

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



This **Impact Assessment (IA)** toolkit, incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management, supporting effective decision making and ensuring compliance with respective legislation.

Please read the accompanying guidance before completing the form.

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	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Ian Budd	Portfolio Holder	Cllr Phyll Davies
Proposal	Budget Savings Proposal for Catering Service for FY 2019/2020						
Outline Summary / Description of Proposal							
Proposal to deliver revenue savings from the Catering service for FY 2019/20 by implementing the proposals below:							
Increasing school meal price in Primary and High Schools on the main meal by an additional 15p on top of the 5p already proposed.							
This would generate an additional income of £184,000 for primaries (at meal price £2.50) and £61,000 for high schools (at meal price of £2.60) based on 2018 main meal uptake.							
Further detailed review required.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£180,000	£	£	£	£

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Choose an item.		Choose an item.

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

Version	Author	Job Title	Date
V1.1	Jason Rawbone	Professional Lead Catering & Cleaning	12 February 2019

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4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting)			
PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY			
<ul style="list-style-type: none"> The introduction of an increased school meal price will impact on parents/carers who pay for their children to have school meals. 			
Service Area informed:	Schools/ Parents/Schools Welfare Team/PPD/Income & Awards	Contact Officer liaised with:	Alec Clarke
Mitigation			
Schools/parents and stakeholders above will be informed of the school meal price increase with plenty of notice prior to implementation.			

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
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Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>The Economy We will develop a vibrant economy</p>	<p>Understanding the financial pressures, the Council is under, increasing any public service charges is always going to be sensitive. By increasing the school meal charge per pupil by 20p on top of increased council tax, uncertainty around Universal Credit(UC) entitlements and the element of funding that will come from the WG to provide Free School Meals and uncertainty around the cost of food from the EU following Brexit. All of these things will impact the lives of people in Powys, in one way or another. 20p increase on school meals in a primary with a family of 4 children is £10.00 per day £50.00 per week if they have lunch each day of the week. This we know will be a struggle for large families. Therefore, there is significant likelihood for the decrease in school meals. If unaffordable to parents, they will need to provide packed lunches for their children, yes buying from local supermarkets, but possibly cheap unhealthy snacks.</p>	<p>Poor</p>	<p>Parents will want to see value for money with a price increase. The catering service will review and adapt the school meal menus accordingly, with a drive to attract the continued uptake of nutritious school meals that are compliant with the Healthy Eating in Maintained Schools Regulations (Wales) 2013.</p>	<p>Good</p>

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<p>Health and Care We will lead the way in effective, integrated rural health and care</p>	<p>The proposal to increase school meal prices has the likely impact to drive down uptake without ongoing and sustained mitigation measures.</p> <p>It is a documented fact that a healthy hot school lunch aids the attainment levels in pupils for their afternoon lesson activities. The increase in meal prices will be unaffordable for some parents and families, who will look to provide packed lunches with potentially unhealthy drinks and snacks in some cases, but also possibly no lunch at all! This will introduce welfare and wellbeing concerns where this happens.</p>	<p>Poor</p>	<p>Impact on uptake based upon previous modest price changes, has not led to reduced uptake. Uptake has risen, alongside uptake of FSMs which the Service believe is related and correlates with the activity of the Service to meet with schools, school councils, parent evenings, and ad-hoc promotions and special events, this will continue.</p> <p>However this has been on previous increases of 5p. The service has never increased the meal prices by 20p, and is unprecedented in Powys and impact unknown.</p>	<p>Neutral</p>
<p>Learning and skills We will strengthen learning and skills</p>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Residents and Communities We will support our residents and communities	<p>An increase in school meals price is not a decision taken lightly. Close monitoring of global and supplier food prices is taken into account and any school meal prices are increased accordingly and if required. The catering team are conscious that parents demand value for money and take this into account when developing school menus.</p> <p>A price increase of 20p will be highly criticised by parents and carers and will want to see justification for the increase. Generally, and steadily over the past 5 years or so food prices from suppliers have increased. We are unsure what effect Brexit will have on particular fruit and veg that is imported from the EU, however the service suspect prices will increase.</p>	Poor	<p>Prior information to schools to communicate any changes in school meal prices is important this is done prior to the summer holidays, or prior to the proposed implementation so parents are informed well in advance. The future use of social media will aid us to also communicate this effectively.</p>	Poor
Source of Outline Evidence to support judgements				
<ol style="list-style-type: none"> 1. School meal price increase Business Case 2018 2. Healthy Eating in Maintained Schools guidance 				

