

# Cardiff Council Single Impact Assessment



## 1. Details of the Proposal

**What is the proposal?**

Title: Local Broadband Fund – Improving Connectivity to Poorly Served Premises

**Is this a new proposal or are you amending an existing policy, strategy, project, procedure or service?**

New

Existing

**Directorate/Service Area:**

Resources, Digital & Customer Services

**Who is developing the proposal?**

Name: Mandy Evans

Job Title: Enterprise Architect

**Responsible Lead Officer (Director or Assistant Director):**

Isabelle Bignall – Chief Digital Officer

**Cabinet Portfolio:**

Finance, Modernisation & Performance (Councillor Christopher Weaver)



The Single Impact Assessment (SIA) can be strengthened as time progresses, helping shape the proposal. Version control will provide a useful audit trail of how the SIA has developed. Draft versions of the assessment should be retained for completeness, however only the final version will be publicly available. Draft versions may be provided to regulators if appropriate.

Version	Author	Job Title	Date
1	Fiona Gibson	Senior Corporate Policy Officer	12/10/2022

## 2. Overview of the Proposal

### What action is the Council considering and why?

*Please provide an outline of the proposal.*

The project will deliver gigabit capable fibre broadband to premises in Cardiff which are identified by the commercial marketplace as being excluded from their roll-out plans over the next 3 years.

Currently, 39% of premises in Cardiff have access to a Full Fibre services, in comparison to 42% across the whole of the UK. Cardiff is committed to ensuring that full fibre connectivity is available across the city and as such, bid to Welsh Government for funding to address those premises being excluded.

The Council was successful in its bid and has been awarded £7.7million to undertake this project.

This will ensure that our citizens and businesses will be able to access those online services which will help them develop and grow. It will enable our learners to access greater online content, which will meet their educational needs and will give greater access to our services to the public via the growing number of online platforms we now offer, from online payments and school admissions, to waste enquiries and web chat with our virtual Chatbot Bobi, which can assist 24/7, 365 days of the year.

### What are the costs and/or savings?

*What will the proposal cost and how will it be funded?*

*How might costs be reduced through involvement and collaboration, across Cardiff Council and/or with external stakeholders?*

*Are there savings and how will these be realised?*

The project has been awarded a Grant of £7.7million over 3 financial years (2022-23/ 2023-24 / 2024-25).

There are a total of 20,251 premises which are identified as outside commercial roll-out plans. At this stage, it is not known exactly how many of those premises the financial allocation of £7.7million will address. It is proposed that a procurement will be carried out via an existing Crown Commercial Service Framework, specifically for the delivery of

gigabit capable fibre broadband infrastructure. The procurement process will seek to achieve best value and maximum coverage of the premises identified. In addition, the project will seek to align with existing roll-out plans of the marketplace and maximising benefits and cost savings of a co-ordinated approach in aligning the delivery of premises identified in this project with those plans.

### 3. Impact Assessments

Which impact assessments do you need to complete to support your proposal?

Impact Assessment	Page	To be completed: Y/N
A. Equality Impact Assessment	4	Y
B. Child Rights Impact Assessment	10	N
C. Welsh Language Impact Assessment	13	N
D. Habitats Regulations Assessment	18	N
E. Strategic Environmental Assessment	19	N
F. Data Protection Impact Assessment	20	N
G. Health Impact Assessment	21	N

For further information on all the above impact assessments including who to contact for advice, please visit the [Policy Portal](#).

# A: Equality Impact Assessment

Guidance in completing this assessment can be accessed [here](#). Please consult the Equality Team for any further assistance with completing this assessment [EqualityTeam@cardiff.gov.uk](mailto:EqualityTeam@cardiff.gov.uk)

## Impact on the Protected Characteristics

### Age

Will this proposal have a **differential impact [positive/negative]** on younger/older people?

	Yes	No	N/A
Up to 18 years		X	
18 - 65 years		X	
Over 65 years		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

### Disability

Will this proposal have a **differential impact [positive/negative]** on disabled people?

