



INTEGRATED IMPACT ASSESSMENT (IIA) TOOL

This IIA tool is designed to help your decision making and ensure that your proposal:

- is aligned to the Council's Corporate Well-being Objectives
- complies with the Equality Act 2010, including our socio-economic duty.
- complies with the Welsh Language Measure 2011 (Welsh Language requirements)
- contributes to the National Well-being goals of the Well-being of Future Generations (Wales) Act 2015 and incorporates the principles of Sustainable Development
- considers risk management.

Throughout the document there are information pop ups. You can hover over these for hints and tips. They look like this - [HINT](#)

There are also web links to data sources of [evidence](#) that could help inform your thinking and the judgement you are making. To view this information press **ctrl** on your keyboard and click on the link.

Equality and Inclusion officers read through every IIA and provide feedback to the author via Corporate Lead Officers. IIA that are submitted to Cabinet are published on the Council's website so that the public can see them.

This IIA tool is categorised into the 7 National Well-being Goals for Wales:

1. **A prosperous Wales** – where everyone has jobs and there is no poverty.
2. **A resilient Wales** – where we're prepared for things like floods.
3. **A healthier Wales** – where everyone is healthier and can see the doctor when they need to.
4. **A more equal Wales** – where everyone has an equal chance whatever their background.
5. **A Wales of cohesive communities** – where communities can live happily together.
6. **A Wales of vibrant culture and thriving Welsh language** – where we have lots of opportunities to do different things and where lots of people can speak Welsh.
7. **A globally responsible Wales** – where we look after the environment and think about other people around the world.

DO I NEED TO ASSESS IMPACT?

Does your proposal:

- introduce a new service or add to an existing service that will affect service users?
- remove, reduce, or alter a service that will affect service users?
- introduce a new policy, strategy, or plan that will affect Ceredigion residents?
- introduce significant changes to an existing policy, strategy, or plan that will affect Ceredigion residents?
- change staffing structures so much that employees or services users may be affected?

YES

An IIA is required if your answer is yes to **any** of these questions.

NO

An IIA is not required if your answer is no to **all** these questions

Complete the template below.

Please remember to include your reason for not carrying out an IIA on the Cabinet Report template.

Proposal Details

Title of Policy / Proposal / Initiative	
Digital Strategy 2024 - 2030	
Service Area	Officer completing IIA
Customer Contact, ICT and Digital	Alan Morris
Corporate Lead Officer	Strategic Director
Alan Morris	James Starbuck
Please give a brief description of the purpose of the proposal	
The digital strategy will set out the strategic digital aims of the organisation for the period 2024 to 2030	
Who will be directly affected by this proposal? HINT	
Council Staff and Ceredigion citizens	
Have those who will be affected by the proposal had the opportunity to comment on it?	
The strategy will have a public consultation.	

Version Control

The IIA should be used at the earliest stages of decision making, and then honed and refined throughout the decision-making process. It is important to keep a record of this process so that we can demonstrate how we have considered and included sustainable development, Welsh language and equality considerations wherever possible.

Version Number	Author	Decision making stage HINT	Date Considered	Description of any amendments made HINT
1	Alan Morris	Pre LG	26/02/2024	First draft
2	Alan Morris	Reviewed following consultation	10/10/2024	Final Draft, very minor adjustments

Council Corporate Well-being Objectives

Which of the Council's Corporate Well-being Objectives does this proposal address and how? Click here to read a summary of our [Corporate Strategy 2022-27](#)

Boosting the economy, supporting business, and enabling employment.	The strategy will support the delivery of this objective
Creating caring and healthy communities	The strategy will support the delivery of this objective
Providing the best start in life and enabling learning at all ages	The strategy will support the delivery of this objective
Creating sustainable, greener, and well-connected communities	The strategy will support the delivery of this objective

National Well-being Goal: A Prosperous Wales

An innovative, productive, and low carbon society where everyone has decent work and there is no poverty.