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

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Well-being Goal	How does proposal contribute to this goal?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> 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>	<p>The negative impact that a 20p increase could cause in terms of decreased uptake of school meals goes against the principles of the Future Generations Act.</p>	<p>Poor</p>		<p>Choose an item.</p>
<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>	<p>As above</p>	<p>Poor</p>		<p>Choose an item.</p>

<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>With the development of food offers in schools, the service are very conscious of the growing obesity concerns within the country. School catering teams meet regularly with high school Nutrition Action Groups (SNAG) to discuss with pupil’s school meals and nutrition. The feedback from these groups help to develop the school menus. However, the team need to develop more appealing menu options in high schools, one that pupils will help to develop.</p> <p>The service has introduced a holiday scheme into 4 of primary schools in the summer (2018). Part funded by the WLGA. ‘Food and Fun’ is a school-based programme that provides free healthy meals, nutritional education and physical activity to children in areas of social deprivation during the summer holidays.</p> <p>The programme forms part of the WLGA’s School Holiday Enrichment Programme (SHEP) and is jointly funded and supported by the council, Welsh Government and other partner agencies including the health board.</p> <p>It aims to tackle holiday hunger and improve children’s health and well-being, as well as address social isolation and a lack of routine by providing a safe, happy place for children to go to during the holiday.</p> <p>This programme is funded by the Welsh Government for this year also (2019) so we will look to develop the programme. It has positively benefited all those parents/pupils who have participated in the</p>	<p>Poor</p>	<p>Parents will want to see value for money with a price increase. The catering service will review and adapt the school meal menus accordingly, with a drive to attract the continued uptake of nutritious school meals that are compliant with the Healthy Eating in Maintained Schools Regulations (Wales) 2013.</p>	<p>Good</p>
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	<p>programme in the 2 years it has been running in Powys.</p> <p>With this good work that is being carried out by the catering teams and partners, the service must continue the momentum and work to do the best to help reduce childhood obesity in the county. With an increase in school meal price there will no doubt be a decrease in uptake. However more of a concern would be the cheap unhealthy alternative snacks that could be provided to some pupils, were parents struggle. This of course will have the opposite effect in the challenge to fight childhood obesity.</p>			
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>We need to be open and honest about the reasons a price increase is needed and appropriate communication with Parents, schools, governors and customers will be advantageous for everyone.</p>	Neutral		Choose an item.
<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>	No Impact	Choose an item.		Choose an item.
<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>	No Impact	Choose an item.		Choose an item.
<p>Opportunities to promote the Welsh language</p>	No Impact	Choose an item.		Choose an item.
<p>Welsh Language impact on staff</p>	No Impact	Choose an item.		Choose an item.

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<i>People are encouraged to do sport, art and recreation.</i>	No Impact	Choose an item.		Choose an item.
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	Choose an item.		Choose an item.
<i>Disability</i>	No Impact	Choose an item.		Choose an item.
<i>Gender reassignment</i>	No Impact	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>	No Impact	Choose an item.		Choose an item.
<i>Race</i>	No Impact	Choose an item.		Choose an item.
<i>Religion or belief</i>	No Impact	Choose an item.		Choose an item.
<i>Sex</i>	No Impact	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	No Impact	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	No Impact	Choose an item.		Choose an item.