	Yes	No	N/A
Hearing Impairment		X	
Physical Impairment		X	
Visual Impairment		X	
Learning Disability		X	
Long-Standing Illness or Health Condition		X	
Mental Health		X	
Substance Misuse		X	
Other		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

### Gender Reassignment

Will this proposal have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
Transgender People (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

### Marriage and Civil Partnership

Will this proposal have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage		X	
Civil Partnership		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

### Pregnancy and Maternity

Will this proposal have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy		X	
Maternity		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

**Race**

Will this proposal have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White		X	
Mixed / Multiple Ethnic Groups		X	
Asian / Asian British		X	
Black / African / Caribbean / Black British		X	
Other Ethnic Groups		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

**Religion, Belief or Non-Belief**

Will this proposal have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist		X	
Christian		X	
Hindu		X	
Humanist		X	
Jewish		X	
Muslim		X	
Sikh		X	
Other		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

**Sex**

Will this proposal have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men		X	
Women		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

**Sexual Orientation**

Will this proposal have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual		X	
Gay Men		X	
Gay Women/Lesbians		X	
Heterosexual/Straight		X	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

It is not believed the project will result in any differential impact

**What action(s) can you take to address the differential impact?**

N/A

### Socio-economic Duty

Is the change anticipated to reduce or contribute to inequality of outcome as a result of socio-economic disadvantage? (e.g. will the change negatively impact on those on low-incomes or those living in deprived areas)

	Yes	No	N/A
Socio-economic impact	X		

#### Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The approach taken is that first and foremost, we will seek to address premises identified as high on the Welsh Index of Multiple Deprivation (WIMD). This Index is the Welsh Government's official measure of relative deprivation and uses various markers such as income, employment, health, education, community safety, housing, access to services and physical environment to rank areas in order from most to least deprived.

#### What action(s) can you take to address the differential impact?

The project will seek to provide positive impact to those premises identified in areas classified as high on the Welsh Index of Multiple Deprivation

### Welsh Language

Will this proposal have a **differential impact [positive/negative]** on the Welsh language?

	Yes	No	N/A
Welsh language		X	

#### Please give details/consequences of the differential impact, and provide supporting evidence, if any.

It is not believed the project will result in any differential impact

#### What action(s) can you take to address the differential impact?

N/A

### Consultation and Engagement

What arrangements have been made to consult/engage with the various equalities groups?

At the early stages of the project, work was undertaken to identify those premises high on the Welsh Index of Multiple Deprivation in order to seek to prioritise those areas first and foremost, with the funding allocated. As the project progresses, greater engagement will be undertaken when there is greater surety around those premises progressing to the deliver stage.



### Summary of Actions (Listed in the sections above)

	<b>Actions</b>
Age	None
Disability	None
Gender Reassignment	None
Marriage & Civil Partnership	None
Pregnancy & Maternity	None
Race	None
Religion/Belief	None
Sex	None
Sexual Orientation	None
Socio-economic Impact	When the procurement process has commenced and tender returns are received, this will identify the site being addressed. It is at this point that we will be able to engage directly with those impacted.
Welsh Language	None
Generic/ Over-Arching (applicable to all the above groups)	The project has positive impact across all groups

### Next Steps

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

On completion of this Assessment, please ensure that the form is submitted to the Equality Team mailbox so that there is a record of all assessments undertaken in the Council  
[EqualityTeam@cardiff.gov.uk](mailto:EqualityTeam@cardiff.gov.uk)

## B: Child Rights Impact Assessment

Guidance for Local Government prepared from Unicef is available here:

[Child Rights Impact Assessment - Child Friendly Cities & Communities \(unicef.org.uk\)](https://www.unicef.org.uk/child-rights-impact-assessment)

For further information or assistance in completing the Child Rights Impact Assessment, please contact the Child Friendly Cardiff Team [ChildFriendlyCardiff@cardiff.gov.uk](mailto:ChildFriendlyCardiff@cardiff.gov.uk)

### STAGE 1: PURPOSE/ SCOPE

**What is the policy/ strategy/ project/ procedure/ service? Summarise/ describe its overall aims and any aims specific to children.**

The project will deliver gigabit capable fibre broadband to premises in Cardiff which are identified by the commercial marketplace as being excluded from their roll-out plans over the next 3 years.

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The Council was successful in its bid and has been awarded £7.7million to undertake this project.

This will ensure that our citizens and businesses will be able to access those online services which will help them develop and grow. It will enable our learners to access greater online content, which will meet their educational needs and will give greater access to our services to the public via the growing number of online platforms we now offer, from online payments and school admissions, to waste enquiries and web chat with our virtual Chatbot Bobi, which can assist 24/7, 365 days of the year.

**Will the policy/ strategy/ project/ procedure/ service affect children and young people? Please think about which groups of children and young people it will affect.**

The project delivers to premises and not specific groups and therefore does not target children or young people specifically.

They will benefit in general terms in facilitating access to online content which may assist with their development and the opportunities which are open to them.

