

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	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 8- Strengths based reviews						
Outline Summary / Description of Proposal							
In line with the Social Services and Wellbeing Act (2014), it makes clear that care and support plans should promote wellbeing, so that people are able to maintain an appropriate level of autonomy with the appropriate level of care and support that is consistent with their wellbeing.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£335,000	£1445,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	The proposal relates to ensuring that we are funding the right levels and right forms of care. No consultation will be required.

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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**

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		Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	The proposal will ensure that we are providing the right levels of care that enable people to maintain or increase their independence.	Good	Continually support staff to work in a strengths based way so as to contribute to the right sizing of care packages.	Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities		Neutral		Neutral

Source of Outline Evidence to support judgements

The Adult Services Delivery Plan has clear objective of effectively managing demand for people with long term care and support needs. [Research from the Institute of Public Care](#) makes clear that the purpose of a review is to focus on whether the help being offered has assisted people in helping them to gain, regain or retain their levels of independence.

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
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.		Neutral		Choose an item.
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).		Neutral		Choose an item.
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. 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.	The proposal will help ensure that we do what matters for individuals quicker within the community, which will help guard against unnecessary referrals into longer term care teams.	Good		Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.		Neutral		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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<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>		Neutral		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><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>		Neutral		Choose an item.
<p><i>Opportunities to promote the Welsh language</i></p>		Neutral		Choose an item.
<p><i>Welsh Language impact on staff</i></p>		Neutral		Choose an item.
<p><i>People are encouraged to do sport, art and recreation.</i></p>		Neutral		Choose an item.
<p>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).</p>				
<p><i>Age</i></p>	<p>People will be supported to maintain or enhance their independence</p>	Good		Good
<p><i>Disability</i></p>		Neutral		Neutral
<p><i>Gender reassignment</i></p>		Neutral		Choose an item.
<p><i>Marriage or civil partnership</i></p>		Neutral		Choose an item.

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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
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		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?	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.	This proposal will enable people to maximise their independence and will help ensure that people receive the right form and level of support that enables them to achieve what matters to them.	Good	Ensure that outcome of reviews is reflected in care and support plans, and support altered appropriately.	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.		Neutral		Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.		Neutral		Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	Investing in this resource will help to guard against overprovision of care.	Good		Good
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Neutral		Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

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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		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce		Neutral		Good
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
Medium	Low	Low
Mitigation		
Ensure that reviews are conducted in a strengths based way, in line with collaborative communication training.		

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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
Medium	Medium	Medium
Mitigation		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
There is a risk that reviews will not be conducted in a timely manner.	Medium	Ensure that there is dedicated staff to undertake reviews in respective teams.	Medium
	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
There is well established evidence that reviewing packages of care in a strengths-based way can result in the rightsizing of care packages. This can help to use our limited home-based care resource in a more targeted way and in the longer term, reduce our reliance on domiciliary care providers.	

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?
Monitoring will take place through the domiciliary care project board.
Please state when this Impact Assessment will be reviewed.

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Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Michael Gray		
Head of Service:	Michael Gray		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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Service Area	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 2- Direct payments						
Outline Summary / Description of Proposal							
Increase the take up of Direct Payments for eligible service users is proposed to deliver more freedoms and flexibilities to service users and their carers and generate efficiencies.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£200,000	£300,000	£300,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	The proposal will not result in a change to staff terms and conditions.

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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
N/A

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

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
The Economy We will develop a vibrant economy	There will be a greater use of community/third sector and independent providers of care.	Good	In addition, an e-market place solution will need to be procured to ensure that service users can access solutions.	Good
Health and Care We will lead the way in effective, integrated rural health and care	Promoting the use of direct payments and ensuring that the offer is attractive will help contribute to a greater mixed economy of provision within the County. Direct payments will provide greater choice and flexibility for those that need care and support.	Good	Considerable change management project to be developed with all stakeholders including communication about the positive aspects of change to this model.	Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities	The approach will enable communities to access more personalised support and as a result, will have more of a role in the design and delivery of services that they need.	Neutral		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?	<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>		Neutral		Choose an item.
<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>This proposal should assist the Council in reducing its carbon footprint through a reduction in car fuel emissions.</p>	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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<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>	<p>People will be supported to regain or maintain independence and therefore become more resilient and self-reliant in terms of meeting needs</p>	<p>Good</p>		<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>People will be able to use Direct Payments more proactively and access local resources with the support of a Strength-based approach</p>	<p>Neutral</p>		<p>Choose an item.</p>
<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>		<p>Neutral</p>		<p>Choose an item.</p>
<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>		<p>Neutral</p>		<p>Choose an item.</p>

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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
<i>Opportunities to promote the Welsh language</i>		Neutral		Choose an item.
<i>Welsh Language impact on staff</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>	People will be enabled to remain in their own homes supported to regain or maintain independence	Good	Access to local resources via the e-marketplace will help achieve this goal. This needs to be supported with appropriate stakeholder engagement to ensure that as many people as possible can utilise this online service.	Good
<i>Disability</i>	People will be enabled to remain in their own homes supported to regain or maintain independence	Good	Access to local resources via the e-marketplace will help achieve this goal. This needs to be supported with appropriate stakeholder engagement to ensure that as many people as possible can utilise this online service.	Good
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		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?	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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	This objective will satisfy the direction of travel for people who prefer to stay in a setting familiar to them eg their own homes and become more resilient by being supported to regain or maintain independence through short term time limited support.	Good		Choose an item.
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	Collaborative working with care managers and other stakeholders including Third Sector partners will be key to the delivery of this, through integration and better working with providers and other third sector partners.	Good		Choose an item.
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	Collaborative working with care managers and other stakeholders including Third Sector partners will be key to the delivery of this, through integration and better working with providers and other third sector partners.	Good		Choose an item.
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	This contributes to Early Intervention and Prevention work which seeks to enable people to remain independent for longer and minimise the need for more intensive supports.	Good		Choose an item.
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>	The proposed new approach will be developed and delivered with the inclusion of PTHB and Third Sector partners.	Good		Choose an item.

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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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Socio economic opportunities may arise within communities to support people at home via third sector organisations/ private providers, utilising Direct Payments.	Good		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce	It is essential that this proposal is being developed and delivered with PCC operational colleagues.	Neutral	Early inclusion of PCC staff.	Good
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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Ensure that rollout is effectively project managed, to include robust communication, engagement and support.

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

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

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Risk that service users do not embrace the approach	Medium	Work on public communication and cultural changes required to be delivered as above	Medium
Risk to timescale of delivery	Medium	External capacity/knowledge would need to be sought to meet timescales set	Medium
	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:
<p>This proposal seeks to further embed our direct payments offer, by making direct payments easy to understand and use, through effective communications and engagement, and easy to use self service options. The risk to the community is low but a sustained and well planned communications and engagement will be needed to promote the benefits of direct payments to both residents and adult services staff. The proposal is in line with the Social Services and Wel-being Act Wales (2014) which promotes independence and flexibility and choice around care.</p>	

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

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

Social Care Wales has a useful guide on direct payments, including [“myths and facts about direct payments.”](#) Resources such as this will inform our communications and engagement.



VW Plus
Overview.pptx

12. On-going monitoring arrangements?

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

Supervision of Social Care staff, panel and budget holder accountability, Operational SMT through to ASC financial monitoring mechanisms.

Please state when this Impact Assessment will be reviewed.

Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Martin Heuter		
Head of Service:	Dylan Owen		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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Service Area	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 5- Double to single handed care						
Outline Summary / Description of Proposal							
To invest in additional occupational therapy capacity to review and right size existing care packages. There is well established evidence that such investment would deliver significant returns in terms of both cost savings, and cost avoidance, as well as releasing care capacity and achieving better outcomes for service users.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£400,000	£400,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	This additional resource will be used to assist us in furthering our strengths-based approach to reviews.

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**

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		Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	The proposal will help ensure that care packages are right-sized and that the independence of people who use our services is maximised.	Good		Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities		Neutral		Neutral

Source of Outline Evidence to support judgements

[Research](#) has shown that misconceptions regarding moving and handling, insufficient knowledge of specialist equipment, and an inflexible approach to care can lead to too much generalisation regarding the perceived need for two carers as opposed to one. There is evidence to suggest that a greater involvement of occupational therapists in the right-sizing of care packages through strengths based reviews can help to optimise peoples' independence, with a resulting saving in domiciliary care costs.

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
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.		Neutral		Choose an item.
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).		Neutral		Choose an item.

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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 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>	<p>The proposal will help to ensure that people with care packages are receiving the right level of care, guarding against people becoming unnecessarily reliant on the care that they receive.</p>	<p>Good</p>	<p>To ensure that that there is a speedy implementation of OT recommendations so that care and support plans can be updated in a timely manner.</p>	<p>Good</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>		<p>Neutral</p>		<p>Choose an item.</p>
<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>		<p>Neutral</p>		<p>Choose an item.</p>
<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><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>		<p>Neutral</p>		<p>Choose an item.</p>
<p><i>Opportunities to promote the Welsh language</i></p>		<p>Neutral</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
<i>Welsh Language impact on staff</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>	People will be supported to maintain or enhance their independence	Good		Good
<i>Disability</i>	The proposal will enable more people with physical disabilities to live as independently as possible in their own homes.	Good	To ensure that that there is a speedy implementation of OT recommendations so that care and support plans can be updated in a timely manner.	Good
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.

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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.	This proposal will enable people to maximise their independence and will help ensure that care reviews result in sustainable care and support plans that promote longer term independence wherever possible.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Collaborative working between occupational therapists and other practitioners to ensure care provision is proportionate and appropriate.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.		Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	Investing in this resource will help to guard against overprovision of care.	Good		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.		Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

Cyngor Sir Powys County Council

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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		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce		Neutral		Good
Source of Outline Evidence to support judgements				
Occupational therapists are trained to work in a “whole person” way to both mental and physical health and wellbeing. As a result, they play a vital role in our system in assisting those that we support to achieve their full potential.				

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

Severity of Impact on Communities	Scale of impact	Overall Impact
Medium	Low	Low
Mitigation		
Ensure that any proposed changes are reflected in timely changes to care and support plans. Ensure, through effective support and monitoring that relevant staff have the necessary training and confidence to conduct any moving and handling in a safe and dignified manner.		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Medium	Medium
Mitigation		
Ensure that any proposed changes are reflected in timely changes to care and support plans. Ensure, through effective support and monitoring that relevant staff have the necessary training and confidence to conduct any moving and handling in a safe and dignified manner.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
There is a risk that we are unable to recruit suitable OTs into the right sizing posts	Medium	Work alongside recruitment colleagues to ensure that job to ensure that opportunity is advertised across a wide range of recruitment networks.	Low
There is a risk that the work will not achieve proposed savings targets	Medium	To ensure that savings intentions are realistic and informed by work undertaken by other Local Authorities. To ensure that the occupational therapists work closely with practitioners to ensure that moving and handling provision is appropriate. To ensure that the occupational therapists are given the protected time to support others in developing their strengths based practice.	Medium
	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:
There is well established evidence that an investment in occupational therapy resource can deliver significant returns in terms of both cost savings, and cost avoidance, if OTs are used to review new and existing double handed care packages. The proposal has the added benefit of releasing care capacity. This extra capacity can then be used in a more targeted way, which will assist with our ongoing efforts of discharging people from hospital in a timely manner.	

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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Impact Assessment (IA)

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12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Robust project management approach involving both commissioning and operational staff.
Please state when this Impact Assessment will be reviewed.
Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Rachel Williams		
Head of Service:	Michael Gray		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 9- Recommissioning and decommissioning						
Outline Summary / Description of Proposal							
Working in partnership with service providers to review the way services are delivered in Powys to ensure that such services are accessible, of the right quality and at an affordable cost for all people who need to arrange their support. Alongside this, and to generate further efficiencies we will continue to promote reablement and recovery throughout all services to ensure that resulting support packages are appropriate. Our commissioning will be underpinned by a set of clear principles that support the health and care priorities within our Vision 2025:							
<ul style="list-style-type: none"> - Most cost effective means of achieving outcomes - Utilising the most appropriate resource to meet needs - Ensuring that our commissioned services promote wellbeing as set out by Welsh Government to tangible effect - Stimulating a diverse range of appropriate services and organisations (including social enterprises) to ensure that the market for care in Powys remains vibrant and sustainable. 							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£879,000	£382,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
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No consultation required (please provide justification)	The proposal relates to ensuring that we are funding the right levels and right forms of care. No consultation will be required.
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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**

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		Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	The proposal will ensure that we are providing the right levels of care that enable people to maintain or increase their independence.	Good		Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities		Neutral		Neutral

Source of Outline Evidence to support judgements

In line with the Council's commissioning cycle, we have identified opportunities to deliver outcomes differently, as well as alternative models of delivery.

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
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.		Neutral		Choose an item.
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).		Neutral		Choose an item.
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. 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.	The proposal will help ensure that we do what matters for individuals quicker within the community, which will help guard against unnecessary referrals into longer term care teams.	Good		Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.		Neutral		Choose an item.

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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 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>		Neutral		Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>		Neutral		Choose an item.
<i>Opportunities to promote the Welsh language</i>		Neutral		Choose an item.
<i>Welsh Language impact on staff</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>	People will be supported to maintain or enhance their independence	Good		Good
<i>Disability</i>		Neutral		Neutral
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.

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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
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.

Cyngor Sir Powys County Council

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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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	This proposal will enable people to maximise their independence and will help ensure that people receive the right form and level of support that enables them to achieve what matters to them.	Good	.	Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	Collaborative working with commissioned providers will enable the Council to work more creatively in supporting better outcomes for residents	Good		Good
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	Co-production is at the centre of commissioning decisions. As a result, service users will be engaged in decision making through our various forums.	Good		Good
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>		Good		Good
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>		Good		Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce		Neutral		Good
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
Medium	Low	Low
Mitigation		
<ul style="list-style-type: none"> - Ensure that service users are involved in commissioning decisions, in line with principles of co-production. 		

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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
Medium	Medium	Medium
Mitigation		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
	Choose an item.		Choose an item.
	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Commissioning works to ensure that when services are required, we are securing the most cost-effective means of achieving outcomes. By stimulating a diverse range of services and organisations, we believe that efficiencies can be made..	

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?
Please state when this Impact Assessment will be reviewed.

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Dylan Owen		
Head of Service:	Dylan Owen		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 3- Where People Live						
Outline Summary / Description of Proposal							
This proposal covers a number of housing and housing support related transformation projects that seek to provide improved outcomes for individuals, that are sustainable, that focus on progression, and that are future proofed.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£250,000	£200,000 + an additional £520,000 to address funding gap.	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public consultation required	Consultation with people who are in receipt of services, their families and supportive networks will be undertaken as necessary when it has been identified that people could be supported to progress into more independent accommodation.

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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**

N/A

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	There will be a greater use of community/third sector and independent providers of care.	Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	By focussing on the progression of individuals, we will help to ensure that housing and related support enables people to maximise their independence	Good		Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities	People with have access to housing and support that promotes, wherever possible their independence and progression	Good		Good

Source of Outline Evidence to support judgements

According to the Joint Commissioning Strategy for Adults with a Learning Disability 2015 – 2020:

‘Powys has over 90 people in placements outside of the county and enabling the people who wish to return to the county is a key local ambition because they can be extremely expensive, hard to monitor as they are usually at a distance from the commissioning authority and can be of low quality.

‘Furthermore, it is felt that the greater the reliance on specialist services, the more likely it is that competency to manage behaviours that challenge within general learning disability services decreases and specialist services have to respond to an increasing volume of referrals.’

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>		Neutral		Choose an item.
<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>		Neutral		Choose an item.

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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
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. 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.	Bu ensuring the right provision, and right level of support, individuals' living environment will lead to an improved quality of life.	Good		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.		Neutral		Choose an item.
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. Human Rights - is about being proactive (see guidance) 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.		Neutral		Choose an item.
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.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language		Neutral		Choose an item.
Opportunities to promote the Welsh language		Neutral		Choose an item.

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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
<i>Welsh Language impact on staff</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>	People will be supported to maintain or enhance their independence	Good		Good
<i>Disability</i>	Given the right combination of support, people will have improved confidence to step down into less intensive forms of support, which will in turn help to guard against intrusive placements.	Good	This approach will require a sustained period of engagement with residents, their families, staff and providers, so that a shared vision for more independent living options can be embedded operationally.	Good
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.

Cyngor Sir Powys County Council

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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.	This objective will satisfy the direction of travel for people who prefer to stay in a setting familiar to them eg their own homes and become more resilient by being supported to regain or maintain independence.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Collaborative working with stakeholders will be key to the delivery of this, through integration and better working with providers and other third sector partners.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Collaborative working with stakeholders will be key to the delivery of this, through integration and better working with providers and other third sector partners.	Good	We will monitor usage to ensure that the technology is understood	Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	By identifying step down options for individuals, the proposal will help ensure that we are providing a form and level of care that maximises independence.	Good		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.		Neutral		Choose an item.

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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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce	It is essential that this proposal is being developed and delivered with PCC operational colleagues.	Neutral	Early inclusion of PCC staff.	Good
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
Medium	Low	Low
Mitigation		
Ensure that any changes are effectively project managed, to include robust communication, engagement and ongoing support.		

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

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

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Risk that service users do not embrace the approach	Medium	Work on public communication and cultural changes required to be delivered as above	Medium
Risk to timescale of delivery	Medium	Ensure that adequate commissioning and operational resource is allocated to deliver the necessary changes.	Medium
	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:
This proposal responds to the fact that there are approximately 120 adults with a learning disability that reside in placement outside of the County. Enabling those who wish to return to Powys is a key priority. This is because out of county placements can be expensive, and hard to monitor as they are usually at a distance from the commissioning authority.	

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

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

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Robust project management approach involving both commissioning and operational staff.
Please state when this Impact Assessment will be reviewed.
Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Rachel Evans		
Head of Service:	Dylan Owen		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 7- Funding body review						
Outline Summary / Description of Proposal							
In line with guidance from Welsh Government regarding funding responsibilities and the need to ensure timely and fair decision making, adult services, alongside our partners will undertake a review of a number of decisions. These will relate to previous decisions, current funding cases still in discussion, all with a view to having shared clarity and cohesion on future decision making.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£1,734,000	£1,070,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	The proposal relates to ensuring that we are funding the right levels and right forms of care. No consultation will be required.

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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**

The proposal will not have an impact on internal partners in the Council.

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

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
The Economy We will develop a vibrant economy		Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	The proposal will contribute to greater professional convergence between the Council and its partners in relation to funding decisions about individuals.	Good	To continue or work with health partners to embed jointly owned decision making processes.	Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities		Neutral		Neutral

Source of Outline Evidence to support judgements

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

Cyngor Sir Powys County Council
Impact Assessment (IA)

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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>		Neutral		Choose an item.
<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>		Neutral		Choose an item.
<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>		Neutral		Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>		Neutral		Choose an item.

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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 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>		Neutral		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><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>		Neutral		Choose an item.
<p><i>Opportunities to promote the Welsh language</i></p>		Neutral		Choose an item.
<p><i>Welsh Language impact on staff</i></p>		Neutral		Choose an item.
<p><i>People are encouraged to do sport, art and recreation.</i></p>		Neutral		Choose an item.
<p>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).</p>				
<p><i>Age</i></p>	<p>People will be supported to maintain or enhance their independence</p>	Good		Good
<p><i>Disability</i></p>		Neutral		Neutral
<p><i>Gender reassignment</i></p>		Neutral		Choose an item.
<p><i>Marriage or civil partnership</i></p>		Neutral		Choose an item.

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Impact Assessment (IA)

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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
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	This proposal will enable people to maximise their independence and will help ensure that people receive the right form and level of support that enables them to achieve what matters to them.	Good		Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	Collaborative working between social services and health to ensure that funding responsibilities are clarified in a timely manner	Good		Good
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>		Neutral		Neutral
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>		Neutral		Neutral
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>		Neutral		Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

Cyngor Sir Powys County Council

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The integrated approach to support effective decision making



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		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce		Neutral		Good
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		

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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
Medium	Medium	Medium
Mitigation		
Continue to seek independent support on funding decisions from external expertise.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
	Choose an item.		Choose an item.
	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:

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?
Please state when this Impact Assessment will be reviewed.
Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Michael Gray		
Head of Service:	Michael Gray		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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Service Area	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 1- TEC						
Outline Summary / Description of Proposal							
To deploy assistive technology to support people to remain independent, with a focus on enabling virtual assessments in care homes where this is appropriate.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£45,000	£45,000	£45,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	The proposal will not result in a change to staff terms and conditions.

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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
N/A

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

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
The Economy We will develop a vibrant economy		Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	We will become more efficient in undertaking reviews of care packages, which could be undertaken jointly with other partners, through reducing mileage costs.	Good	We will track mileage reductions through virtual assessments to understand impact of the proposal.	Good
Learning and skills We will strengthen learning and skills	We will embrace new technology that enables us to meet resident needs in more cost effective ways	Good	Staff, patients and providers will be supported to understand any new technology so that benefits can be maximised.	Good
Residents and Communities We will support our residents and communities		Neutral		Neutral

Source of Outline Evidence to support judgements

The Council has identified an exciting product called [Ethel](#) to introduce in to Care Homes in the North of the County under the North Powys Wellbeing Programme in order for staff to undertake remote assessments.

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>	<p>By utilising technology, workers will be able to spend more time understanding and responding to the needs of residents, and less time travelling to and from venues.</p>	<p>Good</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>This proposal should assist the Council in reducing its carbon footprint through a reduction in car fuel emissions.</p>	<p>Good</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 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>	A reduction in travel time for staff should contribute to greater levels of wellbeing amongst our care workforce.	Good		Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</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> <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>		Neutral		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><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>		Neutral		Choose an item.
<p><i>Opportunities to promote the Welsh language</i></p>		Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
<i>Welsh Language impact on staff</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>		Neutral		Choose an item.
<i>Disability</i>		Neutral		Choose an item.
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> 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.	By embedding technology as an enabler, we will be creating the conditions for a more sustainable social care offer in the future.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	We will work closely with Powys care homes to ensure that we work in partnership to embed the approach.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	We will involve care homes, residents and their families through an initial trial, so that we take a collaborative approach to rolling out the approach.	Good	We will monitor usage to ensure that the technology is understood	Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.		Neutral		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.		Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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		Neutral		Choose an item.
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.		Neutral		Choose an item.
Impact on Powys County Council Workforce	Travel time for workers will reduce.	Good		Choose an item.
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
Medium	Low	Low
Mitigation		
Ensure that rollout is effectively project managed, to include robust communication, engagement and support.		

Cyngor Sir Powys County Council

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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
	Choose an item.		Choose an item.
	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
This proposal is deemed to be low risk with no risk to the community.	

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

What additional evidence and data has informed the development of your proposal?
https://www.ethelcare.co.uk/professional-care-providers/

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Impact on car mileage will be monitored.
Please state when this Impact Assessment will be reviewed.
Quarterly as part of CIP process.

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Chris Evans		
Head of Service:	Dylan Owen		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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Service Area	Adult Services	Head of Service	Michael Gray	Director	Alison Bulman	Portfolio Holder	Myfanwy Alexander
Proposal	IBP Proposal 10- Strengths based workforce						
Outline Summary / Description of Proposal							
The objectives set out in our adult services delivery plan provides us with a clear strategy on managing demand through our care system in Powys. We need to ensure that we have the right numbers of suitably trained staff, in the right places to deliver timely and appropriate care to those residents that require our information, guidance and support. We also need to ensure that we have structures in place that enable timely decision making and clear progression routes, in line with the Council's wider workforce futures strategy.							

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

Version	Author	Job Title	Date
1	Michael Gray	Head of Adult Services	02/09/19
2	Michael Gray	Head of Adult Services	30/12/2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£227,000	£100,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	It is likely that when the outcomes of a workforce review will necessitate changes in job descriptions and team structures. Staff consultation will therefore be required in line with our management of change policy.

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**

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		Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	The proposal will ensure that we have the right structure in place to promote effective and efficient strengths-based working across our health and care system.	Good	Ensure strong engagement with HR and staff throughout any change process. Ensure that any changes are informed by the true nature of demand, and not based on assumptions.	Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities		Neutral		Neutral

Source of Outline Evidence to support judgements

Our workforce strategy has a clear priority of ensuring that we have the right workforce which is stable and sustainable (priority 1, Adult Services Workforce Strategy). This means that we need the right people with the right skills in the right role, to effectively support adults in Powys who require our support.

Our business intelligence data allows us to better understand future demand for care in Powys and as a result, we need to design, remodel and implement any changes to adult social care structures to meet these demands.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.		Neutral		Neutral
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).		Neutral		Neutral
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. 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.		Neutral		Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.		Neutral		Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 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>		Neutral		Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>		Neutral		Choose an item.
<i>Opportunities to promote the Welsh language</i>		Neutral		Choose an item.
<i>Welsh Language impact on staff</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>	People will be supported to maintain or enhance their independence	Good		Good
<i>Disability</i>		Neutral		Neutral
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



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
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	This proposal will enable people to maximise their independence and will help ensure that people receive the right form and level of support that enables them to achieve what matters to them.	Good	.	Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	Collaborative working with will enable the Council to work more creatively in supporting better outcomes for residents	Good	Ensure strong engagement with HR and staff throughout any change process. Ensure that any changes are informed by the true nature of demand.	Good
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>		Neutral		Neutral
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>		Neutral		Neutral
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>		Neutral		Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

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Impact Assessment (IA)

The integrated approach to support effective decision making



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		Neutral		Choose an item.
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.	Safeguarding continues to be forefront of all decisions made to ensure that people are safe within their own homes.	Neutral		Choose an item.
Impact on Powys County Council Workforce		Neutral		Good
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
Medium	Low	Low
Mitigation		

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

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

Cyngor Sir Powys County Council

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Medium	Medium	Medium
Mitigation		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
There is a risk that any restructure does not take adequate account of the real nature of demand.	Medium	To work closely with respective teams, and with HR to ensure that decisions on team structures are based on true understanding of demand.	Low
Changes to team structures contribute to reduced morale within teams	Medium	Provide clear rationale for any changes and ensure that ample time for consultation is built into management of change process.	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:
Adult services, in line with our workforce strategy needs to ensure that we have the right mix of staff, with the right mix of skillsets, in the right places so that we can deliver effective care, underpinned by principles of strengths based working. By working alongside teams and HR to understand the real nature of demand into our services, we will make the necessary changes to ensure that our structures are fit for purpose.	

