

Fairness and Equalities Impact Assessment (FEIA)

This is an integrated Impact Assessment which aims to ensure Newport City Council makes decisions which are fair, take account of relevant evidence, and seek to secure the best outcomes for our communities. **An FEIA should be used to inform the first steps of decision-making, at concept stage, not when a decision is already made, or at the point when it cannot be influenced.** This impact assessment considers our legislative responsibilities under:

- The Equality Act (2010), including the Socio-economic Duty
- The Wellbeing of Future Generations (Wales) Act (2015)
- The Welsh Language (Wales) Measure (2011)

The FEIA process is not intended to prevent decisions being made, but to ensure we have considered their potential impact. An FEIA also helps us to focus on how we can reduce any negative impacts and provides us with evidence that we have met our legal duties.

For support to complete your FEIA, please contact the [Equalities Team](#)

What do we mean by Fairness?

The Newport Fairness Commission is an independent body which advises the council on the best use of resources and powers to achieve the fairest outcomes for local people. The Fairness Commission has established four **Principles of Fairness** which should be considered as part of any decisions that the council make – the questions below are useful to reflect on before you start your FEIA.

Equity	Are people being treated in a consistent way, whilst acknowledging their differences (for example, need, barriers to accessing services)?
	Will the gap between those with more, and those with less be reduced?
	Have the interests of different groups affected (including minority or disadvantaged communities) been taken into account?
Priority	Have the needs of the most disadvantaged and vulnerable across the city been given priority?
	Have you considered possible indirect consequences for minority/disadvantaged communities when other priorities are directing decisions?
Inclusion	Will the voices of all those affected by your decision be heard?

	Are people able to participate in and shape a service, as well as receiving it?
	Have you considered the impact of your decision on the relationship between communities, and the spaces they share?
Communication	Are decisions being made transparently and consistently?
	How will decisions be communicated to people who are affected in a clear way, with the opportunity for feedback?

Part 1: Identification

Name of person completing the FEIA	Mary Ryan
Role of person completing the FEIA	Head of Adult Services
Date of completion	06/11/2022 reviewed 10.02.2023
Head of Service who has approved this FEIA	Mary Ryan

1. What is being assessed? Redesign of Adult Staffing structure

- New or revised policies, practices, or procedures (which modify service delivery or employment practices)
- Service review or re-organisation proposals which affect the community and/or staff**
- Efficiency or saving proposals**
- Setting budget allocations for new financial year and strategic financial planning**
- Decisions affecting service users, employees or the wider community including (de)commissioning or revising services
- New project proposals affecting staff, communities, or access to the built environment
- Public events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Service Boards
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)

- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other *please explain in the box below:*

2. Please describe the overall aims, objectives and intended outcomes of your decision

Proposal to redesign the staffing structure in adult social services, allowing us to reflect the needs of our residents. This will include a reduction in staffing by 8 full time equivalent (FTE) posts.

The redesign of adult services staffing structure is for two main reasons.

1. Workforce recruitment pressures and inability to recruit to posts both with statutory and non-statutory functions.
2. Council budget pressures and requirement to reduce core staff

These proposals are part of the wider Adult and Community Services contributions towards the Council wide savings. This proposal will result in a saving in the Adult Services core budget with consideration for savings which have the least negative impact. The focus throughout is ensuring the care and support needs of vulnerable citizens are assessed in a timely way and needs are addressed safely and as effectively as possible within the parameters of the service.

We have sought to consider posts without front line responsibilities and where we can consider absorbing elements of roles into other areas of delivery. This approach should to some extent minimise impact on service users.

There will be determined efforts to avoid compulsory redundancies and given current vacancies and the possible consideration of voluntary redundancy these efforts should be successful.

3. Who are the main stakeholders who may be impacted by your decision and what data do you hold on them? Consider communities of place (people who live in the same geographic area) and communities of interest (people who share particular characteristics but may live in different geographic areas). Stakeholders may include residents, local businesses, community groups, staff or partners.