### STAGE 2: BUILD AND ASSESS

**Which UNCRC (United Nations Convention on the Rights of the Child) articles are relevant to the policy/ strategy/ project/ procedure/ service? Read the articles [here](#) and add any relevant ones to the table below.**

*The articles which form the four General Principles of the UNCRC are pre-populated in the table.*

*For further information or assistance on UNCRC Articles, please email the Child Friendly Cardiff Team [ChildFriendlyCardiff@cardiff.gov.uk](mailto:ChildFriendlyCardiff@cardiff.gov.uk)*

**Article 2 (non-discrimination):** The Convention applies to every child without discrimination, whatever their ethnicity, sex, religion, language, abilities or any other status, whatever they think or say, whatever their family background.

**Article 3 (best interests of the child):** The best interests of the child must be a top priority in all decisions and actions that affect children.

**Article 6 (life, survival and development):** Every child has the right to life. Governments must do all they can to ensure that children survive and develop to their full potential.

**Article 12 (respect for the views of the child):** Every child has the right to express their views, feelings and wishes in all matters affecting them, and to have their views considered and taken seriously.

**Article 17 (access to information from the media)** Every child has the right to reliable information from a variety of sources

**What is the likely/ actual impact of the proposal on children’s rights? Is it positive, negative or neutral?**

*(If a negative impact is assessed for any area of rights or any group of children and young people, you must list and recommend options to modify the proposal or mitigate the impact.)*

Neutral

### STAGE 3: VOICE AND EVIDENCE

**Have you sourced and included the views and experiences of children and young people? What do you know about children and young people’s views and experiences that are relevant to the proposal?**

Engagement with stakeholder groups will be undertaken closer to the deliver stage. At the very early stages of the project, where the project roll-out is not known, it would be abortive to undertake such engagement as this may change over time.

**How do you plan to review the policy/ strategy/ project/ procedure/ service to ensure that it respects, protects and fulfils children’s rights?**

*Please provide an outline of the monitoring and review process for the implementation and/or delivery of the proposal and how children and young people will be included in this process.*

Working with the supplier, we will engage with stakeholders on roll-out plans and programmes. This is not specific to but will include groups representing children.

#### STAGE 4: BUDGET

**What is the budget for this proposal? Are any parts of it specifically allocated to children and young people?**

The financial allocation is £7.7million.  
There is no specific funding relating to children and young people. The funding relates to infrastructure delivery.

#### STAGE 5: IDENTIFIED ACTIONS

**What actions have been identified or changes made to the proposal as a result of this assessment?**

None are required

#### Next Steps

Where it is considered that a Child Rights Impact Assessment is required, you must append the completed form to the Cabinet or Officer Decision Report. A copy must also be emailed to the Child Friendly Cardiff Team [ChildFriendlyCardiff@cardiff.gov.uk](mailto:ChildFriendlyCardiff@cardiff.gov.uk)

# C: Welsh Language Impact Assessment

Please consult with Bilingual Cardiff for any assistance with completing this assessment  
[Bilingualcardiff@cardiff.gov.uk](mailto:Bilingualcardiff@cardiff.gov.uk)

## Welsh Language Standards 88-97

### Standard 88

Will this proposal have a **differential impact [positive/negative]** on:

	Yes	No	N/A
The opportunities for persons to use the Welsh language?		X	
Treating the Welsh language no less favourably than the English language?		X	

**Please give details/ consequences of the differential impact, and provide supporting evidence, if any.**

### Standard 89

Could this proposal be formulated or re-formulated, so that it would have positive effects, or increased positive effects, on:

**The opportunities for persons to use the Welsh language?**

**Treating the Welsh language no less favourably than the English language?**

**Standard 90**

Could this proposal be formulated or re-formulated to ensure that it does not have adverse effects, or a decreased adverse effect, on:

**The opportunities for persons to use the Welsh language?**

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**Treating the Welsh language no less favourably than the English language?**

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**Standard 91**

When consulting on the proposal, were views considered, and sought, on the effects (both positive and negative) that it would have on:

**The opportunities for persons to use the Welsh language?**

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**Treating the Welsh language no less favourably than the English language?**

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**Standard 92**

Did the consultation seek and give consideration to views on how the proposal could have positive, or increased positive effects, on:

**The opportunities for persons to use the Welsh language?**

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**Treating the Welsh language no less favourably than the English language?**

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**Standard 93**

Did the consultation seek and give consideration to views on how the proposal could have no adverse effects, or decreased adverse effects, on:

<b>The opportunities for persons to use the Welsh language?</b>

<b>Treating the Welsh language no less favourably than the English language?</b>

**Standard 94**

If the proposal includes the awarding of grants, has consideration been given to the guidance presented in Cardiff Council’s Policy on Awarding Grants in Compliance with the Welsh Language Standards with regard to:

<b>The opportunities for persons to use the Welsh language?</b>

<b>Treating the Welsh language no less favourably than the English language?</b>

**Standard 95**

If research was undertaken or commissioned to assist with the development of the proposal, did it give consideration to whether it would have a **differential impact [positive/negative]** on:

<b>The opportunities for persons to use the Welsh language?</b>

<b>Treating the Welsh language no less favourably than the English language?</b>

## Standard 96

Did the research undertaken or commissioned to assist with the development of the proposal give consideration to how it could have a positive effect, or increased positive effects, on:

The opportunities for persons to use the Welsh language?

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

## Standard 97

Did the research undertaken or commissioned to assist with the development of the proposal give consideration to how it could have no adverse effect, or decreased adverse effects, on:

The opportunities for persons to use the Welsh language?

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

## Material and Services

In addition to the impact assessment to ensure that the proposal meets the requirements of the Welsh Language Standards, consideration must also be given to the supporting materials and services that may be required.

These include (please click on the hyperlinks to view detailed information about the requirements under the Welsh Language Standards):

- [Correspondence](#) - receiving and replying (emails, letters, online communication).
- [Telephone](#) – receiving and answering calls.
- [Meetings & Public Events](#) – public meetings or events, group meetings, consultation, individual meetings.
- [Public Messages – electronic – video](#)
- [Signs, Notices & Display Material](#)
- [Publicity & Advertising](#)
- [Producing Public Documents](#) - policies, strategies, annual reports, corporate plans, guidelines, notices, codes of practice, consultation papers, licences, certificates, rules, brochures, leaflets, pamphlets or cards, ticket/vouchers.
- [Producing Forms](#)



- [Reception Services](#)
- [Websites, Apps and Online Services](#)
- [Social Media](#)
- [Self Service Machines](#)
- [Education Training Courses](#)
- [Public Address Announcements](#)

**Are all supporting materials and services compliant with the requirements of the Welsh language standards?**

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### **Cardiff Council's Welsh Language Skills Strategy**

This strategy may be viewed here and additional guidance documents have been produced to support its implementation:

- [Assessing Welsh Language Skills and Identifying Welsh Essential Roles](#)
- [Recruitment, Selection, and Interview Procedures and the Welsh Language](#)

**Do you have access to sufficient Welsh speaking staff to support the delivery of the proposal in compliance with the requirements of the Welsh language standards?**

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### **Next Steps**

Where it is considered that a Welsh Language Impact Assessment is required, you must append the completed form to the Cabinet or Officer Decision Report. A copy must also be emailed to Bilingual Cardiff [Bilingualcardiff@cardiff.gov.uk](mailto:Bilingualcardiff@cardiff.gov.uk)

## D: Habitats Regulations Assessment

	Yes	No
Will the proposal affect a European site designated for its nature conservation interest*, or steer development towards an area that includes a European site, or indirectly affect a European site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*\* Only two European sites designated for nature conservation interest lie within Cardiff's boundaries – the Severn Estuary and Cardiff Beech Woods, but be aware if your project affects an area close to a neighbouring authority.*

If the answer is 'Yes', then a screening exercise may need to be conducted to determine if a Habitats Regulations Assessment is required or not.

Contact the [Biodiversity Team](#) who will guide you through the process.

## E: Strategic Environmental Assessment

	Yes	No
Does the strategy, policy or activity set the framework for future development consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
Is the strategy, policy or activity likely to have significant environmental effects (positive or negative)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have answered 'Yes' to both of the above questions, then a full Strategic Environmental Assessment Screening is needed.

Contact the [Sustainable Development Unit](#) who will guide you through the process.

## F: Data Protection Impact Assessment

	Yes	No
Will the proposal involve processing information that could be used to identify individuals?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If the answer is 'Yes', then a Data Protection Impact Assessment may be required.

Click [here](#) to read the guidance and start the Data Protection Impact Assessment process if needed.

For further information, contact the [Data Protection Service](#).

## G: Health Impact Assessment

A Health Impact Assessment helps to develop policies and projects that consider the mental, physical and social health and well-being of a population during planning and development. Considering health inequalities and their impacts on local communities is an essential part of any Health Impact Assessment.

Health Impact Assessments will become a statutory requirement for public bodies in specific circumstances in the future. These circumstances have yet to be published by Welsh Government.

For further information and advice, please contact the Wales HIA Support Unit.

Website: [Home - Wales Health Impact Assessment Support Unit \(phwwhocc.co.uk\)](http://phwwhocc.co.uk)

Email: [WHIASU.PublicHealthWales@wales.nhs.uk](mailto:WHIASU.PublicHealthWales@wales.nhs.uk)