

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Please read the accompanying guidance before completing the form.

This **Impact Assessment (IA)** toolkit, incorporates a range of legislative requirements that support effective decision making and ensure compliance with all relevant legislation. **Draft versions of the assessment should be watermarked as "Draft" and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council policy IAs should be retained for 7 years.**

Service Area	Legal Scrutiny & Democratic Services	Head of Service	Clive Pinney	Director	Mark Evans	Portfolio Holder	Cllr James Evans
Proposal							
Outline Summary / Description of Proposal							
Reduced spend on Members controllable expenditure							
<ol style="list-style-type: none"> 1. Reduce Members travel expenses by increased use of skype, car sharing, reduction in number of meetings. 2. Reduce Members photocopying budget by using ModernGov agenda management system. This allows Members to view agendas and documentation electronically, and will reduce the number of paper copies required. 							

1. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
1	Steve Boyd	Cabinet Manager	23 October 2018
2	Steve Boyd	Cabinet Manager	14 February 2019

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£33,000	£	£	£	£33,000

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Elected members were consulted prior to introduction of Moderngov

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4. Impact on Other Service Areas

**Does the proposal have potential to impact on another service area? (Have you considered the implications on Health & Safety, Corporate Parenting and Data Protection?)
PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY**

No

5. How does your proposal impact on the council's strategic vision?

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	No impact	Neutral	N/A	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral	N/A	Neutral
Learning and skills We will strengthen learning and skills	No impact	Neutral	N/A	Neutral
Residents and Communities We will support our residents and communities	No impact	Neutral	N/A	Neutral

Source of Outline Evidence to support judgements

6. How does your proposal impact on the Welsh Government’s well-being goals?

Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	No impact	Neutral	N/A	Neutral
<p>A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	Reducing the amount miles travelled by Members will positively contribute to reducing our carbon footprint. Reducing the amount of printing undertaken for Members will positively contribute to reducing our carbon footprint.	Good		Good

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<p>A healthier Wales: A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p> <p>Public Health (Wales) Act, 2017: Part 6 of the Act requires for public bodies to undertake a health impact assessment to assess the likely effect of a proposed action or decision on the physical or mental health of the people of Wales.</p>	No impact	Neutral	N/A	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	No impact	Neutral	N/A	Neutral
<p>A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p> <p>Human Rights - is about being proactive (see guidance)</p> <p>UN Convention on the Rights of the Child: The Convention gives rights to everyone under the age of 18, which include the right to be treated fairly and to be protected from discrimination; that organisations act for the best interest of the child; the right to life, survival and development; and the right to be heard.</p>	No impact	Neutral	N/A	Neutral
<p>A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	All agendas are translated into Welsh and the Welsh version is available on ModernGov.	Neutral	N/A	Neutral

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<i>Opportunities to promote the Welsh language</i>	All agendas are translated into Welsh and the Welsh version is available on ModernGov.	Neutral	N/A	Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral	N/A	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral	N/A	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral	N/A	Neutral
<i>Disability</i>	No impact	Neutral	N/A	Neutral
<i>Gender reassignment</i>	No impact	Neutral	N/A	Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral	N/A	Neutral
<i>Race</i>	No impact	Neutral	N/A	Neutral
<i>Religion or belief</i>	No impact	Neutral	N/A	Neutral
<i>Sex</i>	No impact	Neutral	N/A	Neutral
<i>Sexual Orientation</i>	No impact	Neutral	N/A	Neutral
<i>Pregnancy and Maternity</i>	No impact	Neutral	N/A	Neutral

Source of Outline Evidence to support judgements

7. How does your proposal impact on the council's other key guiding principles?

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	No impact	Neutral	N/A	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No impact	Neutral	N/A	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No impact	Neutral	N/A	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral	N/A	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	No impact	Neutral	N/A	Neutral
Preventing Poverty:				
Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral	N/A	Neutral

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Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No impact	Neutral	N/A	Neutral
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	No impact	Neutral	N/A	Neutral
Impact on Powys County Council Workforce	No impact	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				

8. What is the impact of this proposal on our communities?

Severity of Impact on Communities	Scale of impact	Overall Impact
Low	Low	Low
Mitigation		

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9. How likely are you to successfully implement the proposed change?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Members not car sharing	Low		Low
No reduction in the number of meetings	Low		Low
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Encouraging Members to car share and reducing the number of committee meetings as well as the membership will reduce the number of miles being claimed by Members. This will have a positive impact on the savings target. Continued use of ModernGov will help the Council to work towards reducing the Members photocopying budget as it will enable all agendas and attachments to be viewed electronically.	

11. Is there additional evidence to support the Impact Assessment (IA)?

What additional evidence and data has informed the development of your proposal?

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monthly budget monitoring reports

Please state when this Impact Assessment will be reviewed.

Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Steve Boyd		14 February 2019
Head of Service:	Clive Pinney		
Director:			
Portfolio Holder:	CLlr James Evans		

14. Governance

Decision to be made by	Date required
Portfolio Holder	

FORM ENDS