The main stakeholders who may be impacted by this decision include:

- Staff within Adult & Community Services

The main immediate stakeholders will be the current staff in post. However, Adult Services currently have high vacancies so it is hoped the impact on staff in post will be minimal. There will also be the opportunity for staff to apply for voluntary retirement.

- People aged over 18 provided support by Adult & Community Services

Adult and Community Services provides statutorily required services for people over the age of 18. These proposals may impact on the service users and their families. The vulnerability of wider families is part of the consideration of how remodelling and community support is being considered. A reduction in core staff to assess and support may lead to waiting lists, slower service and a reduction in delivery.

- Wider partners who are impacted by the work undertaken by Adult & Community Services

All within Social Services work with a broad range of partner agencies including colleagues in health and police, third sector partners, community groups, residents groups and key businesses. Changes in social care may impact on some of these partners particularly those working in health and some third sector partners.

- People living in Newport affected by socio economic disadvantage

These are city wide proposals and while they may impact on particular groups linked to age and socioeconomic disadvantage, they cross all ward and community boundaries. The issues which lead to the involvement of social services are not confined to one particular group and so these savings could impact on any citizen if their life circumstances change.

Part 2: Engagement

When completing this section, you need to consider whether you have sufficient information about the views and experiences of people who your decision will impact upon. If you don't, you may need to undertake a period of engagement/consultation before continuing. An FEIA is a live document, so can be updated with consultation findings, and amended as needed during the decision-making process.

The council has a duty to consult and engage with people who may experience inequalities as a result of your decision. This includes people **who share Protected Characteristics** (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation) and people who **have lived experience of socio-economic disadvantage**. The council's Youth Promise also requires us to ensure **all young people in Newport are listened to and included in decisions affecting them**.

The council also has a duty to ensure that any consultation is available bilingually (in Welsh as well as English), and you may like to consider any other community languages that are spoken by people who may be impacted by your decision. Below are some questions that should be included in any public consultation relating to a decision which may impact on the use of Welsh language in Newport:

1. Do you believe that the proposed decision/policy will have a positive or negative effect on opportunities to use the Welsh language?
2. If you think it will have a negative effect, what steps could we take to lessen or remove this and improve positive effects?
3. Do you believe that the proposed decision/policy will treat the Welsh language less favourably than the English language?

1. How have you engaged with people who may be affected by your decision (the stakeholders you have identified)?

Public engagement was undertaken following Newport City Council Cabinet's agreement of budget proposals as a basis for consultation. This process took two forms: an online public-wide SNAP survey for all citizens and a shortened survey accessible to free bus Wi-Fi users. The opportunity to contribute to the consultation was advertised across various social media platforms (in both Welsh and English). In addition, it was promoted on the landing page of the council website for ease of access.

The main aim of this consultation was to capture the views and opinions of Newport residents on the draft budget and medium-term financial plan, particularly their thoughts on each budget-saving proposal. The consultation ran from 15 December 2022 until 02 February 2023. 1,473 responses were received, including 820 through the online consultation survey and 653 through the bus Wi-Fi survey. The

feedback received is reflected in this FEIA and will be considered by Cabinet before agreement on final budget savings proposals (see Table 1).

Table 1: Budget consultation 2023/24 Timetable

Cabinet agrees budget proposals as a basis for consultation	14 December 2022
Consultation Period	14 December 2022 to 2 February 2023
Cabinet considers feedback from consultation and agrees final budget proposals and recommends resulting overall budget and council tax required to full Council	15 February 2023
Council approves the 2022/23 overall budget and resulting council tax level required	28 February 2023

Staff at service manager and team manager levels are part of the shaping of the redesign due to the pressures of fulfilling statutory requirements on a daily basis. Following the setting of the budget there will be the wider consultation with all staff groups affected in adult services. The rationale for why we need to redesign the services and pathways within services that are offered will be available.

The consultation will allow for due diligence to be carried out, and will be communicated on different platforms, written, face to face meetings and teams meetings also 1-1 if requested. Service impact will be monitored through formal reporting that is already established.