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?

Please state when this Impact Assessment will be reviewed.

Quarterly as part of the SIP process

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Michael Gray		
Head of Service:	Michael Gray		
Director:	Alison Bulman		
Portfolio Holder:	Myfanwy Alexander		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	Children’s Services	Head of Service	Jan Coles	Portfolio Holder	CLlr Rachel Powell
Proposal	Savings made by reduction in Agency Staff by the increase in recruitment of permanent social workers				
Outline Summary / Description of Proposal					
f - Agency no longer required following award of Market Supplement (Growth received re Market supplement in 20/21), as difficult to recruit posts will remain no longer vacant - £408,000					

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

Version	Author	Job Title	Date
V1	Holly Gordon	Senior Manager Safeguarding and Quality Assurance	06.01.2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£408,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Consultation is not required as it has no impact on permanent staff and a positive impact on children and young people

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input 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 outside the normal safer recruitment processes that will be adhered to					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

Cyngor Sir Powys County Council

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5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	This saving will mean a stable permanent workforce. Newly appointed permanent social workers may relocate to Powys which will be a benefit to the economy	Good	The relocation package will be part of all recruitment campaigns and also highlighted to newly recruited staff	Very Good
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Permanent social workers will give families, children and young people more stability and help to build positive relationships which will contribute positively to emotional wellbeing.	Very Good	N/A	Choose an item.
Learning and skills We will strengthen learning and skills	Permanent social workers will be given learning and development opportunities which will strengthen the workforce	Very Good	N/A	Choose an item.
Residents and Communities We will support our residents and communities	Permanent social workers will give families, children and young people more stability and help to build positive relationships which will contribute positively to emotional wellbeing.	Very Good	N/A	Choose an item.

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 a more positive impact or to 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>	<p>The reduction of agency social workers means that social work employment opportunities are available and being advertised locally and nationally. The market supplement and retention payment means that new and current permanent social workers in hard to appoint to operational teams will receive an additional one off payment. By appointing permanent staff, some of which may relocate to Powys or already living in Powys it will reduce the distances that are being travelled as many of the agency workers employed live outside of Powys and outside Wales.</p>	Very Good	N/A	Choose an item.
<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>	N/A	Choose an item.	N/A	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
<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>	<p>Permanent social workers will give families, children and young people more stability and help to build positive relationships which will contribute positively to emotional wellbeing.</p>	<p>Very Good</p>	<p>N/A</p>	<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Newly appointed permanent social workers may relocate to Powys, with their families and become part of the communities.</p>	<p>Good</p>		<p>Choose an item.</p>
<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>	<p>Permanent social workers will give families, children and young people more stability and help to build positive relationships and achieve better outcomes for children and young people. Permanent staff will follow the values and ethos of Powys Children’s Services and ensure that the voice of the child and young person is always heard.</p>	<p>Good</p>	<p>Robust recruitment processes are in place and appointments are only made to the right candidates who share Powys Children’s Services values.</p>	<p>Very Good</p>
<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. Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</p>				

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	All recruitment campaigns are bilingual and candidates have the option of having their interview conducted in Welsh.	Good	N/A	Choose an item.
<i>Opportunities to promote the Welsh language</i>	N/A	Choose an item.	N/A	Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Choose an item.	N/A	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Disability</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Gender reassignment</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Marriage or civil partnership</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Race</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Religion or belief</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Sex</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Sexual Orientation</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Pregnancy and Maternity</i>	Safer recruitment processes are followed that give equal opportunities for all.	Good	N/A	Choose an item.
<i>Socio-economic duty</i>		Choose an item.		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?	IMPACT 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?	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.	Ensuring a permanent skilled workforce	Good	N/A	Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Permanent social workers will be able to develop better working relationships with multi-agency colleagues which will benefit children and young people.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	N/A	Choose an item.	N/A	Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	A permanent skilled workforce will be better equipped to able to deliver a high quality service to the communities of Powys	Good	N/A	Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Permanent social workers will be able to develop better working relationships with multi-agency colleagues which will benefit children and young people.	Good	N/A	Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	This will have a positive impact on the workforce and ensure a permanent skilled workforce delivering a high quality service to the communities of Powys	Very Good	N/A	Choose an item.
Payroll: 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?	This will only impact on the agency social workers that are not on payroll but paid on contracts through an agency at a much inflated rate to permanent workers. It will also mean that current permanent staff already working in hard to recruit to frontline operational teams will receive an additional one off retention payment.	Good	N/A	Choose an item.
Welsh Language impact on staff	N/A	Choose an item.	N/A	Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	N/A – this is only about qualified social workers	Choose an item.	N/A	Choose an item.
Source of Outline Evidence to support judgements				
There will be no change to service delivery, this proposal is about reducing the current agency worker spend and stabilising the workforce.				

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

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
All communities in Powys	It has a positive impact as permanent social workers will be able to build relationships with families, children and young people and multi agency partners.	Moderate	N/A	Choose an item.	Agency social workers often leave at short notice and are only a temporary solution to social worker vacancies

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)
Unable to recruit qualified social workers as there is a national shortage. This has also been impacted by the COVID-19 pandemic	High	A range of recruitment campaigns are being continually developed by Children's Leadership Team and Corporate Communications	Medium

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
There is no negative impact to this proposal. A stable skilled workforce achieved by recruiting more permanent social workers will benefit the service, the council and the community.	

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

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

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The recruitment of social workers is continually reviewed by the Children’s Leadership and is an action in our IBP.
Please state when this Impact Assessment will be reviewed.
It will be reviewed quartley by CLT when updating and reviewing our IBP

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Holly Gordon		
Head of Service:	Jan Coles		
Portfolio Holder:	Cllr Rachel Powell		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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Service Area	Children's Services	Head of Service	Jan Coles	Portfolio Holder	CLlr Rachel Powell
Proposal	Savings made by changes to service provision and pump priming intervention and prevention services – savings brought forward from 20/21				
Outline Summary / Description of Proposal					
d - 20/21 bfwd Change in service provision of CLA - £328,000					
h - Bfwd 20/21 Change in service Pump Priming (as per 20/21 Savings remaining to achieve) - £70,000					

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

Version	Author	Job Title	Date
V1.0	Stephen Pearce	Senior Manager Intervention and Prevention	06.01.2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£398,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Consultation has already been undertaken with staff prior as part of restructure of the service in 2019

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input 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"/>					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

Cyngor Sir Powys County Council

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5. How does your proposal impact on Vision 2025?

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
The Economy We will develop a vibrant economy	N/A	Choose an item.	N/A	Choose an item.
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	<p>By investing in intervention and prevention services we are ensuring access to the right support at the right times to keep families together where possible and keep children safe.</p> <p>Intervention and prevention services intervene at the earliest opportunity to ensure children and young people do not suffer harm.</p> <p>Intervention and prevention work with multi-agency partners to support families and children and young people.</p>	Very Good		Choose an item.
Learning and skills We will strengthen learning and skills	<p>Within the intervention and prevention team there will be opportunities for training and development.</p> <p>There are a wide range of skilled staff within the service who work closely with all operation teams to share their knowledge and experience.</p>	Good		Choose an item.

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The integrated approach to support effective decision making



Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>Residents and Communities We will support our residents and communities</p>	<p>By investing in intervention and prevention services we are ensuring access to the right support at the right times to keep families together where possible and keep children safe.</p> <p>Intervention and prevention services intervene at the earliest opportunity to ensure children and young people do not suffer harm.</p> <p>The Intervention and prevention service provide placement stability support to children looked after and are part of the closer to home project.</p>	<p>Very Good</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?	IMPACT 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?	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>		Choose an item.		Choose an item.
<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>		Choose an item.		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
<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>	<p>By investing in intervention and prevention services we are ensuring access to the right support at the right times to keep families together where possible and keep children safe.</p> <p>Intervention and prevention services intervene at the earliest opportunity to ensure children and young people do not suffer harm.</p>	<p>Good</p>		<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Intervention and Prevention work as part of the closer to home project to keep children looked after close to their communities and networks.</p>	<p>Good</p>		<p>Choose an item.</p>
<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>	<p>By investing in intervention and prevention services we are ensuring access to the right support at the right times to keep families together where possible and keep children safe.</p> <p>Intervention and prevention services intervene at the earliest opportunity to ensure children and young people do not suffer harm.</p> <p>Intervention and Prevention work as part of the closer to home project to keep children looked after close to their communities and networks.</p> <p>Intervention and prevention services work with families and co-produce plans of support where the voice of child is priority.</p>	<p>Very Good</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i>				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	As part of the closer to home project children are enabled to live and grow in communities which represent their own language and culture. Families are actively offered the opportunity to work with the intervention and prevention service through the Welsh language.	Choose an item.		Choose an item.
Opportunities to promote the Welsh language		Choose an item.		Choose an item.
People are encouraged to do sport, art and recreation.	Intervention and prevention services work with children and families to support them to achieve their goals.	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
Age	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
Disability	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
Gender reassignment	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
Marriage or civil partnership		Choose an item.		Choose an item.
Race	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
Religion or belief	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
Sex	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
Sexual Orientation	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.

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Impact Assessment (IA)

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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>Pregnancy and Maternity</i>	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
<i>Socio-economic duty</i>		Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
Positive feedback on the service by CIW inspection visit in September 2020.

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
Sustainable Development Principle (5 ways of working)				
<p>Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</p>	<p>By investing in intervention and prevention services we are ensuring access to the right support at the right times to keep families together where possible and keep children safe.</p> <p>Intervention and prevention services intervene at the earliest opportunity to ensure children and young people do not suffer harm.</p> <p>Intervention and Prevention work as part of the closer to home project to keep children looked after close to their communities and networks.</p> <p>Intervention and prevention services work with families and co-produce plans of support where the voice of child is priority.</p>	Choose an item.		Choose an item.
	<p>Collaboration: Working with others in a collaborative way to find shared sustainable solutions.</p>			

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including:</i></p> <p>Unpaid Carers: <i>Ensuring that unpaid carers views are sought and taken into account</i></p>	<p>Intervention and prevention services work with families to co-produce plans of support where the voice of child is priority.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>
<p>Prevention: <i>Understanding the root causes of issues to prevent them from occurring including:</i></p> <p>Safeguarding: <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>By investing in intervention and prevention services we are ensuring access to the right support at the right times to keep families together where possible and keep children safe.</p> <p>Intervention and prevention services intervene at the earliest opportunity to ensure children and young people do not suffer harm.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>Intervention and prevention services work with multi-agency partners to ensure access to the right support at the right time for families.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>
<p>Powys County Council Workforce: What Impact will this change have on the Workforce?</p>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>
<p>Payroll: 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?</p>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Welsh Language impact on staff	N/A	Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	N/A	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				
<p><i>Positive feedback on the service by CIW inspection visit in September 2020.</i></p>				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement

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Powys communities	Positive impact as ensuring right support at the right time at the earliest opportunity to ensure children do not suffer harm.	Moderate	Continue to embed intervention and prevention services	Moderate	<p><i>Intervention and prevention services have had a positive impact on children and families since the services was launched in 2019.</i></p> <p><i>Positive feedback on the service by CIW inspection visit in September 2020.</i></p>
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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)
Already implemented no risks identified			

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:

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?

Intervention and prevention data is monitored as part of monthly service performance reviews.

Please state when this Impact Assessment will be reviewed.

Quarterly

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:			
Head of Service:			
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	Children’s Services	Head of Service	Jan Coles	Director	Alison Bulman	Portfolio Holder	Cllr Rachel Powell
Proposal	Savings made from the Closer to Home project						
Outline Summary / Description of Proposal							
<p>The proposal is a combination of the following:</p> <ul style="list-style-type: none"> - Development of Children’s homes in Powys - Bringing Children Looked After closer to home - Increasing our in house foster carers <p>b - 20/21 brought forward Placement Savings (as per 20/21 Savings remaining to achieve) - £381,000</p> <p>c - Full Year Effect of Part Year effect of 20/21 CHC savings + placements - £416,000</p> <p>e - Change in leaving care Provision (16 plus supported Accommodation - £951,000</p> <p>I – Reduction in staffing expenses/family time expenses due to ‘closer to home’ strategy - £10,000</p>							

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

Version	Author	Job Title	Date
V1	Audrey Somerton-Edwards	Senior Manager Corporate Parenting	08.12.20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£		£1,758,000	£	£

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3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Consultation is required with Foster Carers about the proposed changes to the financial and support offer. The first phase of consultation will be completed December 2019. The second phase of consultation will be completed Jan 20. Further consultation to be held in early 2021 with Foster Carers, when region and NFF have approved the harmonised fee structure.

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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	X	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No X					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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.					
There could potentially be an impact on Children's Services budget depending on the foster carer pay structure proposal agreed.					

4a Geographical Locations

What geographical area(s) will be impacted by the proposal? (Chose all those applicable)

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Powys	X	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

5. How does your proposal impact on Vision 2025?

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	The money currently being spent with private companies out of county will be spent on local foster carers in Powys. The proposal will also fund new jobs in Children's Homes in Powys	Good	Children are closer to home and maintain connections with families and communities and school placements	Good
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	The proposal will contribute to the improved emotional wellbeing of young people, who have access to local services and maintaining links to their family and community. The therapeutic Childrens Home will be a multi disciplinary team.	Good	Children are closer to home and maintain connections with families and communities and school placements	Good

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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>Learning and skills We will strengthen learning and skills</p>	<p>The proposal to open Children’s homes in Powys will provide career development and training opportunities in the wider social care workforce.</p> <p>The proposal will enable young people to become involved in education, training and employment in their local communities.</p> <p>Training packages will also be put in place for in house foster carers to ensure they have more of a therapeutic approach.</p>	<p>Good</p>	<p>Children are closer to home and maintain connections with families and communities and school placements</p>	<p>Good</p>
<p>Residents and Communities We will support our residents and communities</p>	<p>Children and young people will remain in their own communities.</p> <p>Increased facilities being provided in Powys and in local communities.</p>	<p>Good</p>	<p>Children are closer to home and maintain connections with families and communities and school placements</p>	<p>Good</p>

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The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Children placed out of county have poorer outcomes.

The work of the First Minister's Task Group has provided this evidence around children being placed out of county against children placed in their own communities.

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
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.	Children are closer to home and maintain connections with families and communities and school placements The proposal to open Children's homes in Powys will provide career development and training opportunities in the wider social care workforce. The proposal will enable young people to become involved in education, training and employment in their local communities. The option for young people to have apprenticeships within the Local Authority should be maximised so that as Corporate Parents we provide opportunities within the family firm.	Good	N/A	Choose an item.

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Impact Assessment (IA)

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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 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>The proposal to open Children’s homes in Powys will provide career development and training opportunities in the wider social care workforce. Also the potential development of people into qualified social worker</p> <p>The proposal will enable young people to become involved in education, training and employment in their local communities.</p>	Good	N/A	Neutral
<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>	<p>The proposal will contribute to the improved emotional wellbeing of young people, who have access to local services and maintaining links to their family and community.</p> <p>Developing therapeutic foster placements will contribute to the healthier wellbeing of people who have experienced care.</p>	Good	N/A	Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Children are closer to home and maintain connections with families and communities and school placements</p>	Good	N/A	Choose an item.

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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 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>	<p>This proposal will keep children in county and in country. It will promote a child's right to a family while maintaining close links to families and communities.</p> <p>Ensuring children and care leavers have connectivity so that they can maintain their global networks via social media or other platforms.</p>	Good	N/A	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><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>	<p>Children are enabled to live and grow in communities which represent their own language and culture.</p> <p>Active offer of Welsh language services to foster carers and children in care.</p>	Good	N/A	Choose an item.
<p><i>Opportunities to promote the Welsh language</i></p>		Choose an item.		Choose an item.
<p><i>People are encouraged to do sport, art and recreation.</i></p>	<p>Children are closer to home and maintain connections with families and communities and school placements</p>	Good	N/A	Choose an item.
<p>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).</p>				
<p><i>Age</i></p>	<p>This proposal supports the rights of all children.</p> <p>Making best efforts to represent the voice of the child in assessments and plans.</p>	Good	N/A	Choose an item.
<p><i>Disability</i></p>	<p>Making best efforts to represent the voice of the child in assessments and plans.</p>	Choose an item.		Choose an item.

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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
<i>Gender reassignment</i>	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>		Choose an item.		Choose an item.
<i>Race</i>	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
<i>Religion or belief</i>	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
<i>Sex</i>		Choose an item.		Choose an item.
<i>Sexual Orientation</i>	Making best efforts to represent the voice of the child in assessments and plans.	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>		Choose an item.		Choose an item.

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Source of Outline Evidence to support judgements

Children placed out of county have poorer outcomes.
The work of the First Minister's Task Group has provided this evidence around children being placed out of county against children placed in their own communities.

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.	Maintaining children in their family's limits disruptions and promotes stability throughout their lives.	Good	N/A	Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Working with multi agency partners and families to meet the needs of children	Good	N/A	Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Multi-disciplinary plans to maintain children within their communities	Good	N/A	Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Providing safe placements for children Children kept closer to home can be kept safer using local resources Particularly aware of issues around Child Exploitation and the vulnerability of CLA and Care Leavers.	Good	N/A	Choose an item.

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Impact Assessment (IA)

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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
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Integrating with multi agency partners. Increases close partnership sharing resources and working to meet a range of children and young people's needs.	Good	N/A	Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	Increase in job opportunities	Good	N/A	Choose an item.
Payroll: 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?		Choose an item.		Choose an item.
Welsh Language impact on staff		Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	The option for young people to have apprenticeships within the Local Authority should be maximised so that as Corporate Parents we provide opportunities within the family firm. Seek out partner agencies and other organisations who can offer apprenticeships.	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				

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
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Children placed out of county have poorer outcomes. This has been evidenced in the following:
 The work of the First Minister’s Task Group has provided this evidence around children being placed out of county against children placed in their own communities.
 A recent Childrens Commissioner for Wales paper on children placed out of County.
 The Waterhouse report – Lost in Care

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

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
<i>Children remaining in their communities will give a better and wider understanding of the issues of child vulnerability and the best way to support them.</i>	<i>Communities being able to offer support</i>	Choose an item.	Family Network Meetings to include community stakeholders will support families better.	Choose an item.	

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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)
Don't get capital funding and time limited posts which are slow to recruit into lose their funding.	Medium	Multiple bids to PCC and WG have been submitted	Medium
Can't recruit Staff	High	Extend the recruitment strategy to non social worker qualified children's workforce	Medium
Can't recruit foster carers	Medium	Improved offer to foster carers, additional resources to foster service and reduction of children looked after	Medium

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The overall impact of these changes is positive, both to children using services, the workforce and the wider communities.	

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

What additional evidence and data has informed the development of your proposal?
N/A Additional evidence will be providing through the cabinet reporting process as progress is made.

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Progress will be reviewed by CLT
The number of children who remain in County, educated in County and become gainfully employed in County will give us a good indication of outcomes and impact.
Please state when this Impact Assessment will be reviewed.
Quarterly

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Audrey Somerton-Edwards		
Head of Service:	Jan Coles		
Director:	Alison Bulman		
Portfolio Holder:	Clr Rachel Powell		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	Children’s Services	Head of Service	Jan Coles	Director	Alison Bulman	Portfolio Holder	Cllr Rachel Powell
Proposal	Shared Costs with partners for Placements for Children who are Looked After appropriately						
Outline Summary / Description of Proposal							
To ensure that the placement costs for children who are looked after are attributed appropriately across partners.							

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

Version	Author	Job Title	Date
V1	Sharon Powell	Senior Manager Care and Support	09.01.2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£380,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Consultation is not required as it has no impact on staff or any children and young people.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No <input type="checkbox"/>					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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	X	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

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5. How does your proposal impact on Vision 2025?

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	N/A	Choose an item.	N/A	Choose an item.
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	It will help to achieve an integrated health and social care provision	Neutral	N/A	Neutral
Learning and skills We will strengthen learning and skills	N/A	Choose an item.	N/A	Choose an item.
Residents and Communities We will support our residents and communities	N/A	Choose an item.	N/A	Choose an item.

Source of Outline Evidence to support judgements

There will be no change to service delivery, this proposal is about ensuring that the correct financing allocation is appropriate..

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>	N/A	Choose an item.	N/A	Choose an item.
<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>	Making better use of Children’s Services financial resources	Good	N/A	Neutral

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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
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. 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.	N/A	Choose an item.	N/A	Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Choose an item.	N/A	Choose an item.
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. Human Rights - is about being proactive (see guidance) 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.	N/A	Choose an item.	N/A	Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Opportunities to promote the Welsh language</i>	N/A	Choose an item.	N/A	Choose an item.

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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
<i>Welsh Language impact on staff</i>	N/A	Choose an item.	N/A	Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Choose an item.	N/A	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>	N/A	Choose an item.	N/A	Choose an item.
<i>Disability</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Gender reassignment</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Marriage or civil partnership</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Race</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Religion or belief</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Sex</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Sexual Orientation</i>	N/A	Choose an item.	N/A	Choose an item.
<i>Pregnancy and Maternity</i>	N/A	Choose an item.	N/A	Choose an item.

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Source of Outline Evidence to support judgements

There will be no change to service delivery, this proposal is about ensuring that the correct financial allocation.

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.	Ensuring correct financial allocations	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Increased working with partners.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.		Choose an item.		Choose an item.

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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
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The proposal will further increase integration with partners.	Good		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?		Choose an item.		Choose an item.
Payroll: 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?		Choose an item.		Choose an item.
Welsh Language impact on staff		Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				
There will be no change to service delivery, this proposal is about ensuring that the correct financial allocation				

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

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
	There will be no change to service delivery, therefore no impact on communities. This proposal is about ensuring correct financial allocation.	Choose an item.		Choose an item.	

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)
Unable to secure engagement from partners	Medium	Look to take legal steps	Medium

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
There will be limited impact as this proposal is to ensure correct financial allocation. There is no impact to those using services or the workforce.	

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

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

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12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
A review the findings of the independent report then put in place an action plan.
Please state when this Impact Assessment will be reviewed.
The action plan will be reviewed monthly at CLT.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Sharon Powell		
Head of Service:	Jan Coles		
Director:	Alison Bulman		
Portfolio Holder:	ClIr Rachel Powell		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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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	Economy and Digital Services	Head of Service	Diane Reynolds	Portfolio Holder	Clr Breeze
Proposal	Reducing small systems needing support				
Outline Summary / Description of Proposal					
Through the ICT system rationalisation/modernisation programme we will continue to decommission and/or negotiate the councils system contracts resulting in a reduction of system costs. This proposal will look to increase the current programme of work in order to make the additional savings required. This will require additional resource and re-prioritisation of ICT's existing work plan.					

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

Version	Author	Job Title	Date
1	Jonathon Evans/Ellen Sullivan	ICT Service Lead Operational Manager/ICT Professional Lead	4/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£53k	£	£53k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Systems that are used by service areas will require consultation

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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	Potentially	Education	Potentially	Legal and Democratic Services	Potentially
Children's Services	Potentially	Finance	Potentially	Property, Planning and Public Protection	Potentially
Commissioning	Potentially	Highways, Transportation and Recycling	Potentially	Transformation and Communications	Potentially
Digital Services	Potentially	Housing and Community Development	Potentially	Workforce and OD	Potentially
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? No					
Is Powys County Council the data controller? N.A					
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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral
Learning and skills We will strengthen learning and skills	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral
Residents and Communities We will support our residents and communities	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral

Source of Outline Evidence to support judgements
<ul style="list-style-type: none"> • System Rationalisation/Modernisation Business Case • System Rationalisation/Modernisation Project plans

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 a more positive impact or to 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>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</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><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
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. 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.	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
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. Human Rights - is about being proactive (see guidance) 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.	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i>				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
Age	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Disability	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Gender reassignment	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Marriage or civil partnership	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Race	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Religion or belief	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Sex	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Sexual Orientation	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Pregnancy and Maternity	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Socio-economic duty	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral

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Source of Outline Evidence to support judgements
<ul style="list-style-type: none"> • System Rationalisation/Modernisation Business Case • System Rationalisation/Modernisation Project plans <p>The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above well-being goals.</p>

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 a more positive impact or to 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.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Powys County Council Workforce: What Impact will this change have on the Workforce?	Staff capability and capacity to support the proposal i.e. Staff may require training/upskilling on new systems.	Neutral	Staff resource made available	Neutral
Payroll: 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?	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Welsh Language impact on staff	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Source of Outline Evidence to support judgements				
<ul style="list-style-type: none"> • System Rationalisation/Modernisation Business Case • System Rationalisation/Modernisation Project plans <p>The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above principles</p>				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
	<i>proposal has insignificant impact on residents</i>	Insignificant	<i>proposal has insignificant impact on residents</i>	Insignificant	<i>Judgements concluded through cross referencing the detail within the System Rationalisation Programme against potential impact on residents</i>

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)
ICT Resource to implement change (systems to rationalise/decommission)	6	Monitor resource requirements through effective Project plans, highlight changes in pace of change to the organisation	3
Lack of dedicated service area resource to support the change to their system	6	Awareness raising of the benefit of the work will be key	3
Lack of engagement and appetite of service areas to review current systems and support change	6	Ensure all those service areas affected are communicated/engaged with to support the change	3
Other planned 'digital/ICT work' will need to be postponed to focus on this additional work- this may have an impact on other service areas savings.	6	Re-prioritisation of current ICT work plan to effectively identify activity that can be re-prioritised with the least impact	3

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10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
<p>The overall judgement of this Impact assessment is 'positive' in contributing to the following:</p> <ul style="list-style-type: none"> • Reduction in Cost, support & maintenance requirement • Improved Integration between remaining systems • Maximise investment • Streamline IT portfolio and regain flexibility and adaptability • Better use of information (data library) • Service Improvement- Ensuring we have fit for purpose systems. <p>The overall risk identified in this impact assessment is 'Medium'. The need for adequate resource and the engagement and capacity of service areas is key to ensure the work is progressed.</p>		

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

What additional evidence and data has informed the development of your proposal?
<ul style="list-style-type: none"> • System Rationalisation Business Case • Project plans • Project closure reports • Evidence of reduction in contract costs

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitor Programmes progress. Continue to review contracts through the ICT Governance process.
Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date
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Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Impact Assessment Lead:	Ellen Sullivan		
Head of Service:	Diane Reynolds		
Portfolio Holder:	CLlr Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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	Digital Services	Head of Service	Diane Reynolds	Director	Nigel Brinn	Portfolio Holder	Graham Breeze
Proposal	Recharge 1FTE Developer/Integrator to Transformation Funding						
Outline Summary / Description of Proposal							
<i>Detail of the proposal</i>							
Change in funding Source							
For the years 21/22, 0.5 FTE Project Manager which is currently funded by ICT base budget can be reallocated to the Grant funding as their work is dedicated to the Digital Powys Programme and WG grant funding for digital projects is currently available.							

