

Fairness and Equalities Impact Assessment (FEIA)

Version 3.6 May 2017

The purpose of this assessment is to provide balanced information to support decision making and to promote better ways of working in line with equalities (Equalities Act 2010), Welsh language promotion (The Welsh Language (Wales) Measure 2011), sustainable development (Wellbeing of Future Generations (Wales) Act 2015), and the four parameters of debate about fairness identified by the Newport Fairness Commission (NFC Full Report to Council 2013).

Completed by: Philippa Green **Role:** Senior HR and OD Business Partner

Head of Service: Rhys Cornwall **Date:** 18/09/2018

I confirm that the above Head of Service has agreed the content of this assessment

Yes / No

When you complete this FEIA, it is your responsibility to submit it to
impact.assessments@newport.gov.uk

1. Name and description of the policy / proposal being assessed. Outline the policy's purpose.

Newport City Council Staff Conference 2018 (23 and 26 November 2018). To engage all employees (with the exception of school based employees) through improving their understanding of Newport City Council's aims, objectives and delivery through a corporate message as well as service area specific workshops.

2. Outline how you have/ will involve stakeholders who will be affected by the policy/proposal

All stakeholders involved have either already been briefed, as they are part of delivering the conference, or will be invited to attend the conference through the usual employee communication channels. Stakeholders who are part of delivering the conference will facilitate workshops or co-ordinate arrangements on the days of the conference. Stakeholders who are invited will participate in workshops and receive the corporate message from a member of the senior leadership team.

3. What information/evidence do you have on stakeholders? e.g. views, needs, service usage etc. Please include all the evidence you consider relevant.

Stakeholders will all be employees, so information is held in relation to them through their employment. Stakeholders who are invited will also be requested to specify, in advance of the conference, if they have any mobility impairments in relation to venue/transport arrangements.

4. Equalities and Welsh language impact

Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Children 0-10 Young people 11-25 Older people Census categories 0-9 10 - 24 25 - 34 35 - 44 45 - 54 55 - 64 65-74 75+
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Through requesting information about mobility impairments at the time of employees booking to attend the conference, equal opportunity is promoted as arrangements can be put in place for any employees with mobility impairments to attend their preferred workshops. Therefore, unlawful discrimination/harassment/victimisation is eliminated. Disabled including: Hearing Impaired Learning Difficulties Physical/ Mobility Impaired Speech Impaired Visually Impaired Other impairment

Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
				Not disabled
Gender reassignment/transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • Never married and never registered in a same-sex civil partnership • Married • Separated, but still legally married • Divorced • Widowed • In a registered same-sex civil partnership • Separated but still legally in a same-sex civil partnership • Formally in a same-sex civil partnership which is now legally dissolved • Surviving partner from a same-sex civil partnership
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>In employment a woman is protected from discrimination when she is pregnant and during a period of compulsory or additional maternity leave.</p> <p>In the provision of services, goods and facilities, recreational or training facilities, a woman is protected from discrimination when she is pregnant and for 26 weeks from when she has given birth.</p>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>A White</p> <ul style="list-style-type: none"> <input type="checkbox"/> British <input type="checkbox"/> Irish <input type="checkbox"/> Gypsy or Irish Traveller <input type="checkbox"/> Any other white background <p>B Mixed/ Multiple</p> <ul style="list-style-type: none"> <input type="checkbox"/> White and Asian <input type="checkbox"/> White and Black African White and Black Caribbean????

Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
				<input type="checkbox"/> Any other mixed background..... C Asian or Asian British <input type="checkbox"/> Indian <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese <input type="checkbox"/> Pakistani <input type="checkbox"/> Any other Asian background D Black or Black British <input type="checkbox"/> African <input type="checkbox"/> Caribbean <input type="checkbox"/> Any other Black background E Other ethnic group <input type="checkbox"/> Arab <input type="checkbox"/> Any other ethnic group
Religion or Belief or non-belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Buddhist Christian Hindu Jewish Muslim Sikh Other religion or belief Humanist No religion nor belief
Sex/ Gender Identity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Female Male Prefer to self- describe e.g. Intersex
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gay / Lesbian Heterosexual/ Straight Prefer to self-describe Bisexual

Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>One of the workshops will focus on the use of Welsh language in Newport City Council schools. This will enable to promotion and facilitation of the use of the Welsh language and is intended to increase the number of people speaking Welsh.</p> <p>What are the Welsh language related impacts/ effects (whether positive or negative or both)? How does it mitigate any adverse impacts/ effects on the Welsh language? Does it promote and facilitate the use of the Welsh language? Does it increase the number of people speaking Welsh?</p>

5 How has your proposal embedded and prioritised the sustainable development principle in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p>Long Term</p> <p>Balancing short term need with long term needs</p>	<p><i>We are required to look beyond the short term timescales for financial planning and political cycles and instead plan with the longer term in mind (guidance says at least 10 years, but preferably 25). Consider what impact this will have on the community in the long term.</i></p> <p>By employees have a greater understanding of the organisation as a whole, this should have a positive impact on the community, through more cohesive service delivery across the organisation.</p>
 <p>Collaboration</p> <p>Working together to deliver objectives</p>	<p><i>Have you considered how acting in collaboration with any other person, organisation or any other part of our organisation could help meet this proposal and meet our well-being objectives?</i></p> <p>By employees have a greater understanding of the organisation as a whole, this should have a positive impact working together across the organisation to deliver objectives.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p><i>Who are the stakeholders who will be affected by your proposal? Have they been involved? Do you plan to involve them in the future? Do those people reflect the diversity of the area which is served?</i></p> <ul style="list-style-type: none"> • Residents • Local businesses • Community groups • partners <p>The only stakeholders affected by the proposal are employees. All stakeholders involved have either already been involved, as they are part of delivering the conference, or will be involved with the conference through the usual employee communication channels. As all employees (with the exception of school based employees) are invited, the diversity of the workforce is reflected.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p><i>When developing this proposal have you considered what the root causes of the issue are? Does this proposal address the root causes and prevent them from occurring?</i></p> <p>This proposal addresses feedback following last year's employee conference and this year's employee survey. The proposal addresses the points raised through these feedback channels.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p><i>How does this proposal impact on the Well-being Goals, the council's Well-being Objectives and Well-being Objectives from other organisations</i></p> <p>Well-being Goals</p> <ul style="list-style-type: none"> • A prosperous Wales • A resilient Wales • A healthier Wales • A more equal Wales • A Wales of more cohesive communities • A Wales of vibrant culture an thriving Welsh Language • A globally responsible Wales <p><i>It is important to refer to the definitions of each of these goals to ensure that you are considering the full implications of each goal. These can in the guidance.</i></p> <p>Newport City Council Well-being Goals</p> <ul style="list-style-type: none"> • To improve skills, educational outcomes and employment opportunities • To promote economic growth and regeneration whilst protecting the environment • To enable people to be healthy, independent and resilient • To build cohesive and sustainable communities <p>By employees have a greater understanding of the organisation as a whole, this should have a positive impact on the well-being goals, through more cohesive service delivery across the organisation.</p>

6 Will the proposal/policy have a disproportionate impact on a specific geographical area of Newport?

No

7 How does the proposal/policy relate to the parameters of debate about Fairness identified by the Newport Fairness Commission

There is limited relation to parameters 2 and 3 and any impact from this proposal would be positive.

The most significant parameters for the proposal are:

Parameter 1: Equal treatment while recognising difference
Parameter 4: Transparency and accountability in decision-making

These parameters have been considered and actions put in place to ensure fairness, as outlined previously in this assessment.

8 Taking this assessment as a whole, what could be done to mitigate any negative impacts of your policy and better contribute to positive impacts?

Ensure that a fair representation of employees from across different service areas attend the employee conference.

9 Monitoring, evaluating and reviewing

How and when will the impact of the proposal/ policy be monitored and reported on?

Following the employee conference, feedback will be sought from attendees and presented to senior leaders in the organisation.

10 Involvement

How will people be advised of the changes and of the FEIA?

Through the usual employee communication channels and publishing the FEIA on Newport City Council's equality webpage.

11 Summary of Impact (for inclusion in any report)

Equality Act 2010 AND Welsh Language

Neutral or positive impact.

Wellbeing of Future Generations (Wales) Act 2015

Neutral or positive impact.