2. What do you know about the views or experiences of people who may be affected by your decision?

Engagement with the Service Managers and Team Managers so far has enabled a redesign template to be considered and addresses the main practice issues that they are currently facing with inability to recruit staff. The redesign will focus on what is achievable for the Council and specific staff teams working closer together offering peer support on a daily basis not spread across many service areas.

The public consultation resulted in 51% of the respondents agreeing with the proposal. Below are examples of the comments received

- Putting too much of a workload on remaining staff you will start seeing them going on sick with stress costing more in the long run. They are already over worked.
- Not sure that removing staff numbers from social care at a time when any vacancies are probably filled by agency staff that cost more than salaried staff is a sustainable way forward.
- A reduction in staffing of 3% is sensible during these times.
- There are not enough social service staff at present. Cut management positions across the council to make a saving.
- Many of the other proposals rely on social care workers to pick up the workload. We actually need more of these workers than administrative council staff. You may want to outsource some of the council service management to private organisations with clear SLAs and success outcomes.
- If the reduction will still equal a satisfactory service, then it should be clear what to do.

A separate consultation summary which sets out feedback in more detail is available separately to this impact assessment.

Part 3: Assessment

This section requires you to assess the potential impact of your decision on a range of groups who may experience specific disadvantages. Your assessment should be supported by evidence – either from your own engagement/consultation, similar or previous engagement, what you already know about the people who access your service, or from local and national sources of information.

Useful documents which set out information about how communities are impacted by inequalities include [EHRC – Is Wales Fairer?](#) and the council’s [COVID-19 Community Impact Assessment](#). Your decision may have both positive and negative impacts – if this is the case, please place a cross in both boxes.

1. Impact on people that share Protected Characteristics

[Protected Characteristics](#) are defined under the Equality Act 2010, and describe groups of people who are protected from discrimination, either in the workplace, or through the provision of goods and services. The council must consider how decisions may impact on people differently because of a protected characteristic, and how any negative impact could be reduced. National guidance on assessing equality impacts and the Public Sector Equality Duty can be found [here](#). You can also access further advice and examples of positive and negative impacts [here](#).

Protected characteristic	Impact:			Provide further details about the nature of the impact in the sections below, considering the Public Sector Equality Duty that the council has to:
	Positive	Negative	Neither	
				<ol style="list-style-type: none"> 1. Promote equal opportunity across different groups 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.

Protected characteristic	Impact:			<p>Provide further details about the nature of the impact in the sections below, considering the Public Sector Equality Duty that the council has to:</p> <ol style="list-style-type: none"> Promote equal opportunity across different groups Promote community cohesion Help eliminate unlawful discrimination/ harassment/ victimisation
	Positive	Negative	Neither	
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Religion or Belief or non-belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic.

2. Impact on Welsh Language

The Welsh Language (Wales) Measure specifies that for all policy decisions, the council must consider the effects (both positive and negative) on the Welsh language. For further guidance on Welsh language considerations see [here](#).

	Impact:			
	Positive	Negative	Neither	
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest that the proposed budget savings will positively or negatively impact the Welsh Language or compliance to Welsh Language Standards

1. Please describe how you have ensured your engagement has considered the view of Welsh speakers in Newport and the impact of your decision on the Welsh language.

All consultation supporting documents, information and surveys were available equally in Welsh, either through our website, social media or upon request of paper/alternative formats. The consultation was advertised bilingually, and participants were given the option to read and complete this in either Welsh or English. Welsh speakers made up 2% of those participating the online public-wide SNAP survey.

3. The Sustainable Development Principle

The Well-being of Future Generations Act puts in place a sustainable development principle which helps organisations consider the impact they could have on people living in Wales in the future, and ensure they are focused on tackling long-term challenges. Below, consider how your decision promotes, advances, or contradicts the [5 ways of working](#) which underpin the sustainable development principle. You can access further guidance on considering the sustainable development principle [here](#).

