

**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>	Schools Service	<b>Head of Service</b>	Lynette Lovell / Emma Palmer	<b>Portfolio Holder</b>	Clr Phyl Davies
<b>Proposal</b>	Brecon catchment Programme Business Case				
<b>Outline Summary / Description of Proposal</b>					
The Council has developed a Programme Business Case (PBC) in respect of the Brecon catchment, which considers Mount Street Infants School, Mount Street Junior School, Cradoc CP School, Sennybridge CP School, the pupil referral unit (PRU) and a community swimming pool.					
The PBC identified the following preferred way forward:					
<ul style="list-style-type: none"> <li>- A new 360 place English-medium primary school in Brecon, replacing the current schools at Mount Street Infant, Mount Street Junior and Cradoc Primary School, with a collocated pupil referral unit and a community swimming pool – to be built on the old Brecon High School site</li> <li>- A new 180 place dual-stream primary school in Sennybridge, replacing the current poor accommodation at Sennybridge CP School – to be built on the current Sennybridge CP School site.</li> </ul>					
The Council’s Cabinet will consider the PBC on the 29 <sup>th</sup> September, and will be asked to approve the following:					
<ul style="list-style-type: none"> <li>- To submit a Programme Business Case to Welsh Government’s 21<sup>st</sup> Century Schools Programme for capital investment in the Brecon catchment area</li> <li>- To bring back a further report to Cabinet by December 2020 outlining the school reorganisation proposals required. Full consultation will be undertaken before any final decisions are made.</li> </ul>					
This initial impact assessment considers the potential impact of implementation of the preferred way forward as outlined above. Should the Council proceed with implementation of the preferred way forward, the impact assessment will be updated at each stage of the process.					

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

<b>Version</b>	<b>Author</b>	<b>Job Title</b>	<b>Date</b>
1	Sarah Astley	Strategic Programme Manager – Schools Transformation	September 2020

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2. Profile of savings delivery (if applicable)

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

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public consultation required	<p>Consultation in accordance with the School Organisation Code would be required in order to achieve the preferred way forward as outlined in the PBC.</p> <p>Should Cabinet approve the PBC, the intention is to bring back a further report to Cabinet by December 2020 outlining the school reorganisation proposals required. Full consultation will be undertaken before any final decisions are made.</p>

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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 and Corporate Parenting?) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY					
Adult Services	<input type="checkbox"/>	Education	<input checked="" type="checkbox"/>	Legal and Democratic Services	<input checked="" type="checkbox"/>
Children's Services	<input checked="" type="checkbox"/>	Finance	<input checked="" type="checkbox"/>	Property, Planning and Public Protection	<input checked="" type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input checked="" type="checkbox"/>
Digital Services	<input checked="" type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input checked="" type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
Not currently, however should the Council proceed with statutory processes to change the provision in Brecon, this would involve processing the personal details of individuals					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A currently <input type="checkbox"/>					
If you have answered yes to either of the above you will be required to complete, as a minimum, the screening questions on the data protection impact assessment.					
For further advice please contact the Data Compliance Team.					

### 4a Geographical Locations

What geographical area(s) will be impacted by the proposal? (Chose all those applicable)					
Powys	<input type="checkbox"/>	Brecon	<input checked="" type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
				Newtown	<input type="checkbox"/>
				Welshpool and Montgomery	<input type="checkbox"/>
				Ystradgynlais	<input type="checkbox"/>

### 5. How does your proposal impact on Vision 2025?

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Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	<b>IMPACT</b> Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<b>The Economy</b> <b>We will develop a vibrant economy</b>	<p>Implementation of the preferred way forward would result in significant capital investment in the area, consisting of two new build primary schools, one in Brecon and one in Sennybridge.</p> <p>The preferred way forward would result in the closure of Cradoc, Mount Street Infants and Mount Street Junior Schools to establish a new primary school in Brecon. This could have an impact on employment opportunities, in Cradoc in particular as there would no longer be a school in Cradoc.</p>	Neutral	<p>Potential impact on staff at all schools to be considered when identifying the steps to be taken to achieve the preferred way forward to ensure equal opportunity for all staff.</p>	Good
<b>Health and Care</b> <b>We will lead the way in providing effective, integrated health and care in a rural environment</b>	No impact	Neutral		Choose an item.
<b>Learning and skills</b> <b>We will strengthen learning and skills</b>	<p>There are no concerns about quality of education in the schools affected by the preferred way forward.</p> <p>However, implementation would provide two new build primary schools to replace the schools' existing poor quality buildings. This would further improve the educational experience provided to learners, ensuring that the schools can provide education which fully meets the requirements of the new curriculum.</p>	Good		Choose an item.

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Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p><b>Residents and Communities</b>  <b>We will support our residents and communities</b></p>	<p>The proposal would have a positive impact on residents in the areas served by the affected schools by providing access to new build, 21<sup>st</sup> Century Schools facilities, as well as access to community facilities such as a new swimming pool in Brecon.</p> <p>Implementation of the preferred way forward would mean that there would eventually be no provision in Cradoc, therefore there would be a greater impact on residents living in Cradoc due to there being no school in the village.</p> <p>Whilst home to school transport would be provided to eligible pupils living in Cradoc to their nearest alternative school, it is acknowledged that there would be an impact on pupils' ability to access after school activities, and there would also be an impact on families in terms of attending school activities. However, pupils traveling from Cradoc would be accessing a brand new building, which would be vastly improved from the current building at Cradoc.</p>	<p>Neutral</p>		<p>Choose an item.</p>

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?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p><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.</p>	<p>The preferred way forward would result in two new build primary schools in the Brecon catchment, as well as a new build PRU and a new swimming pool.</p> <p>Community benefits to include opportunities for traineeships / apprenticeships are a key requirement of 21<sup>st</sup> Century Schools projects, therefore it is anticipated that these opportunities would be available as part of implementing the preferred way forward.</p>	<p>Good</p>		<p>Choose an item.</p>

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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 a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p><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).</p>	<p>Implementation of the preferred way forward would result in two new build primary schools in the Brecon catchment, as well as a new build PRU and anew swimming pool. This would result in more environmentally friendly buildings, which would be more energy efficient than the current buildings.</p> <p>Implementation of the preferred way forward would also require additional travel for pupils currently attending Cradoc School. This would have a negative environmental impact as more home to school transport would need to be provided to transport pupils to their nearest school. However, the number of pupils requiring additional transport would be relatively small as a proportion of the affected pupils.</p>	<p>Good</p>		<p>Choose an item.</p>
<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>	<p>Implementation of the preferred way forward would result in two new build primary schools in the Brecon catchment, as well as a new build PRU and a new swimming pool. This would have a positive impact on the well-being and morale of both pupils and staff.</p> <p>The preferred way forward includes providing a new swimming pool in Brecon, which would improve the facilities available to the community in Brecon, therefore having a positive impact on their physical health.</p>	<p>Good</p>		<p>Choose an item.</p>

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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 a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<b>A Wales of cohesive communities:</b> Attractive, viable, safe and well-connected Communities.	Implementation of the preferred way forward would result in two new build primaries in the Brecon area, as well as new build PRU and a new swimming pool. Providing community facilities is a key consideration as part of all new build projects, therefore it is likely that community facilities would be provided as part of implementing the preferred way forward.	Good		Choose an item.
<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. <b>Human Rights - is about being proactive (see guidance)</b> <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.	The aim of implementing the preferred way forward is to provide the best possible opportunities to learners, enabling them to reach their full potential.  Should the Council proceed with plans to implement the preferred way option, a consultation exercise would be required, which would include consultation with all pupils affected by the proposal, ensuring that all affected by the plans have the opportunity to give their views.	Good		Choose an item.
<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>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i>				
<b>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</b>	The preferred way forward would see the retention of a dual stream school in Sennybridge, which would continue to provide opportunities for pupils in Sennybridge to access Welsh-medium education.	Neutral		Choose an item.



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 a more positive impact or to mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	The preferred way forward would result in a new dual stream school to replace the current Sennybridge building, which is in poor condition. This would continue to provide opportunities for pupils in Sennybridge to access Welsh-medium education, and would provide further opportunities to promote the school and the opportunity to study through the medium of Welsh.	Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	The preferred way forward would provide two new build primary schools, which would provide enhanced facilities for pupils, enabling them to take part in sports and other extra-curricular activities.  In addition, the preferred way forward would provide a new swimming pool, which would provide improved facilities in Brecon, providing improved opportunities for residents to take part in sports activities.	Good		Choose an item.
<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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	The aim of the proposal is to provide improved educational opportunities for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, regardless of their age.	Good		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<i>Disability</i>	The aim of the proposal is to provide improved educational opportunities for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, regardless of their age.  Implementation of the preferred way forward would include two new build primary schools in the Brecon catchment, a new build PRU and a new swimming pool. This would significantly improve the accommodation for these learners, and would ensure full access for disabled pupils in accordance with the requirements of the Equality Act 2010.	Very Good		Choose an item.
<i>Gender reassignment</i>	No impact.	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	No impact.	Neutral		Choose an item.
<i>Race</i>	The aim of the proposal is to provide improved educational opportunities for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, regardless of their race.	Good		Choose an item.
<i>Religion or belief</i>	The aim of the proposal is to provide improved educational opportunities for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, regardless of their religious belief.	Good		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<i>Sex</i>	The aim of the proposal is to provide improved educational opportunities for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, regardless of their sex.	Good		Choose an item.
<i>Sexual Orientation</i>	The aim of the proposal is to provide improved educational opportunities for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, regardless of their sexual orientation.	Good		Choose an item.
<i>Pregnancy and Maternity</i>	No impact.	Neutral		Choose an item.
<i>Socio-economic duty</i>	<p>The aim of the proposal is to provide improved educational opportunities for all for primary aged pupils in the schools affected by the preferred way forward, and learners that attend the PRU, including any eligible for Free School Meals.</p> <p>Should the preferred way forward be implemented, there would be no school in Cradoc. This would mean that pupils currently attending Cradoc School would need to travel to their nearest alternative provision. Whilst home to school transport would be provided to eligible pupils, it is possible that this would impact on pupils' ability to access extra-curricular / after school activities, and that this impact would be greater in respect of pupils from lower income households. There would also be an impact on the parents of these pupils in terms of accessing school activities.</p>	Neutral		Choose an item.

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?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> 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.		Choose an item.		Choose an item.
<b>Collaboration:</b> Working with others in a collaborative way to find shared sustainable solutions.	Should the Cabinet agree to proceed with the preferred way forward, full consultation would need to be carried out, which would enable all interested parties to give their views. This would an opportunity to suggest any alternative solutions for the catchment.	Neutral		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p><b>Involvement (including Communication and Engagement):</b>  <i>Involving a diversity of the population in the decisions that affect them including:</i>  <b>Unpaid Carers:</b>  <i>Ensuring that unpaid carers views are sought and taken into account</i></p>	<p>Should Cabinet decide to proceed with the preferred way forward as outlined in the PBC, full consultation would be required in accordance with the School Organisation Code in order to achieve this. This would that all interested parties would have an opportunity to give their views. The findings of this exercise would be reported to Cabinet and would be taken into consideration when determining how to proceed. This impact assessment will be updated throughout the process to reflect any feedback received.</p> <p>All stakeholders would have the opportunity to give their views as part of this process, this would include any unpaid carers in the area.</p>	<p>Good</p>		<p>Choose an item.</p>
<p><b>Prevention:</b> <i>Understanding the root causes of issues to prevent them from occurring including:</i>  <b>Safeguarding:</b>  <i>Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.</i></p>	<p>The key issues relating to the schools affected by the preferred way forward have been identified as part of this work. The options appraisal exercise carried out when developing the PBC has focussed on identifying solutions which would address these issues and prevent them occurring again.</p> <p>One of the Investment Objectives identified as part of the PBC process related to safeguarding, and ensuring appropriate safeguarding arrangements. The intention is that the emerging preferred way forward would improve the safeguarding arrangements for all pupils.</p>	<p>Good</p>		<p>Choose an item.</p>

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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 a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<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.	No impact.	Neutral		Choose an item.
<b>Powys County Council Workforce:</b> What Impact will this change have on the Workforce?	<p>The preferred way forward would impact on all current staff at Mount Street Infants, Mount Street Juniors and Cradoc CP School as implementation of the preferred way forward would require a staffing process in order to establish a new school. This could lead to a reduction in overall numbers of staff. However, the new school would be a larger school, which would lead to benefits for staff, including improved development opportunities from being part of a larger team of staff.</p> <p>Should Cabinet decide to proceed, full consultation would be required in accordance with the School Organisation Code in order to achieve this. This process would be supported by relevant LA teams (e.g. HR). this would include consultation with staff, which would ensure that they had an opportunity to give their views.</p> <p>Implementation of the preferred way forward would result in two new build primaries as well as a new build PRU. Working in these new buildings would have a positive impact on staff morale.</p>	Good		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below
<b>Payroll:</b> How will this impact salary, any overtime/enhanced payments etc? Does this affect any particular group of employees? E.g. Male/Female dominated workforce. Does this proposal comply with the Councils Single Status Terms and Conditions?	Implementation of the preferred way forward could impact on salary arrangements for current staff at the affected schools.	Neutral		Choose an item.
<b>Welsh Language impact on staff</b>	Implementation of the preferred way forward would provide an opportunity for Welsh-speaking staff working in the Welsh-medium stream at Sennybridge School to work in a brand new 21 <sup>st</sup> Century Schools building.	Good		Choose an item.
<b>Apprenticeships:</b> Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	No impact	Neutral		Choose an item.
<b>Source of Outline Evidence to support judgements</b>				

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

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Communities	How does the proposal impact on residents and community?	<u>IMPACT</u> See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> See impact definitions in guidance document	Source of Outline Evidence to support judgement
Brecon	The preferred way forward would have a positive impact on residents in Brecon as it would lead to a new build primary school in the town, as well as a new build PRU and a new swimming pool.	Minor		Choose an item.	
Cradoc	The preferred way forward would mean that there would no longer be a school in Cradoc, therefore there would be a negative impact on residents in Cradoc. However, pupils would attend a new build facilities, which would provide much improved accommodation compared to the current offer.  Additional travel would be required for primary aged pupils living in Cradoc. Whilst home to school transport would be provided for eligible pupils, it is acknowledged that this could have an impact on pupils' ability to access after school activities, and would impact on parents attendance at school events.	Major	Full consideration of the impact on the Cradoc community to be considered as the process moves forward.	Major	
Sennybridge	The preferred way forward would have a positive impact on residents in Sennybridge as it would lead to a new build primary school, which would provide much improved accommodation compared to the current offer.	Minor			

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

Description of risks			
Risk Identified	Inherent Risk Rating Impact X Likelihood (See Risk Matrix in guidance document)	Mitigation	Residual Risk Rating Impact X Likelihood (See Risk Matrix in guidance document)



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<p>If there is no funding available to fund this project, either from the Welsh Government or the Council, then the project will not be able to proceed.</p>	<p>High</p>	<p>The funding to support this project will be considered as part of the overarching financial strategy for the delivery of the entire Council's Strategy for Transforming Education in Powys 2020-30, which will be provided for Cabinet's consideration later this Autumn. An updated Strategic Outline Programme will be submitted to the Welsh Government requesting an increase in the Band B funding envelope.</p>	<p>High</p>

### 10. Overall Summary and Judgement of this Impact Assessment?

<p><b>Outline Assessment (to be inserted in cabinet report)</b></p>	<p><b>Cabinet Report Reference:</b></p>	
<p>This impact assessment suggests that the impact is generally positive with some negative aspects, such as the requirement for some pupils to travel further than they currently do to school. The development of new facilities for schools in the Brecon catchment area would address many issues related to the poor condition of the buildings, ensuring that future pupils would be taught in facilities that are fit-for-purpose, improving their learner entitlement and experience. The new facilities would be fully DDA compliant, supporting learners with disabilities. The inclusion of a new facility for the PRU supports the education and wellbeing of vulnerable learners. The inclusion of a pool provides opportunities to improve the health and wellbeing of learners and the wider community.</p>		

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

<p><b>What additional evidence and data has informed the development of your proposal?</b></p>
<p>Full consultation will be required to implement this proposal, and this will enable the impact assessment to be further developed.</p>

### 12. On-going monitoring arrangements?

<p><b>What arrangements will be put in place to monitor the impact over time?</b></p>
<p>The Transforming Education Programme Board will continue to monitor impact over time.</p>
<p><b>Please state when this Impact Assessment will be reviewed.</b></p>
<p>The impact assessment will be reviewed at all stages of the development.</p>

### 13. Sign Off

<p><b>Position</b></p>	<p><b>Name</b></p>	<p><b>Signature</b></p>	<p><b>Date</b></p>
<p>Impact Assessment Lead:</p>	<p>Sarah Astley</p>	<p>Sarah Astley</p>	<p>16<sup>th</sup> September 2020</p>

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Head of Service:	Lynette Lovell		
Portfolio Holder:	Cllr Phyl Davies		

14. Governance

<b>Decision to be made by</b>	Cabinet	<b>Date required</b>	29 <sup>th</sup> September 2020
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**FORM ENDS**