Click [here](#) for information about a prosperous Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

Yes, the strategy outlines plans on carbon reduction and supporting net zero.

What evidence do you have to support this view?

The strategy has specific aims on this objective.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Development of 2 yearly plans with a need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.

National Well-being Goal: A Resilient Wales

A society where biodiversity is maintained and enhanced and where ecosystems are healthy and functioning.

Click [here](#) for information about a resilient Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

The strategy outlines many goals supporting this. Including Cyber resilience and service improvement and skills.

What evidence do you have to support this view?

The outcomes and goals documented.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Development of 2 yearly plans with a plans need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.

National Well-being Goal: A Healthier Wales

A society where people make healthy choices and enjoy good physical and mental health.

Click [here](#) for information about a healthier Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

Yes, there are many aims to support this goal

What evidence do you have to support this view?

The outcomes and goals documented.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Development 2 yearly plans with a need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.

National Well-being Goal: A More Equal Wales

A society where everyone has an equal chance whatever their background or circumstances.

This section is longer because you are asked to assess the impact of your proposal on each group that is protected by the **Equality Act 2010**.

Click [here](#) for information about equality in Wales.

Do you think this proposal will have a positive or a negative impact on people because of their age? (Click [here](#) for information)

Children and Young People up to 18	Positive
People 18-50	Positive
Older people 50+	Positive

Describe the positive or negative impacts.

The strategy supports education technology, Through age wellbeing and service improvements across the organisation and communities.

What evidence do you have to support this?

The outcomes and goals documented.

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Development of 2 yearly plans with a need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered. Supporting citizen involvement in service design will be particularly relevant.

Do you think this proposal will have a positive or a negative impact on people because of their disability? (Click [here](#) for information)

Hearing Impairment	Positive
Physical Impairment	Positive
Visual Impairment	Positive
Learning Disability	Positive

Long Standing Illness	Positive
Mental Health	Positive
Other	Positive
Describe the positive or negative impacts.	
Through targeting engagement with users to develop services, ensuring accessibility. Developing services will introduce change which can cause stress.	
What evidence do you have to support this?	
Wide ranging best practice examples show the benefits of citizen engagement in service design.	
What action(s) can you to take to mitigate any negative impacts?	
Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?	
Ensure good communications and cross section representation in any service design workshops	

Do you think this proposal will have a positive or a negative impact on people who are transgender? (Click here for information)	
Trans Women	None / Negligible
Trans Men	None / Negligible
Non-binary people	None / Negligible
Describe the positive or negative impacts	
A positive impact expected for all citizens.	
What evidence do you have to support this?	
Outcomes documented.	
What action(s) can you to take to mitigate any negative impacts?	
Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?	

Mitigation through good comms and cross section representation.
Improved services can impact all areas and improve cohesion.

Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Click [here](#) for information)

Bisexual	None / Negligible
Gay Men	None / Negligible
Gay Women/Lesbian	None / Negligible
Heterosexual/Straight	None / Negligible

Describe the positive or negative impacts

No expected negative impacts, positive impacts should be felt by all citizens.

What evidence do you have to support this?

Expected Outcomes documented.

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Mitigation through good comms and cross section representation.
Improved services can impact all areas and improve cohesion.

Do you think this proposal will have a positive or a negative impact on people who are married or in a civil partnership? (Click [here](#) for information)

People who are married	None / Negligible
People in a civil partnership	None / Negligible

Describe the positive or negative impacts

No expected negative impacts, positive impacts should be felt by all citizens.

What evidence do you have to support this?

Documented outcomes

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Mitigation through good comms and cross section representation.
Improved services can impact all areas and improve cohesion.

Do you think this proposal will have a positive or a negative impact on people who are pregnant or on maternity leave? (Click [here](#) for information)

Pregnancy	None / Negligible
Maternity	None / Negligible

Describe the positive or negative impacts

Improved services for all citizens but no impact to this specific group.

What evidence do you have to support this?