<p>Long term</p> 	<p><i>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</i></p>	<p>The redesign will be ensuring that the most vulnerable citizens in Newport with long term care and support packages of care will be the priority for adult service, safeguarding their independence and ensuring care is available.</p>
<p>Prevention</p> 	<p><i>Putting resources into preventing problems occurring or getting worse</i></p>	<p>The redesign will be ensuring that the most vulnerable citizens in Newport have access to advice, assistance, and information at the point of request.</p>
<p>Integration</p> 	<p><i>Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.</i></p>	<p>The well-being goals are at the core of the redesign. Ensuring the focus is on a responsible City delivering care and support services to ensure a healthier and more equal access to services are focussed on citizens with the most need.</p> <p>The focus is on healthy, independent, and resilient communities</p>
<p>Collaboration</p> 	<p><i>Working together to deliver objectives.</i></p>	<p>Adult services work in collaboration with all partners across health, Police, provider services and the voluntary sector to deliver services for Newport citizens. This will continue and we have a reliance on each other to ensure the correct and financially sustainable care is delivered at the time of need.</p>

<p>Involvement</p> 	<p><i>Involving those with an interest and seeking their view - ensuring that those people reflect the diversity of the area.</i></p>	<p>Public engagement was undertaken following Newport City Council Cabinet’s agreement of budget proposals as a basis for consultation. Further engagement was completed with within Adult Services. The main aim of this consultation was to involve and capture the views of all impacted by this savings proposal.</p>
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4. Socio-economic Duty

The [Socio-economic Duty](#) is set out in the Equality Act 2010, and requires the council, when making strategic decisions, to pay due regard to the need to reduce the inequalities of outcome that result from socio-economic disadvantage. Inequalities of outcome are felt most acutely in areas such as health, education, work, living standards, justice and personal security, and participation.

A ‘strategic decision’ is defined by Welsh Government as a decision **which affects how the council fulfils its statutory purpose over a significant period of time and does not include routine ‘day to day’ decisions.** Strategic decisions include:

- Corporate plans
- Setting wellbeing, equality, and other strategic objectives
- Changes to, or development of public services
- Strategic financial planning
- Strategic policy development

If you do not think your decision meets this definition, and you do not plan on carrying out a Socio-economic Duty Assessment in this section, please provide your rationale below. Any decision which is presented to a Cabinet Member, at Cabinet or Council will be viewed as a strategic decision.

If your decision does meet the definition, please consider the impact of your decision on the socio-economically disadvantaged groups, and areas of inequality that may arise from socio-economic disadvantage contained in the matrix below. The groups listed are not exhaustive and you should consider any additional groups relevant to your decision who may experience socio-economic disadvantage in the following ways:

- **Low Income/Income Poverty** - cannot afford to maintain regular payments such as bills, food, clothing, transport etc.
- **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
- **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.)
- **Area Deprivation** - where you live (rural areas), where you work (accessibility of public transport)
- **Socio-economic Background** – for example, parents’ education, employment and income

Indicate a positive or negative impact, or both where they apply, and the severity of this impact by coding the sections of the grid based on the below. *If there is no/neutral impact, please leave blank.*

Negative Impact		Positive Impact	
N1	Negative impact – mild	P1	Positive impact – mild
N2	Negative impact – moderate	P2	Positive impact – moderate
N3	Negative impact – significant	P3	Positive impact – significant
N4	Potential for negative impact (but unsure)	P4	Potential for positive impact (but unsure)

Areas of inequality that may arise from socio-economic disadvantage – definitions
Education: The capability to be knowledgeable, to understand and reason, and to have the skills and opportunity to participate in the labour market and in society
Work: The capability to work in just and favourable conditions, to have the value of your work recognised, even if unpaid, to not be prevented from working and to be free from slavery, forced labour and other forms of exploitation
Living Standards: The capability to enjoy a comfortable standard of living, in appropriate housing, with independence and security, and to be cared for and supported when necessary.
Justice, Personal Security and Community Safety: The capability to avoid premature mortality, live in security, and knowing you will be protected and treated fairly by the law

Health: The capability to be healthy, physically and mentally, being free in matters of sexual relationships and reproduction, and having autonomy over care and treatment and being cared for in the final stages of your life