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Source of Outline Evidence to support judgements

1. Welsh Government Healthy Eating in Schools (Nutritional Standards & Requirements (Wales) Regulations 2013
2. Evaluation Report from the School Holiday Enrichment Programme (2016)
3. Consultation Document – Welsh Obesity Strategy (Not Published)

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	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The increase in meal price will put people off using the school meal service, however developing menus and offers in schools to the wants and needs of customers is key to sustaining the service.	Poor	It is important that the service continue to work with schools/pupils/customers and suppliers to develop school meals and menus that are healthy, nutritious and offer value for money.	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Prior clear communication is given when planning to change school meal prices to schools and parents.	Poor		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	No Impact	Choose an item.		Choose an item.
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	With school meals menu development the service encourage schools to support healthy eating and involve the catering teams in nutritional activities with school councils and SNAG groups also with support from PtHB dieticians.	Good	Continue to promote these activities and relationships with schools to encourage school meal uptake and an understanding of healthy lifestyles.	Good

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>The summer SHEP programme benefits families who struggle to feed and entertain their children during the 6 weeks' summer holiday by providing free hot nutritious meals and various activities.</p> <p>However, during term time these free meals are not provided unless there is an eligible free meal entitlement. The Service currently operate a cashless payment system for parents to pay for school meals and other activities. The service has a duty of care to parents/carers not to accrue debt, however the service also has a policy to always feed a child in Primary schools. Unfortunately, there are some that take advantage of this and don't pay for their childrens meals. Increasing the school meal price will potentially increase the debt level also.</p>	Poor	We use the cashless system to monitor debt and notify parents/carers when they are in debt but also contact them to support them to pay.	Neutral
<p>Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</p>	No Impact	Neutral		Neutral
<p>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.</p>	<p>With an increase in school meals price, some families will struggle to provide money for lunch for their children. Although the service will always feed primary school pupils, it is with parents that never pay or provide a limited or no packed lunch for that are potentially venerable of neglect. Parents, guardians eligible for Free School Meals are encouraged to sign up for this.</p>	Poor	We will work with schools and other agencies to assist families in whatever way we can.	Good
<p>Impact on Powys County Council Workforce</p>	<p>As many of the workforce of PCC are parents any increase in school meal price will also affect them financially also.</p>	Poor		Choose an item.
<p>Source of Outline Evidence to support judgements</p>				

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1. Future Generations Act (2015) Guidance				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Low	Medium
Mitigation		
1. School meal price increase of 5 pence in High Schools and Primaries was implemented back in September 2018. 2. See uptake tables/charts for paid & free school meals for 2018:		

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9. What are the risks to service delivery or the council following implementation of this proposal?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
The proposal to increase school meal prices by 20p per meal has the impact to drive down uptake.	Medium	Catering Teams to continue to promote schools meals, refresh of menus with schools support and buy in.	Low
	Choose an item.		Choose an item.
	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. Indicative timetable for actions to deliver change proposal, if approved

Action	Target Date	Outcome	Decisions made
Savings target to be met from Catering service by end of next FY	2019/20	The £230k saving target generated from additional income of increased school meal price.	
Portfolio Holder decision required	Yes	Date required	ASAP
Cabinet decision required	Yes	Date required	21 st Feb 2019
Council decision required	Yes	Date required	21 st Feb 2019

11. Indicative resource requirements (FTE) – link to Resource Delivery Plan

Support Requirements	2018-19				2019-20				2020-21			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
N/A												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Although the school meal price increase will on paper make the required savings. It will face undoubted public criticism, with the public wanting value for money. There will inevitably be a decrease in school meal uptake where families will not be able to afford to pay for meals particularly those with multiple school aged children. 20p is the largest increase we have ever proposed in one go. This increase if implemented will have to begin in 01 April 2019.	

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

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

The catering service budget reduction business case (14 Aug 2018)

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?

Monthly management meetings to discuss progress and regular meetings with finance business partners to ensure targets are on track.

Please state when this Impact Assessment will be reviewed.

April 2019

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Jason Rawbone		12/02/2019
Head of Service:	Stuart Mackintosh		
Strategic Director:	Ian Budd		
Portfolio Holder:	CLlr Phyl Davies		

16. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS