

# 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.**

<b>Service Area</b>	Development Management & Planning Policy (Planning Services)	<b>Head of Service</b>	Gwilym Davies	<b>Director</b>	Nigel Brinn	<b>Portfolio Holder</b>	Cllr James Evans
<b>Proposal</b>	Planning Service redesign						
<b>Outline Summary / Description of Proposal</b>							
<p>It is proposed to redesign the Planning Service. The following is currently being considered:</p> <ul style="list-style-type: none"> <li>• Reduction in the number of Principal Planning Officers.</li> <li>• Some posts to be merged.</li> <li>• Number of Planning Officer posts to be reduced.</li> <li>• An additional tier is to be added to the Development Management structure at a lower grade.</li> <li>• Planning Technicians and Planning Administrator positions to be merge into one position.</li> <li>• Number of Planning Policy Officers to be reduced.</li> <li>• An additional tier on a lower grade is to be added to the Planning Policy structure.</li> </ul>							

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

Version	Author	Job Title	Date
No.1	Gwilym Davies	Head of Property, Planning and Public Protection	29/08/2019

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£214,000	£214,000	£214,000	£214,000 annually

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3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	To be confirmed.

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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**

Proposal will result in less capacity to undertake non-statutory duties, such as providing free advice to services such as education, property and housing.

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

<b>Council Priority</b>	<b>How does the proposal impact on this priority?</b>	<b>IMPACT</b> Please select from drop down box below	<b>What will be done to better contribute to positive or mitigate any negative impacts?</b>	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<b>The Economy</b> <b>We will develop a vibrant economy</b>	The proposal has the potential to impact on planning application determination periods. This could impact on the deliverability of developments.  The proposal has the potential to impact on planning enforcement capacity potentially at the cost of the integrity of the planning system.	Poor	Built Heritage Officer could assist in processing listed building applications to increase Planning Officer capacity.  Keep agents and developers informed of the situation to enable them to forward plan.	Poor
<b>Health and Care</b> <b>We will lead the way in effective, integrated rural health and care</b>	The proposal has the potential to impact on planning application determination periods for health and care facilities. This could impact on the deliverability of developments.	Poor	Keep agents and developers informed of the situation to enable them to forward plan.	Poor
<b>Learning and skills</b> <b>We will strengthen learning and skills</b>	The proposal has the potential to impact on planning application determination periods for education facilities. This could impact on the deliverability of developments.	Poor	Keep agents and developers informed of the situation to enable them to forward plan.	Poor

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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
<b>Residents and Communities</b> We will support our residents and communities	The proposal has the potential to reduce the Planning Services ability to interact with customers and the public.	Poor	Try to develop the Council's website to reduce the need for direct interaction.	Poor

Source of Outline Evidence to support judgements
Officer assessment.

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

Well-being Goal	How does proposal contribute to this goal?	<b>IMPACT</b> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<b>A prosperous Wales:</b> 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.	The proposal has the potential to impact on planning application determination periods. This could impact on the deliverability of developments.	Very Poor	Built Heritage Officer could assist in processing listed building applications to increase Planning Officer capacity.  Keep agents and developers informed of the situation to enable them to forward plan.	Poor
<b>A resilient Wales:</b> 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).	Reduced capacity will potentially result in Planning Officers having less time to safeguard and/or promote social, economic and ecological resilience.	Poor	Built Heritage Officer could assist in processing listed building applications to increase Planning Officer capacity	Poor

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Well-being Goal	How does proposal contribute to this goal?	<b>IMPACT</b> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<p><b>A healthier Wales:</b> 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><b>Public Health (Wales) Act, 2017:</b> 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>	Reduced capacity will potentially result in less resources being allocated to managing and improving a developments impact on the health of the area.	Poor	No mitigation proposed.	Poor
<p><b>A Wales of cohesive communities:</b> Attractive, viable, safe and well-connected Communities.</p>	Reduced capacity will impact on Planning Services ability to communicate with Communities as part of the planning process.	Poor	Try to develop the Council's website to reduce the need for direct interaction.	Poor
<p><b>A globally responsible Wales:</b> 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><b>Human Rights - is about being proactive (see guidance)</b></p> <p><b>UN Convention on the Rights of the Child:</b> 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>	Less resource will be available to promote and/or support the economy, the environment, communities and culture, via the planning process.	Poor	Try to develop the Council's website to reduce the need for direct interaction.	Poor
<b>A Wales of vibrant culture and thriving Welsh language:</b> 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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Opportunities to promote the Welsh language</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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Well-being Goal	How does proposal contribute to this goal?	<b>IMPACT</b> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<i>Welsh Language impact on staff</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<b>A more equal Wales:</b> 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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Disability</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Gender reassignment</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Marriage or civil partnership</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Race</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Religion or belief</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Sex</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Sexual Orientation</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<i>Pregnancy and Maternity</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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### Source of Outline Evidence to support judgements

Officer assessment.

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
<b>Sustainable Development Principle (5 ways of working)</b>				
<b>Long Term:</b> Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	Reduction in staff resource has the potential to impact on long term investment in the economy and housing provision.	Poor	No mitigation proposed.	Poor
<b>Collaboration:</b> Working with others in a collaborative way to find shared sustainable solutions.	Reduction in staff has the potential to reduce the ability for Planning Service to collaborate with existing and future partners.	Poor	No mitigation proposed.	Poor
<b>Involvement (including Communication and Engagement):</b> Involving a diversity of the population in the decisions that affect them.	Reduction in staff has the potential to reduce the ability to engage with communities.	Poor	Try to develop the Council's website to reduce the need for direct interaction.	Poor
<b>Prevention:</b> Understanding the root causes of issues to prevent them from occurring.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<b>Integration:</b> Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<b>Preventing Poverty:</b> Prevention, including helping people into work and mitigating the impact of poverty.	Reduction in staff resource may impact on the ability to approve affordable housing in a timely manner.	Poor	Built Heritage Officer could assist in processing listed building applications to increase Planning Officer capacity.	Poor

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

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

Severity of Impact on Communities	Scale of impact	Overall Impact
Medium	Medium	Medium
<b>Mitigation</b>		
<ul style="list-style-type: none"> <li>Built Heritage Officer could assist in processing listed building applications to increase Planning Officer capacity.</li> <li>Try to develop the Council's website to reduce the need for direct interaction.</li> <li>Try and keep communities informed of all service developments (where appropriate).</li> </ul>		

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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
High	Low	Medium
Mitigation		
<ul style="list-style-type: none"> <li>Appropriate staff consultation.</li> </ul>		

What are the risks to service delivery or the council following implementation of this proposal? (To be included within project risk register)

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Potential adverse impact on the economy caused by delays in processing planning applications.	High	Built Heritage Officer could assist in processing listed building applications to increase Planning Officer capacity.	High
Potential reduction in planning enforcement capability.	Medium	Adopt new planning enforcement policy and procedure streamlining processes	Low
Potential delays in the processing of affordable housing applications and education applications impacting on delivery.	Medium	No mitigation proposed.	Medium
Reputational damage - Potential to be in the bottom half/quarter of the Welsh Government planning league table.	Low	No mitigation proposed.	Low
Increase in the number of corporate complaints.	Medium	No mitigation proposed.	Medium
Potential delays in the production of planning policy.	Medium	No mitigation proposed.	Medium

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposed savings proposal has the potential to have an adverse impact social and economic impact. The overall risk is judged to be medium.	
Overall Risk Judgement:	Medium

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

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

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None to report.

12. On-going monitoring arrangements?

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

- Feedback from bi-annual agents forum.
- Feedback from Community Council forum (to be arranged).
- Monthly performance reviews.
- Quarterly WG returns.

**Please state when this Impact Assessment will be reviewed.**

Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
<b>Impact Assessment Lead:</b>			
<b>Head of Service:</b>	Gwilym Davies		
<b>Director:</b>	Nigel Brinn		
<b>Portfolio Holder:</b>	CLlr James Evans		

14. Governance

Decision to be made by	Choose an item.	Date required

**FORM ENDS**

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