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

Version	Author	Job Title	Date
1	Ellen Sullivan	Professional Lead	12/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
	£	£	£12k	£	£12k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No Impact to staff or customers

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?	<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
The Economy We will develop a vibrant economy	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.

Source of Outline Evidence to support judgements
n/a

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>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<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>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.

Cyngor Sir Powys County Council

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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
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. 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.	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
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. Human Rights - is about being proactive (see guidance) 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.	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
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.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
Opportunities to promote the Welsh language	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
<i>Welsh Language impact on staff</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		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>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Disability</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Gender reassignment</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Race</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Religion or belief</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Sex</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Sexual Orientation</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.

Source of Outline Evidence to support judgements

n/a

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.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		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.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.

Cyngor Sir Powys County Council

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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	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
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.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Impact on Powys County Council Workforce	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Source of Outline Evidence to support judgements				
n/a				

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		
n/a		

Cyngor Sir Powys County Council

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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		
n/a		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Commitment to alternative funding source for two years	Low	Transformation funding has been secured and committed	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The overall judgement of this Impact assessment is 'neutral'. There is no impact to staff, customers or citizens as the proposal relates to the reallocation of funding.</p> <p>The overall risk identified in this impact assessment is 'Low'. There is little risk in the reallocation of funding, as the funding source has already been confirmed.</p>	

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

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

12. On-going monitoring arrangements?

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

Monitoring of funding allocations will be ongoing.
Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Ellen Sullivan	E Sullivan	12/01/2020
Head of Service:	Diane Reynolds		
Director:	Nigel Brinn		
Portfolio Holder:	ClIr Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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	Economy and Digital Services	Head of Service	Diane Reynolds	Portfolio Holder	CLlr Breeze
Proposal	Creating efficiencies by automating the management of Freedom of Information requests				
Outline Summary / Description of Proposal					
The Council receives over 1,000 information requests a year, these need to be logged, acknowledged, and tasked appropriately to enable the provision of information enabling a response to be issued, including the application of relevant exemptions to disclosure. The process of managing requests requires monitoring to ensure that the information is supplied to the Information Compliance team to enable the drafting of responses, and that requests are handled in line with the specific legislation, and within timescales.					
The proposal explores the feasibility of developing automated processes and workflows to record requests, manage the process, and enable relevant reporting					

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

Version	Author	Job Title	Date
V1	Helen Dolman	Professional Lead Data Protection	15/12/2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£13K	£13k	£26k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Continuous through development

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	Yes	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					
Is Powys County Council the data controller? Yes <input checked="" type="checkbox"/> No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral
Learning and skills We will strengthen learning and skills	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral
Residents and Communities We will support our residents and communities	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral	<i>This proposal neither undermines nor contributes to this priority</i>	Neutral

Source of Outline Evidence to support judgements
Review of proposal against the well-being objectives

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>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>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	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>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	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>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	The proposal will maintain the ability for requests to be made and responded to in Welsh	Neutral	The proposal will maintain the ability for requests to be made and responded to in Welsh	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	The proposal will maintain the ability for requests to be made and responded to in Welsh	Neutral	The proposal will maintain the ability for requests to be made and responded to in Welsh	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Disability</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Gender reassignment</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Marriage or civil partnership</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Race</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Religion or belief</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Sex</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Sexual Orientation</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Pregnancy and Maternity</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral
<i>Socio-economic duty</i>	The proposal neither undermines nor contributes to this Well-being goal	Neutral	The proposal neither undermines nor contributes to this Well-being goal	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements
Review of proposal against the well-being goal

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 a more positive impact or to 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.	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	<i>This proposal neither undermines nor contributes to this principle</i>	Neutral	<i>This proposal neither undermines nor contributes to this principle</i>	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	This proposal neither undermines nor contributes to this principle	Neutral	This proposal neither undermines nor contributes to this principle	Neutral
Powys County Council Workforce: What Impact will this change have on the Workforce?	Members of the Information Compliance team will require training in the new automated processes	Neutral	Members of the Information Compliance team will be involved in the development of the automation	Neutral
Payroll: 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?	This proposal neither undermines nor contributes to this principle	Neutral	This proposal neither undermines nor contributes to this principle	Neutral
Welsh Language impact on staff	This proposal neither undermines nor contributes to this principle	Neutral	This proposal neither undermines nor contributes to this principle	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	This proposal neither undermines nor contributes to this principle	Neutral	This proposal neither undermines nor contributes to this principle	Neutral
Source of Outline Evidence to support judgements				
<p>Review of proposal against the principles Review of impact on workforce with Information Compliance Team .</p>				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
	<i>The proposal has insignificant impact on residents</i>	Insignificant	<i>The proposal has insignificant impact on residents</i>	Insignificant	<i>Responses to requests for information will be developed and issued in the same way</i>

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)
That the automation will not deliver the efficiencies required	3	The Information Compliance team will be involved in the development of the automation	2
That requests for information get lost within the automation processes	4	Checks and testing of automation be carried out	2

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The overall judgement of this Impact assessment is 'neutral'.	
The main conclusion of this proposal is that there is a low risk that the efficiencies expected are not realised and that requests become lost within the automated process	

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

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

Cyngor Sir Powys County Council
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The integrated approach to support effective decision making



12. On-going monitoring arrangements?

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

The impact / risks will be monitored throughout the development of the automation

Please state when this Impact Assessment will be reviewed.

Upon completion of the development and testing

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Helen Dolman		15/12/20
Head of Service:	Diane Reynolds		
Portfolio Holder:	Cllr Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council
Impact Assessment (IA)

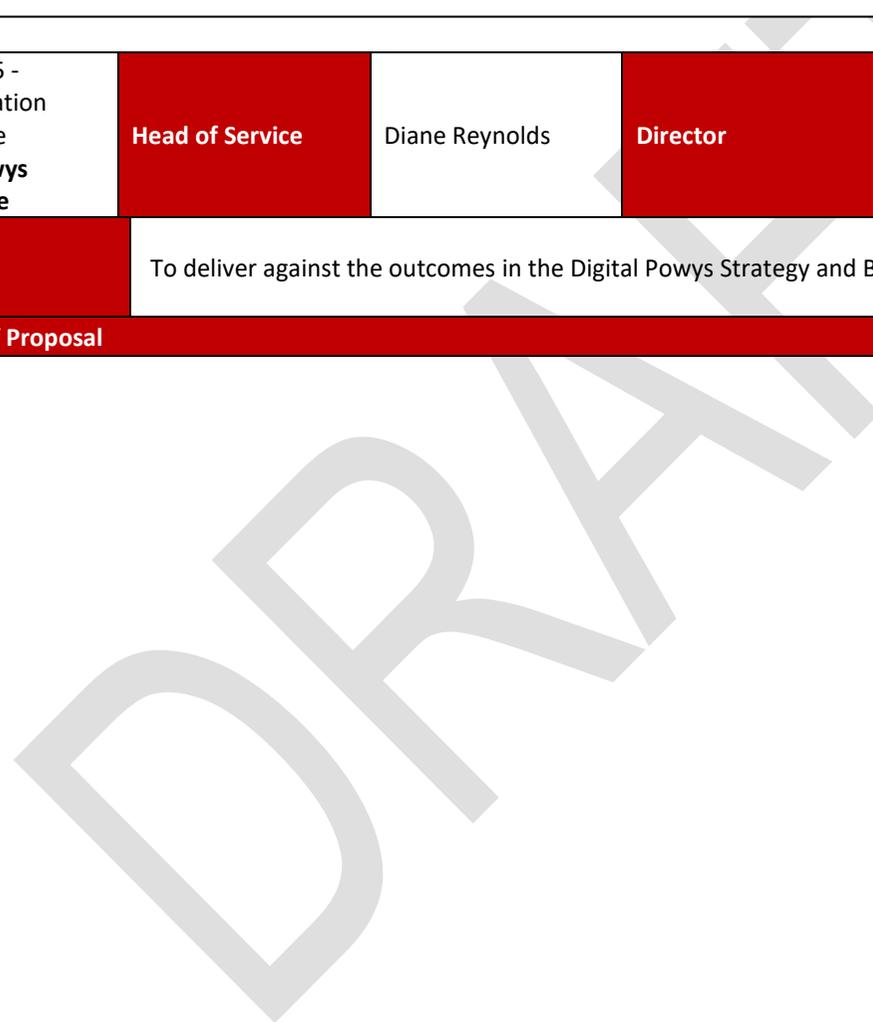
The integrated approach to support effective decision making



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	Vision 2025 - Transformation Programme Digital Powys Programme	Head of Service	Diane Reynolds	Director	Nigel Brinn	Portfolio Holder	Cllr Graham Breeze
Proposal	To deliver against the outcomes in the Digital Powys Strategy and Business Case.						
Outline Summary / Description of Proposal							



The way we work and live today is evolving fast, with digital technology having an impact on all our lives. Our resident's lives are changing and many public service users now expect access 24/7 to our services and that number is increasing all the time. It is widely recognised that public services need to radically transform to keep pace with the digital evolution and customer expectations as well as finding new ways to add value.

There is a strong case for transformation in Powys County Council. Demographic trends, rurality, financial pressures, a need to improve performance in key service areas are key drivers for change and all can to some extent be mitigated through the effective use of digital tools and technologies.

With reduced funding over the next 3 years and greater demand for services, we need to be innovative in the solutions we design for the future, harnessing the power of the data revolution and digital technology. Our Digital Transformation Programme will drive delivery of digital solutions whilst providing much needed financial savings. The programme has 5 key work streams (Customer Centred Digital solutions; Digital Workforce; Digital Infrastructure and Systems; Information Excellence and Digital Places)

This Impact Assessment is an aide in the decision-making process to move forward with the Councils "Digital Powys" Programme – Embracing digital technologies to improve our customers' experience. The programme is supported by the Digital Powys Strategy and a full Business Case. The programme aims to deliver the following:-

- We want to ensure our processes and interactions are designed around our customers and what they need.
- We want to develop our capability and capacity, creating leaders that are digitally focussed and develop the digital capability in our workforce and communities.
- We want to provide a fit, robust and safe infrastructure to support digital capability and an agile workplace.
- We want to use digital capabilities in decision making to enable value-driven choices, working closer with our partners and making our information open and accessible wherever possible.
- We want to work with stakeholders to create location – specific digital services across Powys to connect and support businesses, communities and individuals.
- We want to work with partners to maximise joint digital opportunities and improve data sharing capacity and capability for the benefit of our, businesses, communities and citizens.

Digital solutions will enhance our service offer alongside our traditional methods of access, which we will continue to offer, this will be important to many of our customers who perhaps do not have access to digital technology or would rather engage with us in person or over the phone.

Technology can enhance the lives of our residents, including the most vulnerable. As technology changes at pace we do not want to risk our residents becoming isolated and disadvantaged, we need to work with our communities to bridge this gap and ensure our residents and businesses are ready to maximise the potential of digital transformation.

The below statistics give an insight into digital trends.

National stats:

1. 90% of jobs nationally require digital skills to some degree
2. 65% of children entering primary school today will be working in roles that do not yet exist
3. 23% (12.6 million) of the UK population lacking basic digital skills. Of these, 49% are disabled, 63% are over 75 and 60% have no formal education qualifications
4. 58% of adults in Wales access the internet
5. Internet users in Wales spent an average of 21 hours online per week in 2016
6. 80.6% of Powys has superfast broadband coverage (lowest in Wales)
7. 28% of premises in Powys are unable to receive 10 mb/s (it would take an hour to download a HD quality movie)

Powys CC stats:

1. Reach 13.2k followers on our Twitter account
2. Reach 10.9k followers on our facebook account (69% women / 30% men, 25 – 54 is most popular age group)
3. 55% people access our website using a mobile device or tablet
4. 92,010 views for bin collections, 59,233 checking for emergency school closures, 47,629 school term dates and 45,608 searching for jobs (18/10/2018 - 18/10/19)
5. 26% people have a My Powys account (18 and over)

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

Version	Author	Job Title	Date
Draft 0.1	Kelly Watts	Customer Services Manager	30/10/2019
Draft 0.2	Kelly Watts	Customer Services Manager	12/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
	£200k	£ 400k	£400k	£ 400k	£1.25m

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation

<p>Public and Staff consultation required</p>	<p>A stakeholder analysis and engagement plan has been completed.</p> <p>As each of the work streams progresses into delivery, consultation will be considered for both internal staff and external stakeholders.</p> <p>Feedback has been received from Scrutiny Board Members.</p> <p>Internally, any consultation will follow the Councils Management of Change process.</p> <p>A Communications plan has been completed.</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, Corporate Parenting and Data Protection?)
PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY**

The Digital Strategy and the supporting Business Case is a council wide document and will have potential implications all service areas.

The programme has an EMT Senior Responsible Owner (SRO) who is the owner of the overall project.

The project is chaired by the SRO and will include representatives from front-line and corporate services. The project will have a lead project manager. The project board will consist of officers only, with accountability to elected members through the Transformation Board, the scrutiny will be provided by this board and the council scrutiny arrangements.

See above link to stakeholder and engagement plan.

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

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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
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<p>The Economy We will develop a vibrant economy</p>	<p><i>The Digital Powys Programme will support in delivering the council priority of :-</i></p> <ul style="list-style-type: none"> • <i>Providing support for businesses to grow</i> • <i>Improving skills and supporting people to get good quality jobs.</i> <p>The overall aim will be to work with stakeholders to create location-specific digital services across Powys to connect and support businesses, communities and individuals. We will do this by -</p> <ul style="list-style-type: none"> • Collaborating with universities, colleges and training providers to deliver digital technology focused courses • Collaborating with businesses to develop – Digital care sector- Digital apprenticeships • Working with partners to help those without broadband to connect to their home or business with the nearest mobile mast. • Create opportunities through a digital academy • Enable safe smart technology in schools and give pupils equitable access • Encourage start-ups and attract entrepreneurs in the technology sector and develop relationships in the digital sector • Support the creation of highly usable technology especially those linked with the carbon neutral technology • Support communities to gain digital skills using community facilities and libraries 	<p>Very Good</p>	<p>N/A</p>	<p>Very Good</p>
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	<ul style="list-style-type: none"> Encourage local companies to develop digital technologies that support our customers and tourism across the county <p>Through the Mid Wales Growth Deal extend broadband across the region and make the infrastructure of our towns smart using 5g capabilities</p>			

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<p>Health and Care We will lead the way in effective, integrated rural health and care</p>	<p><i>The Digital Powys Programme will support in delivering the council priorities of :-</i></p> <ul style="list-style-type: none"> • <i>Focussing on well-being</i> • <i>Early help and support</i> • <i>Providing joined up care</i> • <i>Developing a workforce for the future</i> • <i>Creating innovative environments</i> • <i>Developing digital solutions</i> <p>Our overall aim is to ensure that our processes and interactions are designed around our customers and want they need. We will do this by-</p> <ul style="list-style-type: none"> • Making all council services (that can be) available online, with digital as the default service supported by an “assisted digital” offer and alternative channels still available for those who need more help • End to end re-design of our services to be customer focussed • Utilise new technology to provide 24-hour customer support • Work with our digital champions throughout the county to develop relationships with residents and communities • Provide digital solutions which support independent living and promote well-being, ensuring that our services are accessible for all • Work with partners to provide a seamless link to provide information 	<p>Very Good</p>	<p>N/A</p>	<p>Very Good</p>
<p>Learning and skills We will strengthen learning and skills</p>	<p>The overall Digital Powys Programme will support in delivering the council priority:-</p> <ul style="list-style-type: none"> • Improving digital technology 	<p>Very Good</p>	<p>N/A</p>	<p>Very Good</p>

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	<p><u>Digital Workforce</u> Our aim is to develop our capability and capacity creating leaders that are digitally focussed and developing the digital capability in our workforce and communities. We will do this by-</p> <ul style="list-style-type: none"> • Increasing the number of leaders who are digitally focussed with networked, open collaborative behaviours and a passion to excel. • Increasing the digital capability of our workforce by investing and aligning our resources around digital demand. • Recruiting for digital excellence by developing a recruitment strategy that has a specific focus on digital capability • Collaborating with digital experts, colleges and Universities to support our 'grow our own' philosophy <p>Harnessing digital transformation ideas from across the organisation and provide support to embed these ideas</p> <ul style="list-style-type: none"> • Developing a network of Digital Champions within the organisation to help deliver training and embed change 			

<p>Residents and Communities We will support our residents and communities</p>	<p><i>The Digital Powys Programme will support in delivering the council priority:-</i></p> <ul style="list-style-type: none"> <i>Improve our understanding of our residents and improve service delivery</i> <p>Through our <u>Customer Centred Digital services</u> work stream we will-</p> <p>We will -</p> <ul style="list-style-type: none"> Ensure all council services that could be made available online, are available online, with digital as the default service supported by an “assisted digital” offer and alternative channels still available for those who need more help Design our services to be customer focussed Utilise new technology to provide 24-hour customer support Work with our digital champions throughout the county to develop relationships with residents and communities Provide digital solutions which support independent living and promote well-being, ensuring that our services are accessible for all Work towards standardising our services in line with the Government Digital Service (GDS) Work with partners to provide a seamless link to provide information <p>Through our <u>Information excellence</u> work stream we will-</p>	<p>Very Good</p>	<p>N/A</p>	<p>Very Good</p>
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	<ul style="list-style-type: none"> • Use data to ensure our resources are deployed where they are needed • Integrate data where appropriate • Give citizen the tools and data they need <ul style="list-style-type: none"> • Ensure personal data is processed in compliance with GDPR legislation. <p>Through our <u>Digital Places</u> work stream we will-</p> <ul style="list-style-type: none"> • Collaborate with universities, colleges and training providers to deliver digital technology focused courses • Collaborate with businesses to develop – Digital care sector- Digital apprenticeships • Work with partners to help those without broadband to connect to their home or business with the nearest mobile mast. • Create opportunities through a digital academy • Enable safe smart technology in schools and give pupils equitable access • Encourage start-ups and attract entrepreneurs in the technology sector and develop relationships in the digital sector • Support the creation of highly usable technology especially those linked with the carbon neutral technology • Support communities to gain digital skills using community facilities and libraries • Encourage local companies to develop digital technologies that support our customers and tourism across the county 			
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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
	Through the Mid Wales Growth Deal extend broadband across the region and make the infrastructure of our towns smart using 5g capabilities			

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Source of Outline Evidence to support judgements

- Medium Term Financial Plan (Budget Savings)
- Evidence of call reductions and benefit savings in processes that have already been transformed
- System Reboot: “Transforming Public Services through better use of digital” by Lee Waters, System Reboot
- Business requirements from our customers through engagement in our Well-being Assessment for Powys
- Listening to the requirements from our Service Leads Digital Progress
- Wales Digital First Strategy and latest findings from the current review of UK Digital Strategy
- Latest report from the professional network for digital leaders (SOCITM)
- Experts and Local Government (LG) Experiences through the LG Strategy Forum 2018
- Learning from private sector partners
- Smart Infrastructure paper
- Feedback from the digital strategy survey

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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
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<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 proposal will support the Prosperous Wales well-being goal by</p> <p><u>Economy</u> New business start-ups and relocations will increase.</p> <p>Local businesses benefit from good advice and support that help them thrive.</p> <p>We want to increase broadband across the region. Which will support in attracting entrepreneurs in the digital sector.</p> <p><u>Learning and Skills</u> High quality teaching and learning environments embrace new technology for the population.</p> <p>National statistics 90% of jobs nationally will require digital skills to some degree. 65% of children entering will be working in roles that do not exist yet.</p> <p>Therefore, our aims is to work with colleagues and universities to deliver the right courses, create opportunities.</p> <p><u>Environment</u> Powys County Council is the largest county in Wales and covers 2,000 sq miles, with a population of 132.5K. Reduce the requirements to travel to seek information and assistance. Reduce waste and paper usage, for example forms, leaflets, questionnaires.</p>	<p>Very Good</p>	<p>The digital Powys Programme will not achieve the goals working in isolation, the programme will need to engage and link to other programmes e.g. Digital First (PTHB) and PSB so we can work towards joint outcomes.</p>	<p>Very Good</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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
	Minimise carbon emissions and pollution Through reducing paper based information, including production of, transport and storage and deletion of material. As well as support the creation of highly usable technology especially those linked with the carbon neutral technology.			
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).	<ul style="list-style-type: none"> Support the creation of highly usable technology especially those linked with the carbon neutral technology 	Good		Good

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 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>	<ul style="list-style-type: none"> • People have good access to information, advice and assistance. • Technology enables people to care for themselves more easily and remain independent. 	<p>Good</p>	<p>The digital Powys Programme will not achieve the goals working in isolation, the programme will need to engage and link to other programmes so we are working towards joint outcomes.</p>	<p>Very Good</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Changing how we work</p> <ul style="list-style-type: none"> • Making best use of what we have and working in new, innovative ways to deliver our priorities for the benefit of the county’s residents and communities. • Our Digital place workstream will improve our digital capability supporting in connected digital communities. 	<p>Good</p>	<p>The digital Powys Programme will not achieve the goals working in isolation, the programme will need to engage and link to other programmes so we are working towards joint outcomes.</p>	<p>Very Good</p>

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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 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>	<p>It is considered that there will be no impact to Human Rights.</p>	<p>Neutral</p>	<p>The programme overall will have a positive impact.</p>	<p>Neutral</p>
<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>	<p>Any technology led changes will take into consideration the welsh language and ensure the same level of standards no matter when, where, or how you contact the council are the same whether that be in English or Welsh.</p>	<p>Very Good</p>	<p>We will need to ensure any changes will not have a detrimental impact on welsh language provision.</p>	<p>Very Good</p>
<p>Opportunities to promote the Welsh language</p>	<p>Welsh Language considerations will need to be factored into any changes for example IVR, Chat bots must be in available in Welsh, allowing our welsh speakers to have the same access channels available to them as English speakers.</p>	<p>Very Good</p>	<p>We will need to ensure any changes will not have a detrimental impact on welsh language provision.</p>	<p>Very Good</p>
<p>Welsh Language impact on staff</p>	<p>Any technology led changes will need to take into consideration welsh language standards and ensure adherence.</p>	<p>Very Good</p>	<p>Any internal processes will need to be available in welsh, for example data and analytics and any data accessible to our partners.</p>	<p>Very Good</p>

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
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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).				
Age	<p><u>DATA FROM THE OFFICE OF NATINAL STATISTICS</u></p> <ul style="list-style-type: none"> •Virtually all adults aged 16 to 34 years were recent internet users (99%), in contrast with 41% of adults aged 75 years and over. •Recent internet use among women aged 75 and over had almost trebled from 2011. <p>Although the data shows that internet usage drops in the older age categories, the proposal to digitally transform services and offer alternatives to traditional methods will mean that our staff have more time to spend with the residents that require additional support o access services.</p> <p><u>POWYS STATS</u> 10.9k followers on our face book account; (69%/30% men) 25-54 is most popular age group.</p>	Neutral	<p>Traditional methods of contacting the council will be maintained, for example telephony and face to face through our Library plus buildings.</p> <p>Digitally skilled face-to-face staff will be able to support those members of the population that may wish to utilise technology either in their own home or at our Library plus buildings.</p> <p>We will need to ensure we do not exclude any customers that have disabilities that will have a negative impact on them accessing Council services.</p> <p>We will need to think early about how users might access and use our services before we design or build anything.</p>	Very Good

<p>Disability</p>	<p>To meet government accessibility requirements, digital services must:</p> <ul style="list-style-type: none"> • meet level AA of the web content Accessibility Guidelines (WCAG 2.1) as a minimum • work on the most commonly used assistive technologies - including screen magnifiers, screen readers and speech recognition tools • include people with disabilities in user research • have an accompanying accessibility page that explains how accessible the service is. <p>Ensuring we meet government accessibility requirements, we will also then be meeting the new accessibility regulations that apply to public sector websites and apps.</p> <p>The full name of the new regulations is the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.</p> <p>New technology can create new pathways to communications. For example BSL (British Sign Language) could be accessed via video link for deaf users.</p> <p>Or, audio content facilitated through web technology for people with little or no sight.</p> <p>Or, text messaging facilities that remove the need to speak to someone.</p> <p>Age issues should be considered in relation to disability, as a significant number of people with</p>	<p>Neutral</p>	<p>Consideration will always be given to ensure we meet relevant accessibility requirements and that there is no detriment to access services for those that have a disability.</p> <p>Closer working with the right individuals to support in new design's for service delivery, for example the Sensory loss team, carers, social workers.</p>	<p>Very Good</p>
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	disabilities do so as part of the aging process, and conditions such as dementia can present new barriers to individuals.			
<i>Gender reassignment</i>	N/A	Unknown		Unknown
<i>Marriage or civil partnership</i>	The Governments Digital inclusion strategy suggests group defined as “never have, never will” are mostly in the older age category (although this reference is made in relation to employment), the ability to put mitigations in place may be limited if no family support is available.	Neutral		Neutral
<i>Race</i>	Internet access associated with race/ethnicity according to available data on the ONS web-site, in the general British population there appears to be slight differences. Data for Wales shows no figures for Asian, Black, Other with 89% being white. Digital could therefore disadvantage some ethnicities over others.	Unknown		Unknown
<i>Religion or belief</i>	No evidence to support how this proposal would affect religion/belief.	Unknown		Unknown
<i>Sex</i>	The introduction of broadband to a wider population may have a positive impact on the ability to work from home. This could benefit those individuals with childcare or caring responsibilities. Likely to be women.	Neutral		Good

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<i>Sexual Orientation</i>	No evidence to support how this proposal would affect sexual orientation.	Unknown		Unknown
<i>Pregnancy and Maternity</i>	Digital accessibility and digital by design may influence the ability to work flexibly. Generally, those within this age category are predominately internet users and could increase internet usage looking for information on pregnancy and maternity, as well as reducing isolation.	Very Good		Very Good

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Source of Outline Evidence to support judgements

- Digital Powys Programme risk register
- Government Digital Service
- EU Accessibility Directive
- Well-being Act
- Office of National Statistics

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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	The proposal supports future generations to meet their own needs through providing digital solutions to help them to remain independent for longer. Customers are able to access services from home.	Very Good		Very Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The proposal has the potential to work in partnership with others e.g. PTHB	Neutral	Where necessary and dependant on the process working with others will be considered.	Good
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	End to end process re-design utilising transformation methodology and principles puts customers at the heart of everything we do, providing our customers with much improved customer journeys. Customers are asked for feedback on their experiences and as required changes will be made to ensure the best possible service.	Very Good		Very Good

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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
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	By designing our processes to be intuitive and keep customers updated throughout their journey it will be less likely that customers will contact the council time and time again. By understanding customer requirements early and joining up customer information we will be able to have a holistic view of our customers and provide targeted prevention rather than wait until the customer reaches crisis point.	Very Good		Very Good
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>	Where necessary integration with partners will need to be considered.	Neutral	Where necessary integration with partners will be considered.	Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Our Digital places work stream will create opportunities for business start ups and ensuring individuals have the skills required to work in the digital sector, ensuring employment opportunities. Supporting businesses with to develop digital technologies that support our customers and can help build tourism, providing more jobs and opportunities for development.	Very Good		Very Good
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Will need to take into consideration.	Neutral	It may be necessary to consult	Good

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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
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who cannot protect themselves.	No methods of contacting the council will be removed, so all other options post, e-mail, phone, web, face to face will remain. New methods for example text, improved web chat will allow time to be freed to deal quicker with more complex and concerning contacts.	Neutral	N/a	Neutral
Impact on Powys County Council Workforce	In order to achieve the budget savings, it may be necessary to reduce the workforce or change the way in which the workforce carry out their duties.	Poor	In order to mitigate any potential job losses, a voluntary redundancy process and reduced hours will be instigated, there could be potential to reallocate staff or retrain.	Good
Source of Outline Evidence to support judgements				
<ul style="list-style-type: none"> Digital Powys Programme risk register Programme initiation document. 				

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		
The impact on our communities will be positive, consideration will be given to the councils priorities, well-being goals and principles, where mitigation to to reduce impact is required this will be considered on an individual basis based on the impact proposals above.		

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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
Medium	Medium	Medium
Mitigation		
<p>Successful implementation will be dependent on a number of key factors.</p> <ul style="list-style-type: none"> • Financial – the investment to support the change • Resources – The right skilled resources to progress the change • Capacity – the staff resources to deliver the change <p>The risks to delivery are to be managed through the Programme Governance Structure. Powys Digital Programme will report to the Transformation Board.</p> <p>All risks are detailed below</p>		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Financial envelope to support project.	High	Business case drafted to articulate investment needs demonstrate return on investment.	High
Capacity within services to deliver changes.	High	Work with services to realise benefits.	Medium
Capability and capacity to deliver developments.	High	Upskill / Train staff / Buy-in resource.	Medium
Developed/Up-skilled staff leave the authority.	High	Provide development and career opportunities.	High
Risk of delay, scope creep or duplication due to lack of clarity, vision, team roles, responsibilities, expectations.	Medium	Clear vision required and intended outcomes agreed at strategic level with partners and Board. PID clearly defined. Project scope considered at Transformation Delivery Board and agreed via formal project mechanism. Any changes to projects approved by Transformation Programme Board in line with change management approach.	Low

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Project overspends if costs are not understood early enough or controlled.	High	Expenditure approved in-line with procurement and financial management guidelines.	Medium
Project is stopped or proceeds in an adjusted manner due to lack of support from one or more of the partners involved.	Medium	Engagement Plan manages stakeholders to support decisions. Clear and agreed commitment from all partner organisations to the digital strategy and approach taken, as agreed in the project documentation. Regular effective briefings to partner organisations (PTHB, RPB). Ensure stakeholders are fully apprised of progress and developments.	Low
Project cannot deliver intended outputs or does not develop in-line with agreed timescales due to lack of resources to deliver all or part of the programme.	High	Project resource requirements articulated in the resource plan. Welsh Government funding and capital bid	High
Council's baseline budget does not support programme.	Medium	Ensure budget aligns in the next round of developing the MTFP.	Medium
Inefficient governance arrangements (delayed decision-making, or key meetings missed) can result in programme delay and additional costs.	Medium	Governance arrangements in place. Approval arrangements articulated and understood. Effective communication between partners and stakeholders to ensure project proceeds in-line with anticipated timescales. Effective, dedicated programme management support to ensure clarity of timescales and mechanisms required to deliver outputs.	Low
That digital technologies change at pace, delivery is slow and council is left behind.	Medium	Delivery of quick wins to build momentum and buy-in quickly. Ensure collaborative approach. Identify relevant individual's to support. Digital Champions.	Low
Identified efficiency savings not delivered through the Programme.	High	That "as is" baseline costs are established and budgets re-aligned to savings identified.	High
The organisation does not embrace the changes.	High	Engagement events at key points. Digital champions network to be established. Work-stream to deliver organisational change and support the programme.	High
The organisation needs to be clear on the level of ambition, too little ambition or trying to do too much will affect delivery.	High	The programme needs to be clear on delivery and exclusions. Development of Business case. Strategy document.	Medium

Overall judgement (to be included in project risk register)

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Very High Risk	High Risk	Medium Risk	Low Risk
		Medium	

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
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DRAFT

Our Vision: DIGITAL POWYS – Embracing digital technologies to improve our customers' experience

Digital Powys is the Council's digital transformation programme, one of eight programmes within the Council's Vision 2025 Transformation Programme. The Programme is underpinned by the Council's Digital Powys strategy.

Like many councils, Powys County Council is facing significant challenges in meeting changing customer expectations, managing increasing demand for services and modernising working practices whilst delivering against an increasing financial constraint. In the face of these challenges the Council needs to transform the way it works to provide high quality services and digital technology has a significant role to play.

With reduced funding over the next 3 years and greater demand for services, we need to be innovative in the solutions we design for the future, harnessing the power of the data revolution and digital technology. Our Digital Transformation Programme will drive delivery of digital solutions whilst providing financial savings.

The programme has 5 key work streams (Customer Centred Digital solutions; Digital Workforce; Digital Infrastructure and Systems; Information Excellence and Digital Places) which will deliver our transformation aims of ensuring Powys is a place where people can connect, communicate and access public services they need and want quickly and efficiently. We will be working with our partners to support the more vulnerable in our society to use digital tools and technologies that can help them stay independent. Equality of access is important and for those unable to access digital technologies we will continue to provide the traditional methods of communication, as well as exploring other communication methods to support our most vulnerable.

We will work with partners to improve connectivity across the county so that both local communities and businesses can thrive.

The programme will follow four key guiding principles for the project – customer centred, Digital first, safe and secure and working with our partners.

How does the proposal impact on the following areas:-

Council priorities

The strategy supports and helps to deliver the councils Vision 2025 (Corporate Improvement Plan), which has four key themes – the economy, health and well-being, lifelong learning and residents and communities.

Welsh Government Well-Being Goals

The proposal overall will have a positive impact on the Well-Being goals.

The Council's key guiding principles

The proposal overall will have a positive impact on the Councils key guiding principles.

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?
The Impact Assessment be reviewed and updated bi-monthly or sooner where significant impact on future service delivery. Where, there is impact on external customers and/or internal customers then on-going monitoring arrangements will need to be in place.
Please state when this Impact Assessment will be reviewed.
The Impact Assessment will continue to be reviewed and updated bi-monthly or sooner where significant impact on future service delivery is identified.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Kelly Watts		01/12/2020
Head of Service:	Diane Reynolds		05/12/2021
Director:	Nigel Brinn		
Portfolio Holder:	Graham Breeze		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

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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	Customer Services	Head of Service	Diane Reynolds	Director	Nigel Brinn	Portfolio Holder	Cllr Graham Breeze
Proposal	Cross cutting - Reduction of postage costs.						
Outline Summary / Description of Proposal							
A review of current printing, postage and scanning within the authority, has meant a move to an outbound mail solution to realise savings, through efficiencies in process, postage and stationary costs whilst ensuring compliance to data handling and reducing data breaches.							
Reduction in sending out hard copy post will have an impact across the authority and potential reductions in budgets has been identified.							

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

Version	Author	Job Title	Date
Draft 0.1	Kelly Watts	Customer Services Manager	12/01/21

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
	£	£47K	£47k	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	There will be no staff consultation required.

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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**

The proposal has the potential to impact on all services areas that send out mail.

Service areas will be involved in early discussions to reduce budgets for postage costs.

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	N/a	Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	N/a	Neutral	N/a	Neutral
Learning and skills We will strengthen learning and skills	N/a	Neutral	N/a	Neutral
Residents and Communities We will support our residents and communities	Customers will have the opportunity to still receive hard copy mail however as more digital solutions are explored this could be delivered in different ways including through My Powys account.	Good	Positive impact on customers – reduction in paper, carbon costs, quicker receipt of information.	Very Good

Source of Outline Evidence to support judgements

Medium Term Financial Plan (Budget Savings)
 Discussions with Suppliers on potential benefits and outcomes linked to the introduction of the outbound mail solution that has been implemented.

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
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.	N/A	Choose an item.	N/A	Choose an item.
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).	N/A	Choose an item.		Choose an item.

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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 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>	N/A	Choose an item.	N/A	Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	N/A	Choose an item.	N/A	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> <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>	N/A	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>	N/A	Choose an item.	N/A	Choose an item.
<p>Opportunities to promote the Welsh language</p>	N/A	Choose an item.		Choose an item.

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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
<i>Welsh Language impact on staff</i>	N/A	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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>		Choose an item.		Choose an item.
<i>Disability</i>		Choose an item.		Choose an item.
<i>Gender reassignment</i>		Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>		Choose an item.		Choose an item.
<i>Race</i>		Choose an item.		Choose an item.
<i>Religion or belief</i>		Choose an item.		Choose an item.
<i>Sex</i>		Choose an item.		Choose an item.
<i>Sexual Orientation</i>		Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>		Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
Reduced costs through introduction of outbound mail solution. Business Case has been completed.

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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.

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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	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
Impact on Powys County Council Workforce	N/A	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				
Business Case				

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		
No mitigation. Digital mail solutions will have an impact on our spend. Customers will see changes to receive mail through digital options an improvement.		

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

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Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		
No mitigation required.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
That due to legislation not all services will be able to utilise electronic mail/scanning facilities	Medium	Service Area will continue to have access to the councils print and post room.	Low
Not all correspondence can be sent electronically there will be pockets of citizens that will still wish to receive paper mail due to not having access to broadband	Medium	The council will still need to continue to offer alternative methods of communication to those citizens that cannot access electronic mail.	Low
The culture of the organisation may not be ready for change	Medium	Challenge services that potentially do not want to change working practices.	Low
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			LOW

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
To meet the budget savings outlined for 21-22 it will be necessary to reduce postage spend across the authority.	
Work is already underway to move to digital solutions including utilising the My Powys Account which should see an Impact on reducing spend.	

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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Current Structure.
 Current Budgets.
 MTFP
 Business Case from suppliers

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The Impact Assessment will continue to be reviewed and updated bi-monthly or sooner where significant impact on future service delivery is identified.
Where there is impact on external customers and/or internal customers then on-going monitoring arrangements will need to be in place.
Please state when this Impact Assessment will be reviewed.
The Impact Assessment will continue to be reviewed and updated bi-monthly or sooner where significant impact on future service delivery is identified.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Kelly Watts		12/01/21
Head of Service:	Diane Reynolds		12/01/21
Director:	Nigel Brinn		
Portfolio Holder:	CLlr Graham Breeze		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

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Service Area	Economy and Digital Services	Head of Service	Diane Reynolds	Portfolio Holder	Clr Breeze
Proposal	Cross Cutting Organisation Systems Rationalisation - Reducing small systems needing support				
Outline Summary / Description of Proposal					
Through the ICT system rationalisation/modernisation programme we will continue to decommission and/or negotiate the councils system contracts resulting in a reduction of system costs. This proposal will look to increase the current programme of work in order to make the additional savings required. This will require additional resource and re-prioritisation of ICT's existing work plan.					

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

Version	Author	Job Title	Date
1	Jonathon Evans/Ellen Sullivan	ICT Service Lead Operational Manager/ICT Professional Lead	4/12/20

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£75k	£	£75k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Systems that are used by service areas will require consultation

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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	Potentially	Education	Potentially	Legal and Democratic Services	Potentially
Children's Services	Potentially	Finance	Potentially	Property, Planning and Public Protection	Potentially
Commissioning	Potentially	Highways, Transportation and Recycling	Potentially	Transformation and Communications	Potentially
Digital Services	Potentially	Housing and Community Development	Potentially	Workforce and OD	Potentially
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? No					
Is Powys County Council the data controller? N.A					
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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral
Learning and skills We will strengthen learning and skills	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral
Residents and Communities We will support our residents and communities	<i>proposal neither undermines or contributes to this Objective</i>	Neutral	<i>proposal neither undermines or contributes to this Objective</i>	Neutral

Source of Outline Evidence to support judgements
<ul style="list-style-type: none"> • System Rationalisation/Modernisation Business Case • System Rationalisation/Modernisation Project plans

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 a more positive impact or to 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>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</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><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>
<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>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>	<p><i>proposal neither undermines or contributes to this Well-being Goal</i></p>	<p>Neutral</p>

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
Age	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Disability	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Gender reassignment	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Marriage or civil partnership	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Race	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Religion or belief	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Sex	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Sexual Orientation	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Pregnancy and Maternity	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral
Socio-economic duty	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral	<i>proposal neither undermines or contributes to this Well-being Goal</i>	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

- System Rationalisation/Modernisation Business Case
- System Rationalisation/Modernisation Project plans

The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above well-being goals.

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 a more positive impact or to 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.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Powys County Council Workforce: What Impact will this change have on the Workforce?	Staff capability and capacity to support the proposal i.e. Staff may require training/upskilling on new systems.	Neutral	Staff resource made available	Neutral
Payroll: 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?	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Welsh Language impact on staff	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	<i>proposal neither undermines or contributes to this principle</i>	Neutral	<i>proposal neither undermines or contributes to this principle</i>	Neutral
Source of Outline Evidence to support judgements				
<ul style="list-style-type: none"> • System Rationalisation/Modernisation Business Case • System Rationalisation/Modernisation Project plans <p>The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above principles</p>				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
	<i>proposal has insignificant impact on residents</i>	Insignificant	<i>proposal has insignificant impact on residents</i>	Insignificant	<i>Judgements concluded through cross referencing the detail within the System Rationalisation Programme against potential impact on residents</i>

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)
ICT Resource to implement change (systems to rationalise/decommission)	6	Monitor resource requirements through effective Project plans, highlight changes in pace of change to the organisation	3
Lack of dedicated service area resource to support the change to their system	9	No mitigation identified- Awareness raising of the benefit of the work will be key	6
Lack of engagement and appetite of service areas to review current systems and support change	9	Ensure all those service areas affected are communicated/engaged with to support the change	6
Other planned 'digital/ICT work' will need to be postponed to focus on this additional work- this may have an impact on other service areas savings.	6	Re-prioritisation of current ICT work plan to effectively identify activity that can be re-prioritised with the least impact	3

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10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The overall judgement of this Impact assessment is 'positive' in contributing to the following:</p> <ul style="list-style-type: none"> • Reduction in Cost, support & maintenance requirement • Improved Integration between remaining systems • Maximise investment • Streamline IT portfolio and regain flexibility and adaptability • Better use of information (data library) • Service Improvement- Ensuring we have fit for purpose systems. <p>The overall risk identified in this impact assessment is 'Medium'. The need for adequate resource and the engagement and capacity of service areas is key to ensure the work is progressed.</p>	

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

What additional evidence and data has informed the development of your proposal?
<ul style="list-style-type: none"> • System Rationalisation Business Case • Project plans • Project closure reports • Evidence of reduction in contract costs

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitor Programmes progress. Continue to review contracts through the ICT Governance process.
Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Impact Assessment Lead:	Ellen Sullivan		
Head of Service:	Diane Reynolds		
Portfolio Holder:	CLlr Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

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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	Digital Services	Head of Service		Director	Ness young	Portfolio Holder	James Evans
Proposal	Reduction in Contract costs (System Rationalisation Programme) 75k						
Outline Summary / Description of Proposal							
Reduction in Contract costs (System Rationalisation Programme)							
<p>Since 2015 Powys County Council has been rationalising their ICT systems via the System rationalisation Programme. This programme has, to date led to the decommissioning of over 60 systems, along with a reduction of a number of contract costs delivering savings to the organisation.</p> <p>Alongside System Rationalisation ICT have concentrated heavily on Contract Negotiation to remove costs where possible.</p> <p>This proposal continues the above work and it is estimated that the ICT budget funding many of these corporate contracts can be reduced by £75k year for 21/22.</p>							

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

Version	Author	Job Title	Date
1	Ellen Sullivan	Professional Lead- ICT	02/09/19
2	Ellen Sullivan	Professional Lead- ICT	11/01/21

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
		65k	65k	tbc	£130k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation

No consultation required (please provide justification)

Changes are to systems not services. Internal communication with service areas regarding the systems that they utilise take place within any system rationalisation/decommission.

DRAFT

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

Yes. The proposal to continue to reduce contract costs through the work within the System Rationalisation Programme does and will impact on other services areas (demonstrating a positive impact). The service areas that are utilising the systems that we are either rationalising or de-commissioning will be impacted, however before work commences, all effected services areas are consulted with and are engaged in the process.

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	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.

Source of Outline Evidence to support judgements

- System Rationalisation Business Case
- Project plans

It should be noted that this proposal does impact **Positively** against the ‘Making it happen’ Well-being Objective- Changing how we work, specifically- *To design and implement our digital transformation, setting the map for how the Council will take advantage of digital technologies to transform service delivery through the way we work, how we use information, support our customers, improve resident opportunities and help our businesses to compete.*

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>	<p><i>proposal neither undermines or contributes to this goal</i></p>	<p>Neutral</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><i>proposal neither undermines or contributes to this goal</i></p>	<p>Neutral</p>		<p>Choose an item.</p>

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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
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. 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.	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
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. Human Rights - is about being proactive (see guidance) 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.	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
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.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
Opportunities to promote the Welsh language	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.

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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
<i>Welsh Language impact on staff</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		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>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Disability</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Gender reassignment</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Race</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Religion or belief</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Sex</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Sexual Orientation</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	<i>proposal neither undermines or contributes to this goal</i>	Neutral		Choose an item.

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Source of Outline Evidence to support judgements

- System Rationalisation Business Case
- Project plans

The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above Well-being goals.

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.	The System Rationalisation Programme aims to support the digital needs of future generations.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Collaboration with service areas/organisations/suppliers are key to the System Rationalisation Programme to ensure that the most effective solutions are determined	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.		Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.		Neutral		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.		Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.

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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		Neutral		Choose an item.
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.		Neutral		Choose an item.
Impact on Powys County Council Workforce	The proposal aims to support a digital workforce where applicable.	Good		Choose an item.
Source of Outline Evidence to support judgements				
<ul style="list-style-type: none"> • System Rationalisation Business Case • Project plans <p>The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above principles.</p>				

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		
n/a		

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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	Medium	Low
Mitigation		
Continue to monitor progress/issues of the System Rationalisation Programme.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Resource to implement change (systems to rationalise/decommission)	Medium	Monitor resource requirements through effective Project plans, highlight changes in pace of change to the organisation	Low
Appetite of service areas to review current systems and support change	Medium	Ensure all those service areas affected are communicated/engaged with in order to support the change	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

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10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The overall judgement of this Impact assessment is ‘positive’ in contributing to the following:</p> <ul style="list-style-type: none"> • Reduction in Cost, support & maintenance requirement • Improved Integration between remaining systems • Maximise investment • Streamline IT portfolio and regain flexibility and adaptability • Better use of information (data library) • Service Improvement- Ensuring we have fit for purpose systems. <p>The overall risk identified in this impact assessment is ‘Low’. The need for adequate resource and the appetite to change is key. Mitigating actions have been identified which will lower the inherent risk from medium to low.</p>	

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

What additional evidence and data has informed the development of your proposal?
<ul style="list-style-type: none"> • System Rationalisation Business Case • Project plans • Project closure reports • Evidence of reduction in contract costs

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitor Programmes progress. Continue to review contracts through the ICT Governance process.
Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Ellen Sullivan	E Sullivan	02/09/19

Cyngor Sir Powys County Council
Impact Assessment (IA)

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Head of Service:	Diane Reynolds		
Director:	Nigel Brinn		
Portfolio Holder:	Clr Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	Customer Services	Head of Service	Diane Reynolds	Director	Nigel Brinn	Portfolio Holder	Cllr Graham Breeze
Proposal	Reduction of posts through Digital solutions – (reduction in Administrators supporting the post and reprographics service)						
Outline Summary / Description of Proposal							
A review of current printing, postage and scanning within the authority and the introduction of an outbound mail solution has enabled a reduction in posts.							
Currently 2.43 ftes reducing to 2 ftes.							

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

Version	Author	Job Title	Date
Draft 0.1	Kelly Watts	Customer Services Manager	12/01/21

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
	£	£16k	£16k	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Potential impact will be internal; therefore, no external consultation will be undertaken. The consultation will follow the Councils Management of Change process.

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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**

The proposal has no impact on service areas.

The introduction of the outbound mail solution has already been completed. The service areas have provided some positive feedback and there are several staff and areas using the solution. In December 20 approximately 900 mail pieces were sent out using the new system.

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	Potentially there will be a loss of jobs and therefore impact on the local economy.	Poor	Re-deployment Opportunity	Poor
Health and Care We will lead the way in effective, integrated rural health and care	N/a	Neutral	N/a	Neutral
Learning and skills We will strengthen learning and skills	N/a	Neutral	N/a	Neutral
Residents and Communities We will support our residents and communities	Customers will have the opportunity to receive mail via outbound mail solution and longer term through the Powys account.	Good	A positive impact on customers – reduction in paper, carbon costs, quicker receipt of information.	Very Good

Source of Outline Evidence to support judgements

Medium Term Financial Plan (Budget Savings)
 Discussions with Suppliers on potential benefits and outcomes
 Review of staffing and workload within the Service Area.

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>	<p>There is will be job losses which will impact on the economy.</p>	<p>Poor</p>	<p>Going through the management of change process will ensure a fair and structured process. There could be opportunities for staff to be redeployed, we will also be able to offer support in completing job applications and attending interviews.</p>	<p>Poor</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>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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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 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>	<p>Going through any change has the potential to impact on staff's mental well-being, there is potential for staff to suffer stress at this time.</p>	<p>Poor</p>	<p>In order to support staff through the process we will engage early and continually with staff. We can offer re-training and possible re deployment opportunities.</p>	<p>Poor</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>N/A</p>	<p>Choose an item.</p>	<p>N/A</p>	<p>Choose an item.</p>
<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>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>
<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>	<p>Loss of staff may have implications on welsh language provision.</p>	<p>Poor</p>	<p>Need to ensure any changes will not have a detrimental impact welsh language provision.</p>	<p>Poor</p>
<p>Opportunities to promote the Welsh language</p>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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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
<i>Welsh Language impact on staff</i>	N/A	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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>		Choose an item.		Choose an item.
<i>Disability</i>	Check no member of staff supporting another member of staff.	Unknown	To speak to line management to find out information.	Neutral
<i>Gender reassignment</i>		Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>		Choose an item.		Choose an item.
<i>Race</i>		Choose an item.		Choose an item.
<i>Religion or belief</i>		Choose an item.		Choose an item.
<i>Sex</i>		Choose an item.		Choose an item.
<i>Sexual Orientation</i>		Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>		Choose an item.		Choose an item.

Source of Outline Evidence to support judgements

Conversations with Managers will support in decision-making. Support to individual staff members will need to be identified.

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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Choose an item.	N/A	Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	As appropriate the public will be informed of new working practices	Neutral	Support given to those that need.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.	N/A	Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Reduction in staffing may have a detrimental impact on the local economy.	Neutral	There is no mitigation that can be offered by the service area, although the council has the potential to mitigate poverty by looking at other economical and viable solutions e.g. increasing tourism, supporting local businesses supporting our local residents to get back into work.	Poor
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Need to assess whether any staff are unpaid carers	Poor	Redundancy process will need to be followed and support offered to respond to questions regarding this.	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.	N/a	Neutral	N/a	Neutral
Impact on Powys County Council Workforce	To achieve the budget savings, it will be necessary to reduce the workforce. Potential to impact on the way that processes are undertaken and staff duties for the remaining staff.	Poor	To mitigate any potential job losses, a voluntary redundancy process, or reduced hours will be instigated, there could be potential to redeploy staff. Staff training will be undertaken for any new processes/work that needs to be fulfilled by the remaining staff.	Good
Source of Outline Evidence to support judgements				
Meetings with Staff members Redeployment Policy Redundancy Policy Stress Management Procedures Service Area training plans				

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

PCC: Impact Assessment Toolkit (March 2018)

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Severity of Impact on Communities	Scale of impact	Overall Impact
Low	Low	Low
Mitigation		
No mitigation required. Digital mail solutions will have an impact on our customers in a positive way, it will enable them to receive mail from us via another method rather than paper.		

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		
No mitigation required.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
That staff must go through change management process to support the proposal	Medium	That staff are fully engaged in the proposal and a solution is agreed to provide the best outcome.	Low
That staff reductions may mean that in times of sickness and leave the post room is unable to be covered	Medium	Both staff members are trained on all elements of work within the service. Management are aware and trained in working practices.	Low
That due to legislation not all services will be able to utilise electronic outbound mail solutions	Medium	Service Areas will still have the facility to use the post room for sending out mail.	Low
Not all correspondence can be sent electronically there will be pockets of citizens that will still wish to receive paper mail due to not having access to broadband	Medium	Service Areas will still have the facility to use the post room for sending out mail.	Low
The culture of the organisation may not be ready for change	Medium	Challenge services that potentially do not want to change working practices.	Low

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			LOW

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
<p>To meet the budget savings outlined for 21-22 it has been necessary to review current working practices (for in-coming, out-going mail and reprographics). This has identified a potential staff saving equating to £16k this post will be removed from the structure.</p>		

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

What additional evidence and data has informed the development of your proposal?
<p>Current Structure. Current Budget. MTFP Literature from suppliers Service working practices</p>

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
<p>The Impact Assessment will continue to be reviewed and updated bi-monthly or sooner where significant impact on future service delivery is identified.</p> <p>Where there is impact on external customers and/or internal customers then on-going monitoring arrangements will need to be in place.</p>
Please state when this Impact Assessment will be reviewed.
<p>The Impact Assessment will continue to be reviewed and updated bi-monthly or sooner where significant impact on future service delivery is identified.</p>

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Kelly Watts		12/01/21

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Head of Service:	Diane Reynolds		
Director:	Nigel Brinn		
Portfolio Holder:	Clr Graham Breeze		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

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	Schools and Inclusion / Education	Head of Service	Lynette Lovell	Strategic lead	Geraint Rees	Portfolio Holder	Cllr. Phyl Davies
Proposal	Reduction in the GDPR support for schools.						
Outline Summary / Description of Proposal							
The proposal is to reduce the GDPR support in schools, as the current level of support was introduced to support the initial work that was associated with the introduction of GDPR, however, this work has been undertaken, therefore the level of support provided by the Information Compliance team can be adjusted to reflect this.							

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

Version	Author	Job Title	Date
V1	Lynette Lovell	Interim Chief Education Officer	27-11-20
V1.1	Lynette Lovell	Interim Chief Education Officer	18/12/20
V1.2	Lynette Lovell	Interim Chief Education Officer	14/01/21

2. Profile of savings delivery (if applicable)

2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
£19,000	£0	£0	£0	£0	£19,000

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	This is a purchased service by Education. Considerations may need to be made elsewhere.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

This has an impact on the Information Compliance Team as this is a reduction from £100,000 to £81,000.

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

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
The Economy We will develop a vibrant economy	N/A	Neutral		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	N/A	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	Risk of personal information released to the public.	Poor	Ensure schools are fully aware of data protection requirements by providing online training that can be accessed by all.	Good

Source of Outline Evidence to support judgements

Schools will experience a reduction in the support they receive from the Information Compliance Team. Initially schools needed a high level of support when GDPR was introduced.

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
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.	N/A	Neutral		Choose an item.
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).	N/A	Neutral		Choose an item.
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.	N/A	Neutral		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	Ensures schools are aware of their responsibility to ensure personal data is protected.	Neutral	Online training for all school staff.	Good
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	N/A	Neutral		Choose an item.
<i>Opportunities to promote the Welsh language</i>	N/A	Neutral		Choose an item.
<i>Welsh Language impact on staff</i>	N/A	Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Neutral		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>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Disability</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Gender reassignment</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Marriage or civil partnership</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Race</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Religion or belief</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Sex</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Sexual Orientation</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good
<i>Pregnancy and Maternity</i>	Personal data is protected.	Good	Online mandatory training for all school staff.	Very Good

Source of Outline Evidence to support judgements
Budget monitoring with finance business partners (Budget code – 124103 RE500600)

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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Working successfully with the Information Compliance team to provide an effective service to schools.	Good	Online training packages will be introduced for all school staff.	Very Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	Ensuring personal data is protected.	Good	School staff through mandatory training will have a clear understanding in their responsibility to protect personal data.	Very Good
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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	N/A	Choose an item.		Choose an item.
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.	Ensure that the sharing of data is strictly within the data sharing protocols.	Neutral	Mandatory online training on Cyber security and GDPR provided to all schools.	Very Good
Impact on Powys County Council Workforce	N/A	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				
Current online training for all centrally employed staff is successful in ensuring staff have a full understanding of their responsibility under GDPR. Similar training, which is appropriately targeted to schools, needs to be rolled out to school based staff				

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		
School staff continue to be fully trained.		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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		
Low impact on service delivery.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Reduced support to schools	Low		Choose an item.
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Low risk.	

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?
Please state when this Impact Assessment will be reviewed.
New financial year (2021/22)

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lynette Lovell		
Head of Service:	Lynette Lovell		
Strategic lead	Geraint Rees.		
Portfolio Holder:	Clr Phyl Davies		

14. Governance

Decision to be made by	Portfolio Holder	Date required	

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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Service Area	Schools and Inclusion / Education	Head of Service	Lynette Lovell	Strategic leads	Geraint Rees	Portfolio Holder	Cllr. Phyl Davies
Proposal	Reduction in Schools Service contribution to Catering Management Team						
Outline Summary / Description of Proposal							
<p><i>This reduction proposal consists of two elements:</i></p> <p><i>a). As a result of school modernisation, which has seen the closure of 8 schools, which were replaced by 4, the allocation against these schools will be adjusted accordingly, and therefore reduced by 50%, which equates to £10,000.</i></p> <p><i>b). Reduce the remaining contribution to the Catering Management Team and the cost of the setting out of tables and chairs by £14,250 for each, totalling £28,500.</i></p>							

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

Version	Author	Job Title	Date
V1	Lynette Lovell	Interim Chief Education Officer	07/12/20
V1.1	Lynette Lovell	Interim Chief Education Officer	17/12/20

2. Profile of savings delivery (if applicable)

2021 - 22	2022-23	2023-24	2024-25	2025-26	TOTAL
£38,500	£0	£0	£0	£0	£38,500

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



No consultation required (please provide justification)	This is a purchased service by Education. Considerations may need to be made elsewhere
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Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

This proposal impacts the Catering service.

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

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
The Economy We will develop a vibrant economy	N/A	Choose an item.		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills	N/A	Choose an item.		Choose an item.
Residents and Communities We will support our residents and communities	N/A	Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
Budget monitoring with finance business partners.
Full evaluation of the current annual payment to the Catering service, including the split for different functions and individual schools.

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
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.	N/A	Choose an item.		Choose an item.
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).	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	N/A	Choose an item.		Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	N/A	Choose an item.		Choose an item.
<i>Opportunities to promote the Welsh language</i>	N/A	Choose an item.		Choose an item.
<i>Welsh Language impact on staff</i>	N/A	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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>	N/A	Choose an item.		Choose an item.
<i>Disability</i>	N/A	Choose an item.		Choose an item.
<i>Gender reassignment</i>	N/A	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>	N/A	Choose an item.		Choose an item.
<i>Race</i>	N/A	Choose an item.		Choose an item.
<i>Religion or belief</i>	N/A	Choose an item.		Choose an item.
<i>Sex</i>	N/A	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	N/A	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Budget monitoring with finance business partners.

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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Working alongside the schools Catering team to find sustainable solutions as the 'Transforming Education in Powys' programme is rolled out.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
Impact on Powys County Council Workforce	N/A	Choose an item.		Choose an item.
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		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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		
Low impact on service delivery.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Low risk.	

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?
Please state when this Impact Assessment will be reviewed.
New financial year (2021/22).

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lynette Lovell		
Head of Service:	Lynette Lovell		
Strategic lead	Geraint Rees		
Portfolio Holder:	Clr Phyl Davies		

14. Governance

Decision to be made by	Portfolio Holder	Date required	

FORM ENDS

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	Schools and Inclusion / Education	Head of Service	Lynette Lovell	Strategic lead	Geraint Rees	Portfolio Holder	Cllr. Phyl Davies
Proposal	<i>General reduction in spend including travel savings due to digital working.</i>						
Outline Summary / Description of Proposal							
<i>Continue to promote agile and remote working and reduce the amount of travel undertaken by Schools Service Officers, in line with the enhanced digital working methods that have been developed during the COVID-19 pandemic.</i>							

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

Version	Author	Job Title	Date
V1	Lynette Lovell	Interim Chief Education Officer	07.12.20
V1.1	Lynette Lovell	Interim Chief Education Officer	17.12.20
V1.2	Lynette Lovell	Interim Chief Education Officer	14.01.2021

2. Profile of savings delivery (if applicable)

2021 - 22	2022-23	2023 -24	2024-25	2025-26	TOTAL
£63,000	£0	£0	£0	£0	£63,000

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
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Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



No consultation required (please provide justification)	Reduction based on surplus budget due to reduced travel and increased digital working.
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Impact Assessment (IA)

The integrated approach to support effective decision making



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
N/A

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

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
The Economy We will develop a vibrant economy	N/A	Choose an item.		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills	N/A	Choose an item.		Choose an item.
Residents and Communities We will support our residents and communities	N/A	Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
Budget monitoring with finance business partners.

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
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.	A reduction in travel impacts positively on the carbon footprint created by Schools Service	Good	Continue to explore how to deliver services remotely where appropriate	Very Good
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).	N/A	Choose an item.		Choose an item.
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.	A reduction in travel impact positively on staff wellbeing	Good	Continue to explore how deliver services remotely where appropriate	Very Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	N/A	Choose an item.		Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	N/A	Choose an item.		Choose an item.
<i>Opportunities to promote the Welsh language</i>	N/A	Choose an item.		Choose an item.
<i>Welsh Language impact on staff</i>	N/A	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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>	N/A	Choose an item.		Choose an item.
<i>Disability</i>	N/A	Choose an item.		Choose an item.
<i>Gender reassignment</i>	N/A	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>	N/A	Choose an item.		Choose an item.
<i>Race</i>	N/A	Choose an item.		Choose an item.
<i>Religion or belief</i>	N/A	Choose an item.		Choose an item.
<i>Sex</i>	N/A	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	N/A	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	N/A	Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
Budget monitoring with finance business partners.

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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
Impact on Powys County Council Workforce	A reduction in travel impacts positively on staff wellbeing	Good	Continue to explore how deliver services remotely where appropriate	Very Good
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		

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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		
Low negative impact on service delivery.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Low risk.	

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?
Please state when this Impact Assessment will be reviewed.
New financial year (2021/22)

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lynette Lovell		
Head of Service:	Lynette Lovell		
Strategic lead:	Geraint Rees		
Portfolio Holder:	Clr Phyl Davies		

14. Governance

Decision to be made by	Portfolio Holder	Date required	
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FORM ENDS

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	Schools and Inclusion / Education	Head of Service	Lynette Lovell	Strategic leads	Geraint Rees	Portfolio Holder	Cllr. Phyl Davies
Proposal	Allocation of Compliance and Systems Spend to Schools Delegated Budget						
Outline Summary / Description of Proposal							
It is proposed that expenditure which is completely related to services for schools be reallocated to the delegated budget:							
<ul style="list-style-type: none"> • Copyright Licences • EVOLVE Support • Schools Management Information Systems Costs • Exam Fees (CATS) • GDPR Support 							
Total amount = £260,000 (max)							

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

Version	Author	Job Title	Date
V1	Lynette Lovell	Interim Chief Education Officer	11.01.2021

2. Profile of savings delivery (if applicable)

2021 -22	2022 - 23	2023-24	2024 -25	2025-26	TOTAL
£260,000	£	£		£	£260,000

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Choose an item.	Consultation required with Schools Budget Forum
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Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

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

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
The Economy We will develop a vibrant economy	N/A	Choose an item.		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills	Additional expenditure would be allocated against the schools delegated budget increasing their costs.	Poor	Work proactively with schools to ensure a cohesive approach to compliance and schools management information systems and mitigate any budget pressures as far as we are able.	Neutral
Residents and Communities We will support our residents and communities	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements
Budget monitoring with finance business partners.
Full evaluation of the expenditure.

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
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.	N/A	Choose an item.		Choose an item.
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).	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

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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
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.	N/A	Choose an item.		Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	N/A	Choose an item.		Choose an item.
<i>Opportunities to promote the Welsh language</i>	N/A	Choose an item.		Choose an item.
<i>Welsh Language impact on staff</i>	N/A	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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>	N/A	Choose an item.		Choose an item.
<i>Disability</i>	N/A	Choose an item.		Choose an item.
<i>Gender reassignment</i>	N/A	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>	N/A	Choose an item.		Choose an item.
<i>Race</i>	N/A	Choose an item.		Choose an item.
<i>Religion or belief</i>	N/A	Choose an item.		Choose an item.
<i>Sex</i>	N/A	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	N/A	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	N/A	Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
Budget monitoring with finance business partners.

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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Additional expenditure would be allocated against the schools delegated budget increasing their costs.	Poor	Work proactively with schools to ensure a cohesive approach to compliance and schools management information systems and mitigate any budget pressures as far as we are able.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
Impact on Powys County Council Workforce	N/A	Choose an item.		Choose an item.
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		
Low impact on communities.		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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		
Low impact on service delivery.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
N/A	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Low risk.	

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?
Please state when this Impact Assessment will be reviewed.
New financial year (2021/22).

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lynette Lovell		
Head of Service:	Lynette Lovell		
Strategic lead	Geraint Rees		
Portfolio Holder:	Cllr Phyl Davies		

14. Governance

Decision to be made by	Portfolio Holder	Date required	

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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Service Area	Finance	Head of Service	Jane Thomas	Director		Portfolio Holder	Cllr Aled Davies
Proposal							
<p><i>A reduction to the internal audit fee with SWAP – delivered through efficiencies and an agreed audit plan phased in over 2 years, no reduction in an appropriate level of audit work</i></p>							

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

Version	Author	Job Title	Date
V1	Anne Phillips	Deputy Head of Finance	20/12/20

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	TOTAL
£26.25k	£18.75k	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Non required as service delivery not affected, just a renegotiated fee

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
No impact on other service areas as the main audit areas continue to be delivered

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

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
The Economy We will develop a vibrant economy	N/A	Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Neutral		Neutral
Learning and skills We will strengthen learning and skills	N/A	Neutral		Neutral
Residents and Communities We will support our residents and communities	N/A	Neutral		Neutral

Source of Outline Evidence to support judgements

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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>	N/A	Neutral		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>	N/A	Neutral		Neutral
<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>	N/A	Neutral		Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	N/A	Neutral		Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	N/A	Neutral		Neutral
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	N/A	Neutral		Neutral
<i>Opportunities to promote the Welsh language</i>	N/A	Neutral		Neutral
<i>Welsh Language impact on staff</i>	N/A	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Neutral		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>	N/A	Neutral		Neutral
<i>Disability</i>	N/A	Neutral		Neutral
<i>Gender reassignment</i>	N/A	Neutral		Neutral
<i>Marriage or civil partnership</i>	N/A	Neutral		Neutral
<i>Race</i>	N/A	Neutral		Neutral
<i>Religion or belief</i>	N/A	Neutral		Neutral
<i>Sex</i>	N/A	Neutral		Neutral
<i>Sexual Orientation</i>	N/A	Neutral		Neutral
<i>Pregnancy and Maternity</i>	N/A	Neutral		Neutral

Source of Outline Evidence to support judgements

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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.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty:				
Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.
Unpaid Carers:				
Ensuring that unpaid carers views are sought and taken into account	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	N/A	Choose an item.		Choose an item.
Impact on Powys County Council Workforce	N/A	Neutral		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		

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
May reduce the ability to call on SWAP to do ad hoc audit work due to lack of resource	Low	Planning for audits and ability to reprioritise work to ensure important activities can be fast tracked if needed	Low

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
Low risk and impact on the Council.		

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

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

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Regular contract monitoring meetings between S151 and SWAP CEX to ensure core activities are delivered to deadline
Please state when this Impact Assessment will be reviewed.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Anne Phillips		
Head of Service:	Jane Thomas		
Director:			
Portfolio Holder:	Aled Davies		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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Service Area	Finance	Head of Service	Jane Thomas	Director		Portfolio Holder	Cllr Aled Davies
Proposal							
Finance savings relating to transferring card terminal payments to new supplier - Adelante (who provide and run the card terminal service, have set up the MIDs with a new bank ready for when we upgrade and change merchant providers in the process and use a new portal which we will need access to for reports, transaction info, etc.							

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

Version	Author	Job Title	Date
V1	Anne Phillips	Deputy Head of Finance	20/12/20

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	TOTAL
£54k	£	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Not necessary, savings part of an upgrade to the card terminal process

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

Service and public usage is not affected

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	N/A	Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Neutral		Neutral
Learning and skills We will strengthen learning and skills	N/A	Neutral		Neutral
Residents and Communities We will support our residents and communities	N/A	Neutral		Neutral

Source of Outline Evidence to support judgements

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

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	N/A	Neutral		Neutral
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).	N/A	Neutral		Neutral
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.	N/A	Neutral		Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Neutral		Neutral
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.	N/A	Neutral		Neutral
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.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	N/A	Neutral		Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
<i>Opportunities to promote the Welsh language</i>	N/A	Neutral		Neutral
<i>Welsh Language impact on staff</i>	N/A	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Neutral		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>	N/A	Neutral		Neutral
<i>Disability</i>	N/A	Neutral		Neutral
<i>Gender reassignment</i>	N/A	Neutral		Neutral
<i>Marriage or civil partnership</i>	N/A	Neutral		Neutral
<i>Race</i>	N/A	Neutral		Neutral
<i>Religion or belief</i>	N/A	Neutral		Neutral
<i>Sex</i>	N/A	Neutral		Neutral
<i>Sexual Orientation</i>	N/A	Neutral		Neutral
<i>Pregnancy and Maternity</i>	N/A	Neutral		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)				
<i>Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.
Impact on Powys County Council Workforce	N/A	Neutral		Neutral
Source of Outline Evidence to support judgements				

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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		

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
Reduced resilience & capacity within the Financial Services team	Medium	Re-alignment of roles and responsibilities of these posts within other posts within the service	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Low risk and impact on the Council	

Cyngor Sir Powys County Council

Impact Assessment (IA)

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

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

N/A

12. On-going monitoring arrangements?

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

Card terminal supplier discussions to ensure performance is as expected

Please state when this Impact Assessment will be reviewed.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Anne Phillips		
Head of Service:	Jane Thomas		
Director:			
Portfolio Holder:	Aled Davies		

14. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

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	Finance	Head of Service	Jane Thomas	Director		Portfolio Holder	Cllr Aled Davies
Proposal							
<p>Working with Council General Fund and the HRA to review the borrowing arrangements and consider separating out the pool without detriment to either In addition, undertake analysis with TM experts to review whether the MRP profiling of repayment should be changed and moved to an annuity basis for the life of the loans. Finance will help to facilitate savings for the Council from the changing the current borrowing arrangements</p>							

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

Version	Author	Job Title	Date
V1	Anne Phillips	Deputy Head of Finance	20/12/20

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	TOTAL
£200k	£	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No consultation required

Cyngor Sir Powys County Council

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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

Potential to impact the HRA, whilst trying to benefit the general fund, but we will ensure neither service is detrimented

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	N/A	Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Neutral		Neutral
Learning and skills We will strengthen learning and skills	N/A	Neutral		Neutral
Residents and Communities We will support our residents and communities	N/A	Neutral		Neutral

Source of Outline Evidence to support judgements

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

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.	N/A	Neutral		Neutral
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).	N/A	Neutral		Neutral
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.	N/A	Neutral		Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/A	Neutral		Neutral
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.	N/A	Neutral		Neutral
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.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	N/A	Neutral		Neutral

Cyngor Sir Powys County Council

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The integrated approach to support effective decision making



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
<i>Opportunities to promote the Welsh language</i>	N/A	Neutral		Neutral
<i>Welsh Language impact on staff</i>	N/A	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Neutral		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>	N/A	Neutral		Neutral
<i>Disability</i>	N/A	Neutral		Neutral
<i>Gender reassignment</i>	N/A	Neutral		Neutral
<i>Marriage or civil partnership</i>	N/A	Neutral		Neutral
<i>Race</i>	N/A	Neutral		Neutral
<i>Religion or belief</i>	N/A	Neutral		Neutral
<i>Sex</i>	N/A	Neutral		Neutral
<i>Sexual Orientation</i>	N/A	Neutral		Neutral
<i>Pregnancy and Maternity</i>	N/A	Neutral		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)				

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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
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	N/A	Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	N/A	Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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.	N/A	Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A	Choose an item.		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	N/A	Choose an item.		Choose an item.
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.	N/A	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

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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
Impact on Powys County Council Workforce	N/A	Neutral		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		

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
Reduced resilience & capacity within the Financial Services team	Medium	Re-alignment of roles and responsibilities of these posts within other posts within the service	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.

Cyngor Sir Powys County Council

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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:
Low risk and impact on the Council.	

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

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

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Annual budget for borrowing and changes seen in the FRM

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Anne Phillips		
Head of Service:	Jane Thomas		
Director:			
Portfolio Holder:	Aled Davies		

14. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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Service Area	Arts & Culture, Housing & Community Development	Head of Service	Nina Davies	Director	Nigel Brinn	Portfolio Holder	Cllr Rachel Powell
Proposal	Reduce revenue funding for commissioned Arts Services in order to achieve revenue budget savings of £63,000 in 2021/22						
Outline Summary / Description of Proposal							
<ul style="list-style-type: none"> Reduce revenue funding for arts organisation partners including performing arts venues (x 4), art gallery (x 1) and community dance organisation (x1) – proposal represents a 27% reduction (upon last year) to current funding level in 2021/22. 							

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

Version	Author	Job Title	Date
V01 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	10 December 2018
V02 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	14 February 2019
V03 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	12 August 2019
V04 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	12 December 2019
V05 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	10 January 2020
V06 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	30 January 2020
V07 DRAFT	Lucy Bevan	Arts & Culture Commissioning Officer	06 January 2021

2. Profile of savings delivery (if applicable)

	2019-20	2020-21	2021-22	2022-23	TOTAL
	£	£62,738	£63,000	£	

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Proposals put forward as part of previous budget setting. Arts organisations aware of the likelihood of further reductions in future years.

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			
Regeneration, Tourism, Schools Service, Youth Service, Property, Children's & Adult Services Third & voluntary sector; private sector / businesses.			
Adult Services	✓	Education	✓
Children's Services	✓	Finance	<input type="checkbox"/>
Commissioning	✓	Highways, Transportation and Recycling	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	✓
		Legal and Democratic Services	<input type="checkbox"/>
		Property, Planning and Public Protection	✓
		Transformation and Communications	✓
		Workforce and OD	<input 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"/>			
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <input checked="" 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	✓	Brecon	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>
		Llandrindod and Rhayader	<input type="checkbox"/>
		Llanfair Caereinion	<input type="checkbox"/>
		Llanfyllin	<input type="checkbox"/>
		Llanidloes	<input type="checkbox"/>
		Machynlleth	<input type="checkbox"/>
		Newtown	<input type="checkbox"/>
		Welshpool and Montgomery	<input type="checkbox"/>
		Ystradgynlais	<input type="checkbox"/>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



5. How does your proposal impact on Vision 2025?

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	Financial – reduced funding may place currently supported arts organisations at risk of being unsustainable resulting in job losses, reduced local procurement of goods and services, tourism offer and sales / income generation.	Poor	Maximise opportunities for securing additional external funding in support of arts service delivery in partnership with arts sector partners. Optimise the leverage potential of arts commissioning budget in successfully accessing external funding for strategic arts initiatives delivered in partnership with key arts organisations – aiding their financial and operational viability.	Unknown
Health and Care We will lead the way in effective, integrated rural health and care	Re-modelling of arts services allows for reviewing strategic priorities with arts partners in commissioning process.	Neutral	Heighten focus on the contribution of the arts and culture in supporting effectiveness of rural health and care services – arts in health. Partnership working with Powys Teaching Health Board in developing Powys Creative Arts, Health and Wellbeing Strategy.	Good
Learning and skills We will strengthen learning and skills	Potentially weakened arts sector as a consequence of reduced public investment; less able to support learning and skills opportunities for staff, volunteers, freelance practitioners, participants, and audiences. Educational programmes, outreach, skills development, and training offers may be reduced. Arts event and participatory programming may respond to need for a greater commercial focus leading to less accessible, inclusive, and affordable content.	Poor	Explore new blended programming incorporating a digital offer. Research opportunities for partnership working with Schools Service, educational charities, and establishments. Maintain focus on learning & skills as a priority in arts service delivery and commissioning.	Unknown

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
Residents and Communities We will support our residents and communities	Potential reduction in services or loss of community arts venues as hubs supporting a wide range of community groups, activities, classes, events etc.	Poor	Maximise opportunities for securing additional external funding in support of arts service delivery in partnership with community focused arts sector partners.	Unknown

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
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.	Potential for less educational and employment opportunities locally in the creative industry sector, thereby weakening an already sparse cultural infrastructure. Potential migration of young people out of county seeking further education, work experience, apprenticeships, and employment in more culturally thriving urban centres. Reduction in the cultural tourism offer in Powys.	Poor	Maximise opportunities for securing additional external funding in support of arts service delivery in partnership with arts sector partners.	Unknown
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).	Reduction in locally provided services may require people to travel longer distances to access equivalent provision. Potential for increased digital provision resulting in reduced travel.	Unknown	Use of the arts in highlighting issues of climate change; collaborating with Natural Resources Wales on Arts Council of Wales funded heARTscape project (themes: - arts; climate change; wellbeing; digital)	Unknown

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 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>	<p>Opportunities to participate in and attend arts events and activities may be diminished by reducing funding, limiting social interaction at cultural events, and maintaining mental and physical well-being by being actively socially engaged.</p>	<p>Poor</p>	<p>Partnership working with Powys Teaching Health Board in developing Powys Creative Arts, Health and Wellbeing Strategy and associated Action Plan</p>	<p>Good</p>
<p>A Wales of cohesive communities: Attractive, viable, safe, and well-connected Communities.</p>	<p>Professional and community arts venues capacity to deliver cultural programmes and events may be reduced, leading to reduced vibrancy, cultural identity and connected communities.</p>	<p>Poor</p>	<p>Provide organisational development, business planning/funding advice, support and information to Powys arts and cultural sector organisations, practitioners, creative enterprises, and businesses. Continue support for and promotion of Night Out Scheme (rural performing arts touring programme).</p>	<p>Neutral</p>
<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>	<p>If arts venues are not sustainable and cannot keep pace with larger urban based theatres and arts provider organisations in meeting customer's needs, then closure may be a consequence. This may mean longer travel distances for people to access cultural services with a reliance on car travel due to limited public transport availability, particularly in evenings. Accessibility would be very limited for lower income families.</p>	<p>Poor</p>	<p>Advocate local provision, local procurement of goods and services and sustainability within priority aims and objectives when planning, commissioning, and delivering arts services.</p>	<p>Neutral</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	Potential for reduced cultural provision for communities, including performing arts events in the Welsh language reducing opportunities for people to socialise, perform and attend activities through the Welsh language and loss of provision for learners to develop skills in learning environments.	Poor	Ensure the Welsh language is used and promoted in arts programming and commissioning.	Neutral
<i>Opportunities to promote the Welsh language</i>	As above.	Poor		Neutral
<i>Welsh Language impact on staff</i>	As above.	Neutral		Neutral
<i>People are encouraged to do sport, art, and recreation.</i>	As above.	Poor	Continue promotion and advocacy of arts participatory opportunities within communities.	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>	Children and young people (0 – 25yrs) may be particularly affected by any reduced access to high quality arts & cultural provision. Older people, whose social interactions are often through participation in cultural activities and events and at arts venues – may be less engaged; less mentally stimulated; less physically active.	Poor	To encourage accessible digital provision targeted at a range of age groups.	Unknown
<i>Disability</i>	Access to cultural & social events at accessible venues may be reduced locally. Alternative options may be inaccessible due to travel times, cost, mobility, and other constraints.	Poor	Ensure that accessibility, inclusivity, and equality is at the forefront of planning and promotion in arts programming and commissioning.	Unknown
<i>Gender reassignment</i>		Unknown		Unknown
<i>Marriage or civil partnership</i>		Unknown		Unknown
<i>Race</i>		Unknown		Unknown
<i>Religion or belief</i>		Unknown		Unknown
<i>Sex</i>		Unknown		Unknown
<i>Sexual Orientation</i>		Unknown		Unknown
<i>Pregnancy and Maternity</i>		Unknown		Unknown
<i>Socio-economic duty</i>		Unknown		Unknown

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.	Potential for reduced, or loss of, access to arts & cultural facilities, services, activities inc. training, learning & skills development, career pathways and creative expression / talent development.	Poor	Research and promote opportunities for young people to engage in learning, skills development and confidence building through the arts. Deliver Criw Celf throughout Powys for MAT (More Able & Talented) young people. Ensure all delivered and commissioned arts activity provides opportunities for young people to gain experience and learning through participation in creative endeavours.	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Potential loss of collaborative opportunities; damage to established partnership arrangements; reduction in capacity and availability of resources of arts and cultural organisations to innovate and invest in collaborative scoping.	Unknown	Prioritise collaboration and partnership working in developing arts projects, delivery of arts services and business planning.	Unknown
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including	The arts are by their very nature inclusive and welcoming to all, often providing a forum in which to mix diverse population groups in shared activities. Hard to reach groups and those with whom it is difficult to engage are often attracted to creative and non-competitive pastimes. Any loss of such engagement opportunities risks less involvement from communities.	Poor	Maintain communication and fully accessible engagement with Powys residents, communities, and stakeholders in respect of current and future arts provision.	Neutral
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Unknown		Unknown

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Impact Assessment (IA)

The integrated approach to support effective decision making



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
Prevention: Understanding the root causes of issues to prevent them from occurring.	It is widely understood that participation and involvement in arts & cultural activities increases mental and physical health & well-being; reduces social isolation and loneliness; improves community integration. Loss of access to arts & cultural activities, facilities, events, and community venues would impact negatively on this benefit and potentially increase demand on other services.	Poor	Apply focus on promoting the benefits of the arts on people's mental health and wellbeing – develop a strategic action plan towards embedding creative therapeutic practice with Health and Social Care services.	Good
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.		Unknown		Unknown
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Negative contributing factor to overall achievement of well-being goals, particularly mental health; social isolation / loneliness and community engagement.	Poor	At a service level – develop close collaborative working between Council's Arts Service and the Powys Teaching Health Board.	Good
Powys County Council Workforce: What Impact will this change have on the Workforce?		Neutral		Neutral
Payroll: 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 Council's Single Status Terms and Conditions?		Neutral		Neutral
Welsh Language impact on staff		Neutral		Neutral

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
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Neutral		Neutral
Source of Outline Evidence to support judgements				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
Reduced funding for supported Arts organisations. Potential change to arts and culture provision for Powys communities.	Potential reduction, change in or loss of community arts provision.	Minor	Provide organisational development, business planning/funding advice, support and information to Powys arts and cultural sector organisations, practitioners, creative enterprises, and businesses. Maximise opportunities for securing additional external funding in support of arts service delivery in partnership with arts sector partners. Optimise the leverage potential of arts commissioning budget in successfully accessing external	Minor	

			<p>funding for strategic arts initiatives delivered in partnership with key arts organisations – aiding their financial and operational viability.</p> <p>Consult with Arts Council of Wales and engage in Arts Portfolio Wales Investment Review.</p>	
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9. How likely are you to successfully implement the proposed change?

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)
Public opposition to reduction of funding to theatre, gallery & arts organisations resulting in possible closures / loss of facilities; damage to PCC reputation.	Medium / Low	Support for and engagement with Arts organisations	Low
Loss of external match & partnership funding brought into county.	Low	As above	Low
Loss of cultural services to communities in Powys.	Low	As above	Low
Loss of skills, creative industry business and inward migration.	Low	As above	Low
Due to COVID – arts sector cannot sustain further financial losses.	Medium / Low	As above	Low
Arts Council of Wales investment may be re-considered in the light of reductions in local authority match funding support.	Low	Regular engagement with Arts Council of Wales officers	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>Reductions in funding support for performing arts venues and professional arts organisations in Powys may put under threat their ability to continue valued community arts and cultural provision, diminishing the breadth, quality, and benefits of cultural services available to the communities of Powys.</p>	

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

What additional evidence and data has informed the development of your proposal?
<p>Data development required.</p>

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Continual monitoring, review, and reporting.
Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lucy Bevan		10 Dec 2018; 14 Feb 2019; 12 Aug 2019; 12 Dec 2019; 10 Jan 2020; 30 Jan 2020; 06 Jan 2021
Head of Service:	Nina Davies		11/1/21
Director:	Nigel Brinn		
Portfolio Holder:	CLr Rachel Powell		

14. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

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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	Housing & Community Development	Head of Service	Nina Davies	Portfolio Holder	CLr Phyl Davies
Proposal	Budget Savings Proposal for Cleaning Service for 2021 -2023				
Outline Summary / Description of Proposal					
Proposal to deliver revenue savings from the Cleaning service for 2020-2023 by implementing the proposals below:					
<ul style="list-style-type: none"> Increasing income by expanding business opportunities: providing a handyman service for minor repairs and maintenance, communal garden clearance/maintenance for general public/housing service. Supporting schools with additional Covid cleaning staff and fogging (deep cleaning). This will either be work outside of the HOWPS contract or work subcontracted from HOWPS. Several internal services have requested reviews of current cleaning schedules to make efficiencies. Property services have asked to review cleaning in several corporate buildings to reduce their cleaning costs. Requests will be reviewed along with staffing. Introduce a service brand and use social media to expand communication to the residents and public we serve, with potential networking opportunities with greater income potential. 					

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

Version	Author	Job Title	Date
V1	Jason Rawbone	Professional Lead Catering & Cleaning	17 September 2018
V2	Jason Rawbone	Professional Lead Catering & Cleaning	15 February 2019
V3	Jason Rawbone	Professional Lead Catering & Cleaning	2 August 2019
V4 – No Change	Jason Rawbone	Professional Lead Catering & Cleaning	7 November 2019
V5	Jason Rawbone	Professional Lead Catering & Cleaning	29 December 2020

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	2023-24	2024-2025	TOTAL
£29,000	£45,000	£40,000	£	£	£114,000

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3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	On going

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 type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>
		Legal and Democratic Services	<input type="checkbox"/>
		Property, Planning and Public Protection	<input type="checkbox"/>
		Transformation and Communications	<input type="checkbox"/>
		Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment			
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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 type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>
		Llandrindod and Rhayader	<input type="checkbox"/>
		Llanfair Caereinion	<input type="checkbox"/>
		Llanfyllin	<input type="checkbox"/>
		Llanidloes	<input type="checkbox"/>
		Machynlleth	<input type="checkbox"/>
		Newtown	<input type="checkbox"/>
		Welshpool and Montgomery	<input type="checkbox"/>
		Ystradgynlais	<input type="checkbox"/>

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5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	There is the potential for reduction in cleaning hours and possible redundancies within corporate buildings, this could affect cleaning staff and potentially building users. A minimum cleaning standard must be maintained.	Poor	Affected staff will be offered redeployment into available positions within the Council, where available.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Supporting schools, who manage their own cleaning throughout this year, with additional cleaning staff, advice and guidance and deep cleaning (fogging).	Good		Good
Learning and skills We will strengthen learning and skills	The proposal to introduce a brand and use social media will enhance and contribute to effective communication with the public and customers. Internal staff will develop to use social media to the service's best effect.	Good	Careful and controlled monitoring of social media posts in line with the corporate social media policy, with the support from our communication team.	Good
Residents and Communities We will support our residents and communities	Expanding on the services provided by our cleaning service, working with the Housing service and HOWPS to provide handyman services/garden work to support local PCC housing tenants.	Good	Better communication with local tenants through our partners to promote the services available.	Good

Source of Outline Evidence to support judgements

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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>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>By expanding the services provided we are keeping local people employed and providing services benefiting local residents. Reducing carbon footprint by using local resources and not outsourcing/contracting works keeping the Powys pound in Powys.</p>	<p>Good</p>		<p>Neutral</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>Good</p>		<p>Neutral</p>

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>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>	<p>Providing our extended cleaning services to local tenants and local residents may help to support well-being, knowing they can rely on a friendly reliable service.</p>	<p>Good</p>	<p>Better communication with local tenants through our partners to promote the services available.</p>	<p>Good</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>By making best use of social media to connect and communicate with Partners and local residents will be advantageous for everyone.</p>	<p>Good</p>	<p>Better communication with local tenants through our partners to promote the services available.</p>	<p>Good</p>

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>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>	<p>With the proposal to expand the cleaning services to provide a “handyman” service, our team will make best use of resources to ensure the least impact on the environment and improve social and economic well-being.</p>	<p>Good</p>	<p>Services provided will be monitored to ensure they are being carried out responsibly and efficiently.</p>	<p>Good</p>
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	<p>When using social media, we will follow corporate policy and interact and respond where possible to questions and post in the Welsh language. We will use the council’s translation services and /or Welsh speaking staff members.</p>	<p>Good</p>		<p>Neutral</p>

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	As Above	Good		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	N/A	Neutral		Neutral
<p>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). Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</p>				
<i>Age</i>	Our cleaning service encourages and positively promotes diversity into the service regardless of background or circumstances.	Neutral		Neutral
<i>Disability</i>	As Above	Neutral		Neutral
<i>Gender reassignment</i>	As Above	Neutral		Neutral
<i>Marriage or civil partnership</i>	As Above	Neutral		Neutral
<i>Race</i>	As Above	Neutral		Neutral
<i>Religion or belief</i>	As Above	Neutral		Neutral
<i>Sex</i>	As Above	Neutral		Neutral
<i>Sexual Orientation</i>	As Above	Neutral		Neutral
<i>Pregnancy and Maternity</i>	As Above	Neutral		Neutral
<i>Socio-economic duty</i>	As Above	Neutral		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?	<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
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		Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Developing our cleaning services and collaborating with partners and key stakeholders is essential for sustainability in providing services to local residents.	Good	Using social media and continued collaboration with partners will ensure our service capabilities and identify long term need.	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Clear communication with our partners to promote our service and the range of work streams it is capable of.	Good	As Above	Good
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Our service has regular monthly meetings and a good attitude to "lessons learned" identifying where we may improve on projects and processes.	Good		Good
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Continue working with partners to further develop services to improve well-being for local communities.	Good		Good

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Powys County Council Workforce: What Impact will this change have on the Workforce?	Potential for some redundancies or reduction to staff hours from the cleaning staff within our corporate buildings. Any reduced cleaning in corporate buildings may impact on building users, however, minimum cleaning standards must be maintained.	Poor	Affected staff will be offered redeployment into available positions within the Council where appropriate.	Neutral
Payroll: 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?	Any proposals where staff would be affected will be conducted under the council's management of change policy and appropriate consultation will take place.	Neutral		Neutral
Welsh Language impact on staff	No Impact	Neutral		Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	No Impact, we would encourage taking on apprentices in either our cleaning sites or at our offices with administration duties.	Neutral		Neutral
Source of Outline Evidence to support judgements				

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

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
	Expanding on the services provided by our cleaning service, working with the Housing service and HOWPS to provide handyman services/garden work to support local PCC housing tenants/public.	Insignificant		Choose an item.	

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)
Loss of jobs and employment opportunities	Medium	Redeployment will be offered	Low
Reduction of cleaning by other services, may reduce cleaning frequencies	Medium	Corporate Property Services need to be clear on the standards required/acceptable	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
--------------------------------------------------------------	----------------------------------	--

Throughout 2020 the Mobile Services Support teams have been extremely busy supporting housing and schools during the Covid-19 pandemic, this work continues in 2021. There has been significant additional work during the year providing additional income.

Proposal to deliver revenue savings from the Cleaning service for 2021-2023 by implementing the proposals below:

- Increasing income by expanding business opportunities: providing a handyman service for minor repairs and maintenance, communal garden clearance/maintenance for general public/housing service. Supporting schools with additional Covid cleaning staff and fogging (deep cleaning). This will either be work outside of the HOWPS contract or work subcontracted from HOWPS.
- Several internal services have requested reviews of current cleaning schedules to make efficiencies. Property services have asked to review cleaning in several corporate buildings to reduce their cleaning costs. Requests will be reviewed along with staffing.
- Introduce a service brand and use social media to expand communication to the residents and public we serve, with potential networking opportunities with greater income potential.

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 management meetings to discuss progress and regular meetings with finance business partners to ensure targets are on track.
 1 to 1 meetings with HoS.
 Quarterly performance reviews with Portfolio Holder.

Please state when this Impact Assessment will be reviewed.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Jason Rawbone		29/12/2020

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Impact Assessment (IA)

The integrated approach to support effective decision making



Head of Service:	Nina Davies		6/1/21
Portfolio Holder:	Cllr Phyl Davies		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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Service Area	Library Service	Head of Service	Nina Davies	Portfolio Holder	ClIr Rachel Powell
Proposal					
Outline Summary / Description of Proposal					
Development of community hubs with outreach housebound delivery model; service redesign and restructure to develop good quality information, literacy, and digital support across county.					
All changes are carefully planned to have minimal detrimental impact on service users and the general public, and to offer potential for improved outcomes through partnership working, collaboration and co-production. Proposals also take into account the statutory requirements of the Public Libraries and Museums Act 1964, administered in Wales through the Welsh Public Library Standards frameworks.					

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

Version	Author	Job Title	Date
V1	Kay Thomas	Principal Librarian	18/12/2020

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	2023-24	2024-2025	TOTAL
£	£150,000	£	£	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Initially we are still working on proposals which came out of the major public and staff consultation exercise Feb – April 2019. However, further public and/or staff consultation will be carried out for individual elements of the overall proposals as required.

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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 checked="" type="checkbox"/>	Education	<input checked="" type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input 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 type="checkbox"/>
Digital Services	<input checked="" type="checkbox"/>	Housing and Community Development	<input checked="" 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 checked="" type="checkbox"/> No <input type="checkbox"/>					
Is Powys County Council the data controller? Yes <input checked="" type="checkbox"/> No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

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5. How does your proposal impact on Vision 2025?

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>The Economy We will develop a vibrant economy</p>	<p>Branch libraries draw people into town centres, which benefit the local shops and businesses.</p> <p>In addition, libraries support job seekers and self-employed/small businesses through the IT and information provision which offers supported access to jobseekers online and other government gateways such as Universal Credit.</p> <p>Libraries support development of work-related skills through access to learning materials and volunteering opportunities, plus partnership working with organisations such as Workways+ and Adult Learners' Wales.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>	<p>Neutral</p>	<p>Potential for future development and enhancement through partnership working; proposal to use community hubs for micro business desks</p>	<p>Unknown</p>

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>Health and Care We will lead the way in providing effective, integrated health and care in a rural environment</p>	<p>The library service is Dementia Friendly and offers literature in support of this to those living with Dementia and their carers- Libraries are part of the Book Prescription Wales schemes for adults and children, so residents would be unable to collect titles prescribed by health colleagues locally. The library service works closely with Powys Health Promotion unit to widely disseminate campaign information to libraries across the county (e.g., measles vaccinations, or stop smoking campaigns).</p> <p>Public libraries have enabled people to access online cognitive behaviour courses prescribed for them.</p> <p>Activities in branch libraries have a positive impact on health and wellbeing, e.g., rhythm and rhyme sessions for parents and babies encourages bonding as well as a social network for peer support. Dementia reading aloud sessions have proven benefit, and groups such as book groups, knit and natter and poetry groups offer mental stimulus and social interaction to boost overall wellbeing.</p> <p>These proposals are designed to improve access to health information, and protect the beneficial outcomes described above. Development of outreach and housebound service should enhance reach.</p>	<p>Good</p>	<p>Potential for further future development with partners, particularly adult services, and 3rd sector</p>	<p>Unknown</p>

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>Learning and skills We will strengthen learning and skills</p>	<p>The library service supports learners of all ages and abilities through provision of quality resources and help with accessing and using those resources, including independent study space, and providing a location for 1-1 tuition and courses. 76% of respondents in the adult library user survey said that the library has helped them to learn something new, and 48% said it helps them with education.</p> <p>“Access to Research” is an online service available through public library computers only, providing access to a huge UK collection of academic articles and papers (the terms of the agreement means that it is not available remotely via the library web pages). This is heavily used by researchers in Powys – usage statistics show that Powys was 5th in May and 3rd in June 2016, for usage, across the whole of the UK. Ancestry.com and FindmyPast local and family history online resources are similarly only freely available from library computers.</p> <p>Volunteer opportunities allow people to learn, practice and share skills locally in their community.</p> <p>Staff and volunteers provide sessions such as 1-1 computer support, coding, family learning through storytimes, lego clubs, homework support etc. Literacy is developed for all ages e.g., through rhythm and rhyme and storytimes to book clubs and poetry groups and reading aloud for adults sessions.</p> <p>No impact on these beneficial outcomes is expected through the proposals</p>	<p>Neutral</p>	<p>Potential for future development and enhancement through partnership working</p>	<p>Unknown</p>

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Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>Residents and Communities We will support our residents and communities</p>	<p>Library services support residents to live fulfilled lives and to feel part of their community. 90% of respondents in the most recent adult library user survey said that their local library makes them feel part of their community, 99% find their library an enjoyable, safe, and friendly environment, 91% said it makes them feel better, and 97% said that their library makes a difference to their lives.</p> <p>Public consultation 2019 clearly demonstrated the value of libraries in the communities; these proposals are designed to safeguard the benefits found. Development of outreach housebound model supports communities and residents who are unable to access library buildings.</p>	<p>Neutral</p>	<p>Potential for future development and enhancement through partnership working</p>	<p>Unknown</p>

Source of Outline Evidence to support judgements

Adult library user survey data, Oct 2018
 Results of public and staff consultation, Feb – April 2019
 List of services provided by branch libraries
 Library management system membership and usage data
 “Connected and ambitions libraries” Welsh Public Library Standards framework 6, 2017 – 2020
 Libraries – bridging the digital divide. Libraries Wales 2016
 Analysis of library membership postcodes
 Analysis of library usage by road zones 2013

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 a more positive impact or to 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>	<p>Branch libraries already provide an efficient use of resources through the same materials and facilities being shared and used over and over by a multitude of users.</p> <p>Contributions to the local economy and learning as outlined above, plus work experience and volunteer opportunities in libraries develop skills for employability.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>	Neutral	Potential for future development and enhancement through partnership working	Unknown
<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>The library network enables residents to directly interact with the council services in their local community and seek advice or information from a member of staff face-to-face or using supported digital means.</p> <p>Libraries enable residents to access the information and develop the skills needed to develop personal and community resilience. Outreach will extend reach of service and associated benefits.</p> <p>Resources, skills and knowledge are shared and reused in a circular economy model.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>	Neutral	Potential for future development and enhancement through partnership working; digital device loan scheme to start 2021/22 to enhance connectivity and digital engagement from home, working with partners.	Unknown
<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>	<ul style="list-style-type: none"> Visits to the library improve the health and wellbeing of residents, and reading boosts mental health, along with social interaction. 	Neutral	Potential for future development and enhancement through partnership working	Unknown

<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>	<ul style="list-style-type: none"> • Reading for pleasure for 6 minutes per day lowers stress by 68% (Univ of Sussex research) – loss of physical book loans • Social interaction which boosts wellbeing • Wide range of activities supporting wellbeing e.g., dementia singing, poetry, tai chi • Ready access to book prescription schemes and health information. • Development of housebound outreach service based on Order & Collect/Deliver model will extend reach of health resources • 69% of respondents to the adult library user survey Oct 18 reported that the library had helped them with information about health matters, and 91% said that going to the library makes them feel better. <p>Careful transformation of the mobile libraries into an outreach housebound model is intended to improve reach and engagement.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>			
<p>A Wales of cohesive communities: Attractive, viable, safe, and well-connected Communities.</p>	<p>90% of respondents in the most recent adult library user survey said that their local library makes them feel part of their community, 99% find their library an enjoyable, safe, and friendly environment, 91% said it makes them feel better, and 97% said that their library makes a difference to their lives.</p> <p>This was endorsed by the findings of the public consultation 2019 – the public view libraries as community hubs, and a vital bridge between them and the County Council.</p> <p>Volunteer opportunities enhance community involvement.</p>	<p>Neutral</p>	<p>Potential for future development and enhancement through partnership working</p>	<p>Unknown</p>

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	No impact on these beneficial outcomes is expected through the proposals.			
<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>	<p>Libraries act as a Hub of information and communication with the wider world, enabling access to knowledge and understanding, and interaction with the wider world for children and adults alike.</p> <p>The Bookstart scheme contributes to a flying start for young children, boosting early communication and pre-literacy skills.</p> <p>Sharing of resources, skills and knowledge over and over on a circular economy model reduces consumption and waste.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>	Neutral	Potential for future development and enhancement through partnership working	Unknown
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	<p>Opportunities are provided through range of stock and resources, including Welsh speaking staff – these benefits were highlighted through the public consultation process. Partners also deliver in libraries as community venues e.g., Welsh classes, Welsh medium children’s activities, Welsh language book clubs.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>	Neutral	Potential for future development and enhancement through partnership working	Unknown
<p>Opportunities to promote the Welsh language</p>	<p>Staff and partners deliver Welsh language activities in libraries as community venues e.g., Welsh classes, Welsh medium children’s activities, Welsh language book clubs.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>	Neutral	Potential for future development and enhancement through partnership working	Unknown
<p>People are encouraged to do sport, art, and recreation.</p>	<p>Libraries offer a wide range of opportunities for cultural, educational, and recreational activities. The range of activities and events offered, which meet a wide variety of strategic outcomes such as digital</p>	Neutral	Potential for future development and enhancement through partnership working	Unknown

	<p>inclusion, literacy, health and wellbeing and support for the Welsh language, has been impressive in the context of reduced opening hours, and has been supported by partner organisations and volunteers. Provision has also moved online during the Covid pandemic. Such activities are also required as core entitlements under the Welsh Public Library Standards and provide the cultural offer under the UK wide Universal Offers provided by library services.</p> <p>No impact on these beneficial outcomes is expected through the proposals.</p>																																	
<p>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). Incorporating requirements under the <i>Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020)</i>.</p>																																		
<p>Age</p>	<p>The age breakdown of 68,596 registered library members shows the following in Nov 2019:</p> <table border="0"> <tr><td>0-4 years</td><td>1524</td></tr> <tr><td>5 – 10 years</td><td>5510</td></tr> <tr><td>11-13 years</td><td>4209</td></tr> <tr><td>14-17 years</td><td>4466</td></tr> <tr><td>18-59 years</td><td>31218</td></tr> <tr><td>60+ years</td><td>21029</td></tr> <tr><td>Not given</td><td>640</td></tr> </table> <p>This equates to:</p> <table border="0"> <tr><td>Under 18</td><td>22%</td></tr> <tr><td>18 – 59</td><td>46%</td></tr> <tr><td>60 +</td><td>31%</td></tr> <tr><td>Not given</td><td>1%</td></tr> </table> <p>Responses to service surveys generally show that the most frequent users are the very young, elderly, and unemployed people, frequently the most vulnerable in our societies. The adult user survey Oct 2018 demonstrates this, in terms of the age of respondents:</p> <table border="0"> <tr><td>16-18 years</td><td>11%</td></tr> <tr><td>18-24 years</td><td>2%</td></tr> <tr><td>25-34 years</td><td>5%</td></tr> <tr><td>35-44 years</td><td>6%</td></tr> </table>	0-4 years	1524	5 – 10 years	5510	11-13 years	4209	14-17 years	4466	18-59 years	31218	60+ years	21029	Not given	640	Under 18	22%	18 – 59	46%	60 +	31%	Not given	1%	16-18 years	11%	18-24 years	2%	25-34 years	5%	35-44 years	6%	<p>Neutral</p>	<p>Potential for future development and enhancement of opportunities for target age groups through partnership working</p>	<p>Unknown</p>
0-4 years	1524																																	
5 – 10 years	5510																																	
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14-17 years	4466																																	
18-59 years	31218																																	
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35-44 years	6%																																	

	<p>45-54 years 12% 55-64 years 19% 65-74 years 29% 75+ 17%</p> <p>This data also demonstrates that current opening hours are a barrier to use for those in full time education or employment.</p> <p>In the latest children and young people’s user survey (Nov 2019), children and young people find their library to be a safe and enjoyable place in the community (96% 7-11-year olds, 88% 11-16-year olds). 93% of 7-11-year olds and 77% of 11-16-year olds agree that the library helps them to learn and find out</p> <p>96% of 7-11-year olds and 79% of 11-16-year olds agree that the library helps them to get better at reading.</p> <p>No impact is predicted through these proposals, other than the transformation of the mobile library into a housebound outreach service, carefully designed to increase use and accessibility.</p>			
<p><i>Disability</i></p>	<p>Library service surveys frequently receive responses around mobility issues, and the inability of such residents to travel to bigger towns to access libraries. In the adult public library user survey, Oct 2018, 31% of respondents stated that they have a long-term disability or condition, with 30% of those citing mobility issues, 24% hearing, 21% stamina, 20% mental health issues, 11% dexterity, and 10% each for vision and memory conditions.</p> <p>Mobile library user responses show a particularly high level of disabled users, and this will be taken into account in planning any new outreach housebound</p>	<p>Neutral</p>	<p>Potential for future development and enhancement of opportunities for target groups through partnership working</p>	<p>Unknown</p>

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	<p>service, continuing to work closely with colleagues in Accessibility Powys, Supporting People, Sense and MIND in Powys.</p> <p>No impact is predicted through these proposals, other than the transformation of the mobile library into a housebound outreach service, carefully designed to increase use and accessibility.</p>			
Gender reassignment	No data – no impact identified beyond that affecting age and disability.	Neutral		Choose an item.
Marriage or civil partnership	No data – no impact identified beyond that affecting age and disability.	Neutral		Choose an item.
Race	No specific recent data	Unknown		Choose an item.
Religion or belief	No data – no impact identified beyond that affecting age and disability.	Unknown		Choose an item.
Sex	<p>The membership database shows that 25537 registered library members are male (37%), and 39057 are female (57%). Not all of the 68,596 members have given this information. (Nov 2018). This shows that more females than males use the library</p> <p>This is confirmed again by the adult library user survey data 2018: 68% responses female 32% male.</p> <p>Mobile library service data from the adult user survey 2018 shows that 76% of users are female.</p> <p>No impact is predicted through these proposals, other than the transformation of the mobile library into a housebound outreach service, carefully designed to increase use and accessibility.</p>	Neutral	Potential for future development and enhancement of opportunities for target groups through partnership working	Unknown

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Sexual Orientation	No data – no impact identified beyond that affecting age and disability.	Choose an item.		Choose an item.
Pregnancy and Maternity	No data – no impact identified beyond that affecting age and disability.	Choose an item.		Choose an item.
Socio-economic duty	No service specific data – no impact identified beyond that affecting age and disability. See sections on economy and learning and skills opportunities above. The fact that access to the library, its resources and opportunities for personal development, job seeking etc will still be available locally to residents suggests there should be no impact through this proposal. The service will remain free to use at the point of delivery, including library membership, as outlined under the statutory duty of the Public Library and Museums Act 1964.	Neutral	Potential for future development and enhancement through partnership working and development of community hubs	Unknown

Source of Outline Evidence to support judgements

Adult library user survey data, Oct 18 data.
 Children and young people library user survey Nov 2019
 Mobile library user survey data Oct 2018
 Results of public consultation, 2019
 List of services provided by branch libraries
 “Connected and Ambitious Libraries” Welsh Public Library Standards framework 6 2017-2020
 Libraries – bridging the digital divide. Libraries Wales 2016
 Impact of public libraries on the lives of older people. Society of Chief Librarians (Wales) 2014
 Welsh Public Library Standards annual returns and reports

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				

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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
Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	These proposals are designed to provide a sustainable long-term future for the library service and for service users, to protect beneficial outcomes for residents as described above, and highlighted through public consultation 2019.	Good	Potential for future development and enhancement through partnership working and development of community hubs – to be explored	Unknown
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The library service already works with a wide range of partners, both internally and externally, and this helps to sustain beneficial outcomes. The library service operates in a co-production way. This will be developed further as part of the proposals. Volunteers and 3 rd sector agencies will be partners in development of the housebound outreach service.	Good	Potential for future development and enhancement through partnership working	Unknown
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including:</i> Unpaid Carers: <i>Ensuring that unpaid carers views are sought and taken into account</i>	Widespread public community consultation took place 2019 and is being followed up by further meetings with communities to drive forward their proposals, supported by the Portfolio Holder. There is constant engagement with partners, Friends groups, volunteers and other agencies, and a stronger communications plan will be developed as part of proposals and change initiatives. The proposals allow for enhanced involvement.	Good	Potential for future development and enhancement through partnership working and co-production.	Unknown
Prevention: <i>Understanding the root causes of issues to prevent them from occurring including:</i> Safeguarding: <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>	The public consistently highlight that public libraries already offer preventative medicine and save the authority and the health service money in that way. The service works with partners and on a “what matters” principle for service users. Library staff have extensive knowledge of their communities and service users and know how to pass on concerns re safeguarding following library service protocols. Proposals should not change this way of working.	Neutral	Potential for improvement through training for staff and volunteers, and development of community hub model.	Unknown

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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
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>	Libraries impact positively for residents under the wellbeing objectives and Vision 2025 priorities, and already work closely and collaboratively with partner organisations. Proposals should not change this way of working.	Neutral	Potential for improvement through training for staff and volunteers, and development of community hub model.	Unknown
Powys County Council Workforce: What Impact will this change have on the Workforce?	Staff changes will be negotiated through the Management of Change process where necessary – there are minimal changes in this proposal. There will training opportunities to improve digital and information skills. Any staff reductions will seek to make use of natural wastage and voluntary severance schemes. Proposals could also impact cleaning staff in some places.	Unknown	Providing further training opportunities and investigate apprenticeship and Kickstart schemes.	Unknown
Payroll: 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?	Any staff changes would take place through the Management of Change process, with appropriate consultation.	Unknown		Unknown
Welsh Language impact on staff	Welsh speaking levels of staff as at 12 Nov 2018, not all staff have given this information): Level 0 – 19 staff Level 1 – 25 Level 2 – 14 Level 3 – 7 Level 4 – 5 Level 5 – 7 Potential impact as above.	Unknown		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	No specific impact other than that outlined above – the service will consider apprenticeships wherever appropriate, and already supports 3 staff with apprenticeship courses.	Neutral		Choose an item.
Source of Outline Evidence to support judgements				
Adult library user survey data, Oct 18 data. Children and Young People’s survey Nov 2019 Results of public and staff consultation, 2019 List of services provided by branch libraries “Connected and Ambitious Libraries” Welsh Public Library Standards framework 6 2017-2020 Libraries – bridging the digital divide. Libraries Wales 2016 Impact of public libraries on the lives of older people. Society of Chief Librarians (Wales) 2014 Trent staff data (Corporate Insight Centre) Welsh Public Library Standards return 18/19				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
(This table body is currently empty)					

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	<p>Community hub strategy could provide means to maintain local service delivery in small communities across Powys but is strongly dependent on willingness and priorities of both internal and external services to achieve this, and to offset current costs of library service.</p> <p>Partnership working and volunteer opportunities provide potential for greater community involvement and collaboration.</p>	<p>Minor</p>	<p>Further collaborative work with partners on both a locality and broader basis, using an agile approach to achieving good outcomes for residents.</p>	<p>Insignificant</p>	<p>Public consultation results 2019 Achievements of partnership and collaborative working to date Experience of volunteering take-up to date</p>
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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)
<p>Unwillingness of partners to work and contribute towards a community hub model</p>	<p>12</p>	<p>Continue wide discussions and consultation to identify existing and potential partners, all with view to improving outcomes for residents</p>	<p>6</p>

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>All changes have been carefully planned to have minimal detrimental impact on service users and the general public, and to offer good potential for improved outcomes through partnership working, training, collaboration, and co-production. Proposals take into account the statutory requirements of the Public Libraries and Museums Act 1964, administered in Wales through the Welsh Public Library Standards frameworks.</p>	

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?

Progress will be monitored through the Cultural Services Project Board.

Please state when this Impact Assessment will be reviewed.

Dec 2021

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Kay Thomas	<i>Kay Thomas</i>	18/12/20
Head of Service:	Nina Davies		
Portfolio Holder:	CLlr Rachel Powell		

14. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

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	Powys Archives and Information Management	Head of Service	Nina Davies	Strategic Director	Nigel Brinn	Portfolio Holder	CLlr Rachel Powell
Proposal	Income to be generated from leasing storage space for records to external organisations						
Outline Summary / Description of Proposal							
Archives and Information Management							
<ul style="list-style-type: none"> •The Council has a corporate responsibility to maintain its records and record-keeping systems in compliance with the legislation and regulatory environment in which it operates. •In 2017 the Council completed an accommodation project for Powys Archives and Information Management and officially opened the new public facilities in October 2017. •Powys Archives collects and preserves records relating to Powys’ cultural and historical past in accordance with legislation, and in turn provides access to them through a public search room. The service currently holds around 3000 linear metres of material dating from the fourteenth century to the present day. •The Information Management Service provides help and advice to all areas of the Council on information management issues including records management practices and procedures. The Service manages and stores around 250,000 files of semi-current and non-current records, which are retained for a certain period of time for legal, financial, administrative or operational reasons. 							
Proposals 2021/22							
<ul style="list-style-type: none"> • Powys Archives and Information Management has been tasked with identifying efficiencies of £18,000 in 2021/22. It is proposed that increased income offsets this target. Income to be generated from leasing storage space for records to external organisations. 							
Proposals 2022/23							
<ul style="list-style-type: none"> • Powys Archives and Information Management has been tasked with identifying efficiencies of £15,000 in 2022/23. It is proposed that increased income offsets this target. Income to be generated from leasing storage space for records to external organisations 							

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

Version	Author	Job Title	Date
V01	Catherine Richards	Principal Lead Museums, Archives and Information Management	August 2019
V02	Catherine Richards	Principal Lead Museums, Archives and Information Management	November 2019
V03	Catherine Richards	Professional Lead – Arts and Culture	Dec 2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£			£18,000	£15,000	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No consultation is required as there will be no impact on internal or external customers

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 type="checkbox"/>	Legal and Democratic Services	X
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>

Data Protection Impact Assessment

Will the proposal involve processing the personal details of individuals? Yes X No

Is Powys County Council the data controller? Yes No X

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	X	Brecon	<input 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 Vision2025?

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	<p>Powys Archives' visitors boost the local economy as they use local shops, eateries and accommodation.</p> <p>Visitor surveys show that 90% of Archive users come into the locality of Llandrindod Wells for the specific purpose of using the archives i.e. the Archives Service is their driver for visiting and 50% of users came from over 61km away.</p> <p>33% took overnight accommodation and 58% ate out locally, generating 376 hotel bed occupancies and 664 restaurant visits. These figures are all higher than for the total combined Welsh services.</p> <p>The Archive Service can also provide information resources to support business operations. Powys Archives has been used for all sorts of operations such as restoration and regeneration projects, planning new developments and identifying boundaries.</p>	Neutral		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	<p>Visits to Powys Archives improve the health and wellbeing of residents and research for recreational purposes boosts mental health, along with social interaction.</p> <p>Volunteering contributes to community wellbeing and improves the Archive Service in addition to enabling personal development and involvement with heritage.</p> <p>Access to arts and cultural services overall enhances wellbeing.</p>	Neutral		Neutral

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
Learning and skills We will strengthen learning and skills	<p>Archive Services have proved to be ‘safe’ places in which people can learn and develop. This learning experience can come about either as a user or a volunteer. Researching archives requires individuals to develop a whole range of skills from specialist areas such as palaeography (the study of old handwriting) through to the ability to analyse large amounts of information, set goals and organise workloads. Allied to this is access to a unique information resource. The Archives hold records that for the most part cannot be found elsewhere such as Council records, maps and plans, personal papers and business records. 98% of visitors to Powys Archives agree that archives provide opportunities for learning.</p> <p>For volunteers the payback can be significant in terms of skills and employability. In a report by the National Council on Archives into volunteering in archives 32% of those questioned felt archive volunteering had helped with their sense of being part of a workplace, 28% felt it had helped them learn or improve their IT or other work-related skills, and 16% felt it had improved their confidence to look for work.</p> <p>Archives have always been a vital resource of educational attainment. Archives are well known as the source material for high qualifications such as PhDs and MAs. But they have been widely used to bring a wide range of school subjects to life such as history, geography, English and maths, and provide the stimulus for projects as such as art and drama productions. For example, the National Curriculum for history includes local history research using archives.</p>	Neutral		Neutral

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
Residents and Communities We will support our residents and communities	<p>Powys Archives holds, cares for and continues to develop collections for the county which represent our rich and diverse culture. These in turn enrich the lives of people in our communities and help them live fulfilled lives.</p> <p>Powys Archives provides a place where one can be welcomed and feel part of the community. They are safe environments where people come together through mutual interest. In the report by the National Council on Archives into volunteering in archives its research found 48% of those questioned felt working as an archive volunteers had enabled them to meet new people or socialise and 31% felt it had helped with their sense of being part of a community. There is strong anecdotal evidence that regular users have a similar response.</p> <p>A good archive service contributes to the strength of the local community.</p>	Neutral		Neutral
Source of Outline Evidence to support judgements				
PSQG (Public Services Quality Group) archive visitors' surveys undertaken every 18 months. Powys Archives consultation survey 2015 (320 forms completed) Powys Archives annual website statistics, usage and feedback Interviews with Powys Archives users 2015 (30 interviews conducted) Informal feedback – written and verbal				

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 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>Powys Archives provides an efficient use of resources through records and facilities being shared and used over and over by a multitude of users. Work experience and volunteer opportunities in both develop skills for employability.</p>	<p>Neutral</p>		<p>Neutral</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>N/A</p>	<p>Choose an item.</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. 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>	<p>Visits to cultural/heritage services such as Archives improves the overall health and wellbeing of residents, and research boosts mental health, along with social interaction.</p> <p>Volunteer opportunities also boost health related outcomes.</p>	<p>Neutral</p>		<p>Neutral</p>

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 Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Visitor surveys show that:</p> <ul style="list-style-type: none"> • 61% are using Powys Archives for family history research, 35% for local history research. • 100% agreed that “I improved my knowledge in an area of interest”. • 91% agreed that “I developed new skills or improved existing skills (in research, use of ICT, etc.)” • 100% agreed that “I have a greater understanding of my community, its history and people”. • 97% agreed that “I enjoyed myself”. • 100% agreed that “I am inspired to find out more” 	<p>Neutral</p>		<p>Neutral</p>
<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>	<p>Powys Archives promotes the cultural life of our county, it encourages active participation in culture, protects our heritage, helps expand our international profile and contributes to our tourism industry.</p>	<p>Neutral</p>		<p>Neutral</p>
<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>				

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
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	Providing access to archives for everyone must include developing services that reflect the importance of the Welsh language. Our language is an important part of our heritage, and many tourists who come to Powys are drawn by our heritage and culture.	Neutral		Neutral
<i>Opportunities to promote the Welsh language</i>	As above	Neutral		Neutral
<i>Welsh Language impact on staff</i>	There are no Welsh language speaking staff within the Archives and Information Management Service at this current time.	Neutral	Seek to recruit Welsh speaking members of staff and volunteers wherever possible.	Unknown
<i>People are encouraged to do sport, art and recreation.</i>	Powys Archives enable people to explore collections for inspiration, learning and enjoyment	Neutral		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>	Powys Archives welcomes increased use of the service by existing and new audiences regardless of their background or circumstances. It is important that the demographic of our communities is understood and this is used to inform forward planning. Understanding and dismantling barriers, real or perceived, that deter those who do not currently use our collections, or do not participate in our activities is crucial if Powys Archives are to be fully inclusive.	Neutral		Neutral
<i>Disability</i>	As above	Neutral		Neutral
<i>Gender reassignment</i>	As above	Neutral		Neutral
<i>Marriage or civil partnership</i>	As above	Neutral		Neutral
<i>Race</i>	As above	Neutral		Neutral
<i>Religion or belief</i>	As above	Neutral		Neutral
<i>Sex</i>	As above	Neutral		Neutral
<i>Sexual Orientation</i>	As above	Neutral		Neutral
<i>Pregnancy and Maternity</i>	As above	Neutral		Neutral
<i>Socio-economic duty</i>	As above	Neutral		Neutral
Source of Outline Evidence to support judgements				

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
PSQG (Public Services Quality Group) archive visitors' surveys undertaken every 18 months. Powys Archives consultation survey 2015 (320 forms completed) Powys Archives annual website statistics, usage and feedback Interviews with Powys Archives users 2015 (30 interviews conducted) Informal feedback – written and verbal				

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.		Neutral		Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.		Neutral		Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including:		Neutral		Neutral
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Neutral		Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.		Neutral		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.		Neutral		Neutral

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
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Neutral		Neutral
Powys County Council Workforce: What Impact will this change have on the Workforce?		Neutral		Neutral
Payroll: 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?		Neutral		Neutral
Welsh Language impact on staff		Neutral		Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Neutral		Neutral
Source of Outline Evidence to support judgements				
PSQG (Public Services Quality Group) archive visitors' surveys undertaken every 18 months. Powys Archives consultation survey 2015 (320 forms completed) Powys Archives annual website statistics, usage and feedback Interviews with Powys Archives users 2015 (30 interviews conducted) Informal feedback – written and verbal				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
		Insignificant		Insignificant	

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)
Risk that income from leasing arrangements do not meet the required savings target.	Medium	Market the service effectively	Low
Risk of the Council not being able to meet its Statutory requirements in relation to Archives and records management, facing significant risk of direct action from the Information Commissioners Office, The National Archives, Welsh Government.	Low		Low
Risk of the National Archives removing the Council's Public Record status through lack of staffing. In 2011 the Council responded to this threat by developing new facilities for both Powys Archives and Information Management at Unit 29 Ddole Road.	Low		Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
It is proposed that increased income offsets budget savings. Income to be generated from leasing storage space for records to external organisations. Impact to be monitored.	

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?

Income to be generated from leasing storage space for records to external organisations. Monitor to see if this income target is achievable.

Please state when this Impact Assessment will be reviewed.

2021

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Catherine Richards		Dec 2020
Head of Service:	Nina Davies		13/1/2021
Director:	Nigel Brinn		
Portfolio Holder:	Cllr Rachel Powell		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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	Sport Powys	Head of Service	Nina Davies	Portfolio Holder	Clr Rachel Powell
Proposal	To reduce the Sport Powys core budget				
Outline Summary / Description of Proposal					
To reduce the Sport Powys core budget.					

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

Version	Author	Job Title	Date
1	Jenny Ashton	Service Strategy & Development Manager	December 2020

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	2023-24	2024-2025	TOTAL
£	£9,000	£15,000	£	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Powys financial decision / requirement to support MTFS

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Impact Assessment (IA)

The integrated approach to support effective decision making



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 type="checkbox"/>
Children's Services	<input checked="" type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input checked="" type="checkbox"/>	Workforce and OD	<input checked="" type="checkbox"/>

Data Protection Impact Assessment

Will the proposal involve processing the personal details of individuals? Yes No
 Is Powys County Council the data controller? Yes No
 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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

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The integrated approach to support effective decision making



5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	The service supports the economy by enabling and encouraging participation, events, and opportunities for involvement with healthy physical activities linked to wider Powys initiatives and agendas. There is the potential for less events, competitions, and activities (local, regional & national) that bring people into Powys to participate, visit, travel around and stay if there is less budget available.	Poor	Collaborative working and communication with other organisations, partners and services is key to ensure a whole county approach. Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.	Good
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	The service will support the health & care agenda through joint initiatives and schemes to encourage people to be more physically active, working towards mutual objectives and outcomes. The proposal could have an impact through reduced officer capacity or less resources.	Poor	Collaborative working and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key. Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.	Good
Learning and skills We will strengthen learning and skills	The service will help to enhance learning and skills through schemes and opportunities to develop. However, the numbers of people developing their learning and skills, gaining qualifications, and undertaking training may decrease as a result of the savings required. Further impact could be a reduction in sports coaches, instructors, and professional persons to support healthy physical activity in Powys as a result of reduced funds.	Poor	Collaborative working and communication with other organisations, partners and services will enable understanding and identification of gaps and need. Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.	Good

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
Residents and Communities We will support our residents and communities	<p>The service will support, (in collaboration with other partners and organisations), residents and communities to increase their participation levels so that healthy physical activity becomes part of a regular routine, which in turn will have positive benefits and impacts on many other areas of their lives. However, as a result in a reduction of budget, the numbers of people participating in healthy physical activity may decrease. Residents and communities may not have the range of opportunities that are currently available.</p>	<p>Poor</p>	<p>Collaborative working and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>

Source of Outline Evidence to support judgements

Service knowledge and history including the benefits and impacts of sport and physical activity on a range of other agendas including statutory services such as education / schools, Adults and Children's Services.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to 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>	<p>The service will support the economy by enabling and encouraging participation, events, and opportunities for involvement with healthy physical activities linked to wider Powys initiatives – encouraging people to acknowledge and understand the impact of carbon footprints and to think and act more responsibly. The proposal doesn't directly <i>contribute</i> to the goal but will enable more focus where necessary.</p>	<p>Good</p>	<p>Collaborative working and communication with other organisations, partners and services is key to ensure a whole county approach.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</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>The service will support the goal for a more resilient Wales where/if applicable. The proposal doesn't directly <i>contribute</i> to the goal but will enable more focus where necessary.</p>	<p>Good</p>	<p>Collaborative working and communication with other organisations, partners and services is key to ensure a whole county approach.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</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>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>	<p>Through our commitment to the Visions of Powys County Council and Sports Wales and support to other strategies & plans, we will fully support and contribute to this goal. The proposal doesn't <i>contribute</i> to the goal but will enable more focus where necessary.</p>	<p>Very Good</p>	<p>Collaborative working and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Very Good</p>

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Our contribution to the other goals will support and enable cohesive communities. The proposal doesn't directly <i>contribute</i> to the goal but will enable more focus where necessary.</p>	<p>Good</p>	<p>Collaborative working and communication with other organisations, partners and services is key to ensure a whole county approach.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>
<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. Human Rights - is about being proactive (see guidance) 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>	<p>The service will support the goal for a globally responsible Wales as required in conjunction with the Visions for Sport Wales and Powys County Council. The proposal will still enable children and young people to access resources and opportunities throughout Powys.</p>	<p>Good</p>	<p>Collaborative working and communication with other organisations, partners and services is key to ensure a whole county approach.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	<p>The service already has Welsh speaking officers and provides activities and information bilingually as required. The proposal should not have a significant impact.</p>	<p>Unknown</p>	<p>Collaborative working and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Neutral</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	The service received a staff award for the promotion and use of the Welsh Language within its delivery and operation. The proposal should not have a significant impact.	Neutral	As above.	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	The service, with its partners, encourages sport, art, and recreation as part of a more regular routine for residents and communities. The positive benefits and impacts of this are widely known and promoted to increase participation throughout society. The proposal should not have a significant impact but may have an impact in some areas.	Neutral	Collaborative working and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key. Following the COVID-19 outbreak, alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.	Good
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	The service has historically and continues to work with a wide range of people of all ages. The proposal will still enable this.	Good	As above.	Good
<i>Disability</i>	The service has historically and continues to work with a wide range of people of all abilities, with a specific focus on disability and inclusion with a dedicated officer part funded through Disability Sport Wales. The proposal will still enable this and development of the Insport accreditation for Powys as a Council and for clubs and organisations is a key focus.	Good	As above.	Good
<i>Gender reassignment</i>	No impact expected	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	The proposal will have no impact or effect on this characteristic.	Neutral		Choose an item.

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Race</i>	The service has historically and continues to work with a wide range of people, mainly providing, facilitating, and delivering universal services. Should a specific need be identified the service would respond appropriately.	Neutral		Choose an item.
<i>Religion or belief</i>	As above.			
<i>Sex</i>	As above.			
<i>Sexual Orientation</i>	As above.			
<i>Pregnancy and Maternity</i>	As above.			
<i>Socio-economic duty</i>	As above.	Neutral		Choose an item.