Expected outcomes

What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?

Planned communications and cross section of citizens supporting service design

Do you think this proposal will have a positive or a negative impact on people because of their ethnic origin? (Click [here](#) for information)

Asian / Asian British	None / Negligible
Black / African / Caribbean / Black British	None / Negligible
Mixed / Multiple Ethnic Groups	None / Negligible
White	None / Negligible
Other Ethnic Groups	None / Negligible

Describe the positive or negative impacts

Improved services for all citizens through better services and delivery. No impact to this specific group.

What evidence do you have to support this?

Documented aims and outcomes

What action(s) can you to take to mitigate any negative impacts?**Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?**

Planned communications and cross section of citizens supporting service design. Ensure bi-annual plans consider all groups.

Do you think this proposal will have a positive or a negative impact on people with different religions, beliefs, or non-beliefs? (Click [here](#) for information)

Buddhist	None / Negligible
Christian	None / Negligible
Hindu	None / Negligible
Humanist	None / Negligible
Jewish	None / Negligible
Muslim	None / Negligible
Sikh	None / Negligible
Non-belief	None / Negligible
Other	None / Negligible

Describe the positive or negative impacts

Improved services for all citizens through better services and delivery. No impact to this specific group.

What evidence do you have to support this?

Documented aims and outcomes

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Planned communications and cross section of citizens supporting service design.
Ensure bi-annual plans consider all groups.

Do you think this proposal will have a positive or a negative impact on men or women? (Click [here](#) for information)

Men	None / Negligible
Women	None / Negligible

Describe the positive or negative impacts

Improved services for all citizens through better services and delivery. No impact to this specific group.

What evidence do you have to support this?

Documented aims and outcomes

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between men and women?

Planned communications and cross section of citizens supporting service design.
Ensure bi-annual plans consider all groups.

Do you think this proposal will have a positive or a negative impact on people from the Armed Forces Community? (Click [here](#) for information)

Members of the Armed Forces	None / Negligible
Veterans	None / Negligible
Spouses	None / Negligible
Children	None / Negligible

Describe the positive or negative impacts

Improved services for all citizens through better services and delivery. No impact to this specific group.

What evidence do you have to support this?

Documented aims and outcomes

What action(s) can you to take to mitigate any negative impacts?

Planned communications and cross section of citizens supporting service design.
Ensure bi-annual plans consider all groups

Socio-economic Duty

Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, making it more difficult to access basic goods and services.

Family background or where a person is born still affects their life. For example, a child from a wealthy family often does better at school than a child from a poor family, even if the poorer child is more naturally academic. This is sometimes called socio-economic inequality.

Do you think this proposal will have a positive or a negative impact on people experiencing socio-economic disadvantage?

Positive

Describe the positive or negative impacts

Improved services will support the group better, consideration of needs through improved service design as well as improved data usage.

Improved service design should improve efficiencies to allow great work and impact. Supporting improved wellbeing.

What evidence do you have to support this?

Documented aims and objectives

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Planned communications and cross section of citizens supporting service design.
Ensure bi-annual plans consider all groups

National Well-being Goal: A Wales of Cohesive Communities

A society with attractive, viable, safe, and well-connected communities.

Click [here](#) for information about cohesive communities.

Does the proposal contribute to this goal? Describe the positive or negative impacts. [HINT](#)

Yes, through championed citizen involvement in service design.

What evidence do you have to support this view?

Documented aims and outcomes

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Development of Bi-Annual plans need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.
Supporting citizen involvement in service design will be particularly relevant.

National Well-being Goal: A Wales of Vibrant Culture and Thriving Welsh Language

A society that that promotes and protects culture, heritage, and the Welsh language and which encourages people to take part in the arts, sports, and recreation.

Click [here](#) for information about culture and the Welsh language

Does the proposal contribute to this goal? Describe the positive or negative impacts.

It ensures all services are bilingual and support the use of the language.

What evidence do you have to support this view?