Participation: The capability to participate in decision making and in communities, access services, know your privacy will be respected, and express yourself

Groups	Areas of inequality						
	Living Standards	Work	Health	Education	Justice and community safety	Participation	Physical Environment
Children living in poverty			N4				
Low income households without dependent children							
Unemployed young people							
Long term unemployed							
Homeless households							
Refugees, migrants and asylum seekers							
Deprived neighbourhoods – WIMD rank in 10% most deprived LSOA			N4				
People on Universal Credit / income related benefits			N4				
Adults with no qualifications or low qualifications							

People living in low quality housing or in Houses of Multiple Occupation							
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1. What evidence do you have about socioeconomic disadvantage and inequalities of outcome in relation to this decision?

Social Services support citizens across all ages, from all areas of society and in all socio-economic groups. However, the most vulnerable citizens who are most likely to access Social Services and who are most likely to receive care and support are those who experience disadvantage and inequality of outcome.

Ill health is a significant contributory factor in the need for social care in all areas of provisions and socioeconomic disadvantage drives earlier and greater ill health. Work undertaken by the Institute of Health Inequality clearly demonstrates the correlation between socioeconomic disadvantage and ill health while the assessments undertaken daily by social workers evidence the prevalence of ill health as a factor in the need for care and support.

For all of the Social Services proposals they will have a greater impact on those already experiencing socio economic disadvantage. Accessing alternative services is considerably more challenging without personal and financial resources so the reduction in Council provision will unduly impact on those without personal and financial resources.

2. Please describe how you have ensured your engagement has considered the views of people living in Newport who are affected by socio-economic disadvantage.

Public engagement was undertaken following Newport City Council Cabinet’s agreement of budget proposals as a basis for consultation. This process took two forms: an online public-wide SNAP survey for all citizens and a shortened survey accessible to free bus Wi-Fi users. This engagement captured the views and opinions of a wide range of people, including people living in areas of Newport ranked within the 10% most deprived in Wales by the WIMD, who are likely to be affected by socio-economic disadvantage

3. Does this decision contribute to a cumulative impact?

The proposals across Adult Services may contribute to a cumulative impact. There will be families and individuals who will see the impact on their lives from a range of the budget proposals. Families and individuals often access more than one service so as the proposals are spread across a number of areas cumulative impact is likely.

The Council will review the cumulative impact of this decision in relation to all budget savings proposals following Cabinet's agreement of the final budget proposals for 2023 -24. As part of our FEIA process, we will continue to monitor the impact of this budget savings proposal, including any potential impacts identified at this stage, actual impacts if implemented and the potential cumulative impact. This document will be reviewed and may be updated to reflect any changes.

Part 3: Actions and Outcomes

Considering any negative impacts that you have identified, indicate below how you will reduce these, increase the potential for positive impacts, and how you will monitor those impacts. Further guidance on how to complete your action plan can be found [here](#).

IMPACT ON PEOPLE THAT SHARE PROTECTED CHARACTERISTICS			
Summary of impact	Action to reduce negative impact / opportunities to increase positive impacts	How this impact will be monitored	Owner
The proposals will be neutral in relation to the protected characteristics	N/A	N/A	N/A
IMPACT ON WELSH LANGUAGE			
Summary of impact	Action to reduce negative impact / opportunities to increase positive impacts	How this impact will be monitored	Owner
The proposals will be neutral in relation to opportunities to use the Welsh language and will not treat the Welsh language less favourably than the English language	N/A	N/A	N/A
SOCIO-ECONOMIC IMPACTS			
Summary of impact	Action to reduce negative impact / opportunities to increase positive impacts	How this impact will be monitored	Owner
The proposals will be neutral in relation to socio-economic impacts	N/A	N/A	N/A
SUSTAINABLE DEVELOPMENT PRINCIPLE			
Summary of impact	Action to reduce negative impact / opportunities to increase positive impacts	How this impact will be monitored	Owner

The proposals will be neutral in relation to sustainable development	N/A	N/A	N/A
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Once your FEIA is complete, please forward to nccequality@newport.gov.uk