Asylum seekers, Migrants, Victims or Hate Crime, Community tensions)</p>	<p>No direct impact upon these matters</p>	<p>None</p>	

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<b>Section 8- Armed Forces Covenant Duty <a href="#">AFC Draft Statutory Guidance - Final.pdf</a></b>			
<b>Impacts</b>	<b>Will the proposal have any positive impacts on the armed forces community?</b>	<b>Will the proposal have any negative impacts on the armed forces community?</b>	<b>Outline how the proposal could maximise any positive impacts or minimise any negative impact. Please indicate any views evidence you have that supports this.</b>
<p><b>Health</b></p> <ul style="list-style-type: none"> <li>• Provision of services</li> <li>• Planning and funding</li> <li>• Co-operation between bodies and professionals</li> </ul> <p>These healthcare functions are within scope of the Duty in the following settings:</p> <ul style="list-style-type: none"> <li>• NHS Primary Care services, including general practice, community pharmacies, NHS dental, NHS optometry services and public health screening services.</li> </ul>	No direct impact upon these matters	None	



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<ul style="list-style-type: none"> <li>• NHS Secondary Care services, including urgent and emergency care, hospital and community services, specialist care, mental health services, and additional needs services (as applicable).</li> <li>• Local authority-delivered healthcare services, including sexual health services and drug and alcohol misuse services</li> </ul>			
<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Admissions</li> <li>• Educational attainment and curriculum</li> <li>• Child wellbeing</li> <li>• Transport</li> <li>• Attendance</li> <li>• Additional needs support</li> <li>• Use of Service Pupil Premium funding (England only)</li> </ul> <p>These education functions are within scope of the Duty in compulsory education settings, that is, primary, secondary, and,</p>	<p>No direct impact upon these matters</p>	<p>None</p>	

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<p>for England only, compulsory further education. The Duty does not cover nursery (early years education), higher education, or other voluntary adult education settings</p>			
<p><b>Housing</b></p> <ul style="list-style-type: none"> <li>• Allocations policy for social housing</li> <li>• Tenancy strategies (England only)</li> <li>• Homelessness</li> <li>• Disabled Facilities Grants</li> </ul>	<p>No direct impact upon these matters</p>	<p>None</p>	

**Section 9-Data-Please outline any data or evidence that has been used to develop the proposal, this can be previous consultations, local/national data, pilot projects, reports, feedback from clients etc.**

<p><b>Data/evidence –What data/evidence was used? - provide any links.</b></p>	<p><b>What were the key findings?</b></p>	<p><b>How has the data/evidence informed this proposal?</b></p>
<p>The proposal illustrates current licence fees and numbers of licences in order to support the decision making.</p>	<p>Fee setting can impact on demand for licences so appropriate consideration will be necessary</p>	

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<b>Are there any data or information gaps and if so what are they and how do you intend to address them?</b>		
None known currently		

**Section 10-Consultation. Please provide details of consultation undertaken to support the proposal. Please consider the Gunning Principles: -**  
**Principle 1: Consultation must take place when the proposals are still at a formative stage. You must not have already made up your mind.**

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Principle 2: Sufficient reasons must be put forward to allow for intelligent consideration and response. Have people been given the information and opportunity to influence?

Principle 3: Adequate time must be given for consideration and response. Is the consultation long enough bearing in mind the circumstances?

Principle 4: The product of consultation must be conscientiously taken into account when finalising the decision

**Briefly describe any planned consultations or consultations that have been carried out to date. Please consider the above principles.**

**Please consider the following questions; -**

- 1. Who did you consult? N/A**
- 2. When did the consultation take place and was adequate time given for a response? N/A**
- 3. Was there enough information provided to respond effectively? N/A**
- 4. What were the findings? N/A**
- 5. Have the findings been considered in regards to the decision? N/A**

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<b>Section 11-Monitoring and Review</b>	
<b>How will the implementation of the proposal be monitored, including the impacts or changes made?</b>	Annual Review by Officers to ensure full-cost recovery calculations are not exceeded by the fees. Full review by Members is suggested in 3 years.
<b>What monitoring tools will be used?</b>	All Wales- Licensing Expert Panel, Fees Setting Toolkit is used to calculate costs and propose fees.
<b>How will the results be used for future development?</b>	The toolkit will be used as part of annual monitoring to ensure compliance with cost recovery principles.
<b>How and when will it be reviewed?</b>	Annual Review by Officers to ensure full-cost recovery calculations are not exceeded by the fees. Full review by Members is suggested in 3 years.
<b>Who is responsible for ensuring this happens?</b>	Service Manager of Public Protection

<b>Section 12 - Decision</b>		
<i>Using the information you have gathered from sections 1-9 please state in the table below whether you are able to proceed with the proposal.</i>		
Continue with the proposal in its current form	<b>Yes</b> <input checked="" type="checkbox"/>	<b>No</b> <input type="checkbox"/>
Continue with proposal but take into account reasonable steps to mitigate any negative impacts of the proposal	<b>Yes</b> <input type="checkbox"/>	<b>No</b> <input type="checkbox"/>

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<b>Name of person completing the IIA</b>	
<b>Name:</b>	<b>Steve Osborne</b>
<b>Job Title:</b>	<b>Team Manager- Trading Standards and Licensing</b>
<b>Date:</b>	<b>3.1.24</b>

<b>Head of Service Approval</b>			
<b>Name:</b>	<b>David Thompson</b>		
<b>Job Title:</b>	<b>Service Manager – Public Protection</b>		
<b>Signature:</b>	<b>D Thompson</b>	<b>Date:</b>	<b>8.1.24</b>

Please contact Policy & Partnerships should you require any further advice or guidance on completing your assessment via [lissa.friel@blaenau-gwent.gov.uk](mailto:lissa.friel@blaenau-gwent.gov.uk) or [emma.scherptong@blaenau-gwent.gov.uk](mailto:emma.scherptong@blaenau-gwent.gov.uk).