Documented aims and outcomes

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Development of Bi-Annual plans need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.
Supporting citizen involvement in service design will be particularly relevant.

With reference to the following, do you think this proposal will have a positive or negative effect on the Welsh language?

Click [here](#) for information

Opportunities for people to use the Welsh language

Positive

Treating the Welsh language, no less favourably than the English language

Positive

What evidence do you have to support this view?

Requirements for all services to meet these aims from the design stage.

What action(s) can you take to increase the positive impact or mitigate any negative impact on the Welsh language?

Development of Bi-Annual plans need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.
Supporting citizen involvement in service design will be particularly relevant.

National Well-being Goal: A Globally Responsible Wales

A society that considers how our actions might impact on other countries and people around the world.

Click [here](#) for information about global responsibility.

Does the proposal contribute to this goal? Describe the positive or negative impacts. [HINT](#)

Yes, there are many aims to reduce carbon emissions and work towards net zero. With community engagement and improving services for all.

What evidence do you have to support this view?

Documented outcomes and measures.

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Development of Bi-Annual plans need to review aims, progress and lessons learnt to ensure goals are challenging, priorities and can be delivered.
Supporting citizen involvement in service design will be particularly relevant.

Strengthening the Proposal

If you have identified any negative impacts in the above sections, please provide details of any practical changes and actions that could help remove or reduce the negative impacts.

What will you do?	When?	Who is responsible?	Progress
Carry out public consultation on strategy	April 2024	Alan Morris	Awaiting political mandate.
<p>If no action is to be taken to remove or mitigate negative impacts, please justify why. (If you have identified any unlawful discrimination then the proposal must be changed or revised.)</p>			
<p>How will you monitor the impact and effectiveness of the proposal?</p>			
<p>2 yearly review or progress.</p>			

Sustainable Development Principle: 5 Ways of Working

Describe below how you have implemented the five ways of working in accordance with the sustainable development principle of the Well-being of Future Generations (Wales) Act 2015

<p>Long term Balancing short-term needs with long-term need and planning for the future.</p> <p><u>HINT</u></p>	<p>The strategy is designed over six years with three, two yearly plans and review cycles</p>
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<p>Collaboration Working together with other partners to deliver.</p> <p><u>HINT</u></p>	<p>The strategy calls for digital champions from every service and collaboration between partners and agencies.</p>
<p>Involvement Involving those with an interest and seeking their views.</p> <p><u>HINT</u></p>	<p>The strategy calls for citizen engagement in service design with feedback processes built into all new services. This engagement should ensure a wide range of voices are heard in all service design to improve services for all.</p>
<p>Prevention Putting resources into preventing problems occurring or getting worse.</p> <p><u>HINT</u></p>	<p>Better services will reduce burden on all and free up resources for other work.</p>
<p>Integration Considering the impact of your proposal on the four pillars of well-being (social, economic, cultural and environment) the objectives of other public bodies and across service areas in the Council.</p> <p><u>HINT</u></p>	<p>The strategy outlines linkages with partner agencies such as supporting a socially prescribed model and health and care records. Many more examples to support cross organisation and internal service integration to deliver joined up services.</p>



Risk

Summarise the risk associated with the proposal.

	1	2	3	4	5
Impact Criteria	Very Low	Low	Medium	High	Very High
Likelihood Criteria	Unlikely to occur	Lower than average chance of occurring	Even chance of occurring	Higher than average chance of occurring	Expected to occur
Risk Description	Impact	Probability	Score (Impact x Likelihood)		

Capacity and funding to implement	3	3	9
Lack of engagement from citizens	2	3	6

Sign Off

Position	Name	Signature	Date
Corporate Manager	N/A	X _____	Click or tap to enter a date.
Corporate Lead Officer	Alan Morris		27/02/2024
Corporate Director	James Starbuck		27/02/2024
Portfolio Holder	Cllr Catrin MS Davies	X _____	10/10/2024