Source of Outline Evidence to support judgements
Service knowledge and history including the benefits and impacts of sport and physical activity on a range of other agendas

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				

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>Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i></p>	<p>The proposal will continue to positively impact on this principle, even with a reduced budget. It will support future generations to meet their own needs by engaging in more regular physical activity, understanding the numerous benefits it will have on other elements of their lives and improving their overall health and wellbeing.</p>	<p>Good</p>	<p>Collaborative working and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>
<p>Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i></p>	<p>The proposal encourages this principle, (although the service has been working collaboratively for a number of years) and will have a positive impact (even with a reduced budget) as working with others to achieve shared sustainable solutions will enable joint objectives and outcomes to be realised .</p>	<p>Good</p>	<p>Further collaborative working, positive engagement and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key to agree and achieve joint objectives and outcomes.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</i></p>	<p>The proposal does not impact on this principle as the service will continue to work more specifically in some areas to ensure engagement and involvement of as many of our residents and members of our communities as possible.</p>	<p>Good</p>	<p>Further collaborative working, positive engagement and communication with other organisations, partners and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention is key to agree and achieve joint objectives and outcomes.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>

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>Prevention: <i>Understanding the root causes of issues to prevent them from occurring including:</i></p> <p>Safeguarding: <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 proposal will not impact on this principle as the service will continue to work more specifically in some areas to understand issues and developing initiatives to address them – especially early intervention and prevention agendas.</p>	<p>Good</p>	<p>Further collaborative working, positive engagement and communication with residents, communities, other organisations, partners, and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention or involvement is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Good</p>
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>The proposal will not impact on this principle and the service will continue to work collaboratively to agree joint objectives and outcomes to be planned, delivered, and realised.</p>	<p>Good</p>	<p>Further collaborative working, positive engagement and communication with residents, communities, other organisations, partners, and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention or involvement is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Very Good</p>
<p>Powys County Council Workforce: What Impact will this change have on the Workforce?</p>	<p>This proposal should not have an impact on the workforce but as a service we continuously review and monitor the workforce, programmes, and outcomes to ensure that the budgets and funding available are maximised and put to best use. Reconfiguration of the resources available, including staff will be undertaken from time to time.</p>	<p>Neutral</p>	<p>The service will continue to monitor and review the workforce, providing training and development opportunities where possible, or reconfiguring to maximise budgets and funding available.</p>	<p>Good</p>

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Payroll: 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?	N/A	Neutral	N/A	Neutral
Welsh Language impact on staff	The proposal should not have an impact here.	Neutral	N/A	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	The proposal should not have an impact here as apprentices are externally funded.	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				
Service knowledge and history including the benefits and impacts of sport and physical activity on a range of other agendas.				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



<p>This proposal may have a small impact on communities.</p>	<p>This proposal may have a small impact on residents and communities as there may not be as many resources or opportunities available.</p>	<p>Minor</p>	<p>Further collaborative working, positive engagement and communication with residents, communities, other organisations, partners, and services will enable a whole county approach. Understanding areas of need, gaps, individuals, and groups that may need specific intervention or involvement is key.</p> <p>Alternative methods of delivery such as virtual and online are being explored, developed, and delivered. This will continue and be enhanced over time.</p>	<p>Minor</p>	
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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)
Potential reduced delivery of healthy physical activity	Low	Other services / organisations commissioned to deliver healthy physical activity	Low
Potential reduced development of clubs, communities, individuals	Low	Other services / organisations commissioned to deliver healthy physical activity – additional budget requirements	Low
Increase of people accessing health services due to reduced physical activity levels	Low	Other services / organisations commissioned to deliver healthy physical activity – additional budget requirements	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
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Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Although there may be a reduced core budget to the service over the next two years from Powys County Council, between the three funding streams (PCC, Sport Wales & Disability Sport Wales) there are sufficient budgets and funding available to provide and deliver an effective service. Due to the recent changes within the Council and Sport Wales, objectives and outcomes have been reconfigured which has enabled a different approach to be explored and proposed. Officers time and agreed programmes will need to be more streamlined based on identified needs and gaps which may mean that not all services and activities previously provided will be available. There is also the addition of increased and developing virtual / online offer which should engage a range of participants.

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

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

N/A

12. On-going monitoring arrangements?

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

Regular meetings with the officers, Head of Service, National Governing Bodies, other service, and service users

Please state when this Impact Assessment will be reviewed.

February 2021

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Jenny Ashton		
Head of Service:	Nina Davies		
Portfolio Holder:	CLlr Rachel Powell		

14. Governance

Decision to be made by	Date required
Choose an item.	

FORM ENDS

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	Housing	Head of Service	Nina Davies	Director	Nigel Brinn	Portfolio Holder	Cllr Iain McIntosh
Proposal	Housing General Fund budget proposals for 2021 – to deliver £25,000 savings whilst maintaining the provision of statutory strategic housing services, housing advice, homeless service, and housing standards.						

Outline Summary / Description of Proposal

Summary
 The Housing General Fund (HGF) controllable budget for 2020-2021 was £633,066.

Statutory Services provided by the HGF
 HGF funds the following main statutory duties:

-  **Assessing Housing Need¹** – undertake and update a Local Housing Market Assessment and a Gypsy Traveller Accommodation Assessment, maintain a register of housing need in Powys (without which the Council cannot allocate social housing) and assess housing need and demand to allocate resources and housing grants for new homes in Powys.
-  **Housing Advice and Homelessness²** – a duty to prevent homelessness and assist those who are homeless, to provide advice and assistance in relation to housing and accommodation needs, to produce and implement a homeless strategy and to provide temporary and emergency accommodation.
-  **Housing Standards³** – a duty to make sure the Housing Health and Safety Rating System is applied in Powys, to license certain premises, to offer Disabled Facilities Grant (DFG) and adaptations for people with disabilities. Housing standards includes energy efficiency advice and funding⁴, to reduce fuel poverty.

The proposal is for a reduction in budget of £25,000 for the 2021/22 financial year.

- £25,000 from the removal of the temporary Gypsy & Traveller site for the annual Royal Welsh Agricultural Show (RWAS)

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

Version	Author	Job Title	Date
V1	Andy Thompson	Professional Lead - Housing	December 28 th , 2020
V2	Andy Thompson	Professional Lead - Housing	11 th January 2021
V3	Andy Thompson/Dafydd Evans	Professional Lead – Housing / Service Manager Housing Solutions	14 th January 2021

¹Housing Act (Wales) 2014

² Housing Act 1996; Code of Guidance for Local Authorities on Allocation of Accommodation and Homelessness - Wales 2016; Housing Act (Wales) 2014

³ Social Services and Wellbeing (Wales) Act 2014; Housing Grant, Construction and Regeneration Act 1996; Regulatory Reform (Housing Assistance) (England and Wales) Order 2002; Housing Act 2004; Housing Health and Safety Rating System (England) Regulations 2005

⁴ Environment (Wales) Act 2016

2. Profile of savings delivery (if applicable) (excludes Budget Pressure Provision)

Starting Budget	2020-21 savings	2021-22	2022-23	2023-2024	TOTAL
£633,066	£25,000	£25,000	£	£0	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	The provision of the temporary Gypsy & Traveller site for the annual Royal Welsh Show is not a statutory requirement. The provision of the site was managed by a multidisciplinary/agency working group and therefore consultation already undertaken with Police, Royal Welsh Agricultural Society and Gypsy & Traveller Liaison. The non-provision of the site will be publicised on social media and communicated to the Gypsy and Traveller community. The site provision was cancelled due to the Covid-19 event in 2020. The impact of the pandemic on the 2021 RWAS is currently unknown.

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**

Adult Social Care, Childrens Services, Corporate Parenting, Income and Awards, Health and Safety

Adult Services	✓	Education	<input type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children’s Services	✓	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	✓
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	✓	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	✓	Workforce and OD	<input type="checkbox"/>

Data Protection Impact Assessment

Will the proposal involve processing the personal details of individuals? No
(Is Powys County Council the data controller? N/A)

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		Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	✓	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	✓	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

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

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
The Economy We will develop a vibrant economy	Removal of the temporary Gypsy & Traveller site at the annual RWAS may deter attendance at the show by members of the Gypsy and Traveller community. There could be disruption to the show if there were to be unauthorised encampments, and services/agencies may have to undertake activities to mitigate incursions. The numbers of Gypsy and Travellers attending the temporary stopping place has been reducing over recent years.	Poor	The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area.	Unknown
Health and Care We will lead the way in effective, integrated rural health and care	As there will not be the provision of a temporary Gypsy and Traveller site, any encampments will be dealt with in accordance with the unauthorised site guidance issued by Welsh Government. This includes undertaking a Welfare Assessment which identifies any needs.	Neutral	The Welfare Assessment will identify any Health and Care needs and services will be advised.	Neutral
Learning and skills We will strengthen learning and skills		Choose an item.	N/A	Choose an item.
Residents and Communities We will support our residents and communities	Removal of the temporary Gypsy & Traveller site at the annual RWAS may lead to the use of non-official sites, which may impact on local residents and communities. Unauthorised encampments may impact as services/agencies undertake assessments and consider alternatives.	Poor	The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area.	Unknown

Source of Outline Evidence to support judgements

The Ysgiog Gypsy and Traveller Temporary Stopping Place Project Group and the Gypsy and Traveller Accommodation 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?	<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>No impact expected</p>	<p>Neutral</p>	<p>N/A</p>	<p>Neutral</p>

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 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>No impact expected</p>	<p>Neutral</p>		<p>Neutral</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. 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>	<p>As there will not be the provision of a temporary Gypsy and Traveller site, any encampments will be dealt with in accordance with the unauthorised site guidance issued by Welsh Government. This includes a Welfare Assessment which identifies any needs.</p>	<p>Neutral</p>	<p>The Welfare Assessment will identify any Health and Care needs and services will be advised.</p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Removal of the temporary Gypsy & Traveller site at the annual RWAS may deter attendance at the show by members of the Gypsy and Traveller community. The number of households attending the temporary site has been reducing year on year.</p>	<p>Neutral</p>	<p>The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area.</p>	<p>Neutral</p>

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 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>	<p>Unauthorised encampments will be dealt with in accordance with the Welsh Government Unauthorised site guidance.</p>	<p>Neutral</p>	<p>The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area</p>	<p>Neutral</p>
<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>	<p>No impact expected</p>	<p>Neutral</p>		<p>Neutral</p>
<p>Opportunities to promote the Welsh language</p>	<p>No impact expected</p>	<p>Neutral</p>		<p>Neutral</p>

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
Welsh Language impact on staff	No impact expected	Choose an item.		Choose an item.
People are encouraged to do sport, art and recreation.	No impact expected	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).				
Age	No impact expected	Choose an item.		Choose an item.
Disability	No impact expected	Choose an item.		Choose an item.
Gender reassignment	No impact expected	Choose an item.		Choose an item.
Marriage or civil partnership	No impact expected	Choose an item.		Choose an item.
Race	The removal of the temporary site at the Royal Welsh Show impacts on Gypsy & Traveller individuals and families as the community has attended the RWAS for a number of years.	Poor	Consultation has been undertaken with the RWAS, Police and Gypsy & Traveller Liaison. The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area. The RWAS was cancelled in 2020 due to the pandemic and Gypsy and Traveller families attended the area. The communication pathways established in 2020 will assist in disseminating information in 2021 onwards.	Unknown
Religion or belief	No impact expected	Choose an item.		Choose an item.

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
<i>Sex</i>	No impact expected	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	No impact expected	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	No impact expected	Choose an item.		Choose an item.
<i>Socio-economic duty</i>	No impact expected	Neutral		Neutral

Source of Outline Evidence to support judgements
Gypsy and Traveller Accommodation Assessment and the Ysgiog Gypsy and Traveller Temporary Stopping Place Project Group

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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
<i>Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	No impact expected as the provision of the managed site for the last few years has resulted in reducing numbers attending.	Neutral	N/A	Neutral

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
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The Council currently collaborates with relevant organisations and agencies to provide support for the Gypsy and Traveller community. The unauthorised encampments assessment, which includes a Welfare Assessment, does mean that agencies will continue to collaborate.	Neutral	The unauthorised encampments assessment which includes a Welfare Assessment does mean that agencies will continue to collaborate.	Neutral
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including:</i>	The communication with the Gypsy and Traveller community following the cancellation of the RWAS during 2020 will be repeated for 2021. The provision of the managed site has enabled effective engagement with the families who attend the show.	Neutral	The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area.	Unknown
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No impact expected	Neutral	N/A	Neutral
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	The provision of the managed site for the last few years has enabled engagement with the Gypsy and Traveller community and reduced the numbers attending.	Neutral	Consultation has been undertaken with the RWAS, Police and Gypsy & Traveller Liaison. The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area.	Neutral
Safeguarding: <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>	Any unauthorised encampments will be dealt with in accordance with the Welsh Government guidance, which includes considerations for safeguarding.	Neutral	In the event of unofficial sites, the Council will undertake an Initial Encampment Assessment to assess the impact on the residents or local community. If necessary, a Welfare Assessment will be undertaken to find out if any support is needed for vulnerable members of the group.	Neutral

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
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The service has an integrated approach to meeting its statutory duties.	Poor	Consultation has been undertaken with the RWAS, Police and Gypsy & Traveller Liaison. Consideration will be given to finding measures to mitigate the impact.	Neutral
Powys County Council Workforce: What Impact will this change have on the Workforce?	The Housing Service were managing the authorised site and resources can now be re-allocated. Unauthorised sites may impact on other services in particular Highways and Social Services.	Poor	The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area	Neutral
Payroll: 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?	No impact expected	Neutral	N/A	Neutral
Welsh Language impact on staff	No impact expected	Neutral	N/A	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	No impact expected	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				
Gypsy and Traveller Accommodation Assessment and the Ysgiog Gypsy and Traveller Temporary Stopping Place Project Group.				

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

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
Removal of the temporary Ysgiog site during the Royal Welsh Show would impact the Gypsy & Traveller community, and may impact on local residents and communities.	Some residents may support the non-provision, however, unauthorised encampments can cause disruption.	Minor	The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area. In the event of unofficial sites, the Council will undertake an Initial Encampment Assessment to assess the impact on the residents or local community.	Minor	Gypsy and Traveller Accommodation Assessment and the Ysgiog Gypsy and Traveller Temporary Stopping Place Project Group

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

The risk is around the removal of the temporary Ysgiog site for the Royal Welsh and the potential impacts of that on the Gypsy & Traveller community, and on local residents and communities.

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)
Removal of the temporary Gypsy & Traveller site at the annual RWAS may lead to the use of non-official sites and unauthorised encampments, which may impact on local residents and communities.	Low	The Gypsy and Traveller community who normally attend the temporary site will be advised that there will no	Low

		longer be a site provided and that any unauthorised sites will be dealt with in accordance with the Welsh Government unauthorised site guidance. They should therefore make arrangements prior to arriving in the area. In the event of unofficial sites, the Council will undertake an Initial Encampment Assessment.	

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
Removal of the temporary Ysgiog site for the Royal Welsh Show would impact Gypsy & Travellers, and may impact on local residents and communities. However, the impact has been rated as low. The provision and management of the site for the last few years has reduced the number of households attending.		

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

What additional evidence and data has informed the development of your proposal?
Gypsy and Traveller Accommodation Assessment and the Ysgiog Gypsy and Traveller Temporary Stopping Place Project Group.

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Annual monitoring at the time of the RWAS. The Council will manage unauthorised encampments in accordance with Welsh Government Guidance and report any unauthorised sites in accordance with the revised "Caravan Count" provisions.
Please state when this Impact Assessment will be reviewed.
December 2021

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Andy Thompson		
Head of Service:	Nina Davies		

Director:	Nigel Brinn		
Portfolio Holder:	CLlr Iain McIntosh		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

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	HTR	Head of Service	Matt Perry	Portfolio Holder	Clr Heulwen Hulme
Proposal	Review of Fleet Maintenance Service				
Outline Summary / Description of Proposal					
<p>In recognition of projected reducing fleet numbers (subject to other savings proposals) and the managed fleet renewal process, further efficiency can be gained from reduced maintenance and repairs.</p> <p>This review will need to compare in-house service options (1 or 2 workshops), combined in-house and external provision (1 workshop with external support for certain locations) and fully external provision (single or multiple supplier). In-house provision will require capital investment.</p> <p>In addition to and preceding the full review, efficiencies can be gained following the introduction of a changed working pattern in 2019/20, along with the benefits of reduced repairs associated with the successful progression of the fleet replacement programme. This will enable a reduction of labour resource required, starting from 2020/21 with an anticipated reduction of 2 fte posts.</p> <p>Commissioning - Soft market testing will be needed to gauge level of interest from external suppliers. This will help the service evaluate the various options available.</p> <p>At this point we cannot determine possible savings that may be available through this process, but it is considered that procurement/transfer or any capital investment in-house could be achieved for 2022/23.</p>					

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

Version	Author	Job Title	Date

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£100k	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Choose an item.	

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input 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"/>					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <input checked="" 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 type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

5. How does your proposal impact on Vision 2025?

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
The Economy We will develop a vibrant economy	No Impact	Neutral		Choose an item.
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	No Impact	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	No Impact	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	No Impact	Neutral		Choose an item.

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 a more positive impact or to 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>		Neutral		Choose an item.
<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>		Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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>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>		Neutral		Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</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> <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>		Neutral		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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>		Neutral		Choose an item.

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Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>		Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>		Neutral		Choose an item.
<i>Disability</i>		Neutral		Choose an item.
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.
<i>Socio-economic duty</i>		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?	IMPACT 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?	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.		Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Proposal could provide added opportunity for working with others	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Proposal could provide added opportunity for working with others	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.		Neutral		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Neutral		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	There will be a reduction is employed staff	Neutral	Management of Change Process	Neutral
Payroll: 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?		Neutral		Choose an item.
Welsh Language impact on staff		Poor		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Neutral		Choose an item.
Source of Outline Evidence to support judgements				

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

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
		Choose an item.		Choose an item.	

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)
Unable to properly maintain owned fleet	Low		
No cost reduction through other commissioning routes	Medium	Look at all options, incl collaboration with others and other options	

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Low impact overall. Very low external impact.	

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?
Please state when this Impact Assessment will be reviewed.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	John Forsey		
Head of Service:	Matt Perry		
Portfolio Holder:	Cllr Heulwen Hulme		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

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	HTR	Head of Service	Matt Perry	Portfolio Holder	Clr Aled Davies
Proposal	Review & Efficiencies within School & Public Transport Provision				
Outline Summary / Description of Proposal					
<p>The existing budgets for both Public and School Transport are significant, circa £10.2m and £2.6m controllable budget respectively.</p> <p>Provision of school transport is a statutory requirement, whereas local authorities have a duty under the 1985 Transport Act to ‘<i>secure the provision of such public transport services as they consider appropriate to meet any public transport requirements which would not otherwise be met</i>’. In a sparse, rural county such as Powys the viability for commercial routes are few and therefore is a need for a subsidised services to meet the need and satisfy our duty.</p> <p>Public and School transport are interdependent with an integrated approach being applied to operate them efficiently. This interdependency therefore presents complications when considering statutory and non-statutory provisions. The other dependency for school transport is the School network and any present and future re-modelling of schools. Transport is a critical element that needs to be considered in determining the most appropriate school provision (numbers/locations). It is therefore imperative that when looking at the remodelling of the school network, that proper consideration is given to the £55k per day it currently costs to transport learners to school.</p> <p>The other interdependency that needs careful consideration, is the impact of any reduction in capacity or routes now, against taking forward proposals in the 21st Century Schools programme. For example, the likely additional costs to transporting more learners to potentially less schools.</p> <p>An indicative percentage saving has been applied crudely to both budgets based on improved efficiencies, set against existing and future budget pressures. As a result of a new funding regime via Welsh Government, this has allowed the Transport department to reprofile its budgets and meet the savings outlined below.</p>					
Proposed saving	2020/21	2021/22	2022/23	Total Saving	
3% reduction in schools transport spend		-£276,804		-£276,804	
10% reduction in net public transport budget		-£272,117		-£272,117	

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

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Version	Author	Job Title	Date
V1.0	John Forsey	Senior Manager Corporate Fleet & Transport	18/12/2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£549k	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Choose an item.	

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes X No <input type="checkbox"/>					
Is Powys County Council the data controller? Yes X No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Project will have to be progressed to consider impact of proposals	Neutral		Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	N/A	Unknown		Unknown
Learning and skills We will strengthen learning and skills	<p>There may be an impact on a small number of pupils in some schools due to the changes in the bus network and some may end up having a longer journey or changing buses. However, in line with the amended school transport policy they would be provided with transport to their nearest school</p> <p>If parental choice is for a pupil to attend an English-medium school that wasn't their nearest school, then the parent/carer would need to make their own arrangements for transport.</p>	Neutral	Will still be required to carry 5500 learners to school safely every day	Neutral
Residents and Communities We will support our residents and communities	Home to school transport will be provided for learners who ordinarily reside in Powys to attend their nearest suitable school or catchment school, therefore supporting residents to access schools within their communities. This enables community cohesion and a social infrastructure to develop within these communities	Neutral	Home to school transport is a statutory service.	Neutral

Source of Outline Evidence to support judgements

We spend around £55k per school day with local suppliers. To make a £500k reduction will require the daily spend to reduce by £2,700 per day which is around a 5% reduction. Care will be taken to spread the cost reduction equally across the supplier base.

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 a more positive impact or to 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>	<p>Project will have to be progressed to consider impact of proposals</p> <p>It is not anticipated that implementation of the revised policy would have a significant impact on the level of home to school transport provided, therefore there would be no impact on this well-being goal.</p>	<p>Neutral</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>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council
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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>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>	<p>The law provides that the Council provides free school transport for primary aged children who live more than 2 miles from their nearest suitable school and 3 miles for secondary aged learners. Where we do not provide transport for learners who do not qualify under the distance criteria, learners and families should be encouraged to make use of alternative active travel arrangements such as walking & cycling</p>	<p>Neutral</p>		<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>The current school transport policy confirms that transport will be provided to eligible learners to their nearest or catchment school – this will ensure that eligible learners will be able to attend their local primary school, strengthening links with the local community, building community cohesion and a social infrastructure.</p>	<p>Neutral</p>		<p>Choose an item.</p>
<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>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
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. Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	The revised policy promotes access to Welsh-medium education, as required by the Learner Travel (Wales) Measure 2008. We would still be required to deliver this policy	Good		Choose an item.
<i>Opportunities to promote the Welsh language</i>	The revised policy promotes access to Welsh-medium education, as required by the Learner Travel (Wales) Measure 2008. We would still be required to deliver this policy	Good		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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). Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).				
<i>Age</i>	Any changes to provision will not change the age range we provide home to school transport	Neutral		Choose an item.
<i>Disability</i>	Any changes to the provision would potentially be applicable to all pupils. As outlined in the policy, transport will be provided to learners with SEN/ALN in accordance with their statutory plan.	Neutral		Choose an item.
<i>Gender reassignment</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.
<i>Race</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.
<i>Religion or belief</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.
<i>Sex</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.

Cyngor Sir Powys County Council
Impact Assessment (IA)

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Sexual Orientation</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.
<i>Socio-economic duty</i>	The revised arrangements could be applied to all learners	Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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 a more positive impact or to 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.	The Council may need to further review the provision of Home to School Transport in the future in order to align with plans which are taken forward as part of the Council's Strategy for Transforming Education in Powys	Unknown		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Any changes to the provision will be done in consultation with the school service.	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Any changes to the provision will be communicated to parents via social media and the Council's webpage, as well as direct targeting to all schools for dissemination to parents, pupils, governors and staff.	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	The contracts requires contractors to undertake enhanced safeguarding check (DBS clearance) every 3 years. All drivers are required to undertake safeguarding training with the authority. They also complete online training through the NSPCC. During the tendering process, all contractors must evidence that they adhere to a safeguarding policy.'	Good		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	N/A	Choose an item.		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	N/A	Choose an item.		Choose an item.
Payroll: 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?	N/A	Choose an item.		Choose an item.
Welsh Language impact on staff	N/A	Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	N/A	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				

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

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
		Choose an item.		Choose an item.	

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)
If 'hit' too hard some bus operators may go out of business		Where possible, spread the reduction in provision across the supplier base	

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The outline assessment suggests that the negative impact of reducing capacity in the current provision is low, and that, overall, the impact is positive as we will still transport the same number of learners to school.	

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

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

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
If the reduction in capacity is achieved, the impact will be monitored annually, and if the provision needs changing due to changes in other policies or the law, then the policy and provision will need to be revised to take account of these changes.
Please state when this Impact Assessment will be reviewed.
Quarterly

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	John Forsey		
Head of Service:	Matt Perry		
Portfolio Holder:	Cllr Aled Davies		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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	HTR	Head of Service	Matt Perry	Portfolio Holder	Clr Heulwen Hulme
Proposal	Four Weekly Residual Collections				
Outline Summary / Description of Proposal					
To move to a four weekly refuse collection service whilst sustaining a weekly recycling service. By reducing the quantity of waste for disposal and increasing the amount recycled from the kerbside, the change will make a modest contribution to savings, but should make a significant contribution to the council meeting strict WG recycling targets and thus avoiding fines.					

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

Version	Author	Job Title	Date
1.0	Ashley Collins	Senior Manager – Compliance and Waste Strategy	18 th June 2018
1.1	Ashley Collins	Senior Manager – Waste and Recycling Strategy and Operations	23 rd September 2019
1.2	Ashley Collins	Senior Manager – Waste and Recycling	31 st December 2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£105	£105	£210

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public consultation required	Following cabinet decision, the consultation will ask for residents’ views on how it should be implemented. This will need to be completed prior to rollout of the new collection service.

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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"/> Yes	Education	<input type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? No <input type="checkbox"/> Nothing in addition to current systems					
Is Powys County Council the data controller? Yes					
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"/> All of Powys	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	By increasing the amount recycled, waste is being used as a resource which will contribute to the circular economy	Good	N/A	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Some residents with health issues may struggle with the reduction in residual capacity	Poor	Residents who produce additional waste as a result of health issues will be able to apply for additional capacity	Neutral
Learning and skills We will strengthen learning and skills	There will be no impact	Neutral	N/A	Neutral
Residents and Communities We will support our residents and communities	Some residents may see this as a reduction in service which will encourage flytipping and other antisocial behaviour	Poor	Effective communication and awareness raising	Neutral

Source of Outline Evidence to support judgements

Experience gained from the three weekly collection and other authorities trialling four weekly collections.

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 a more positive impact or to 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>	<p>As there is still a considerable amount of recyclable material being disposed of via the residual waste stream, increasing the recycle collected will mean that resources are used more efficiently. The collection of more recycle will also stimulate the market for reprocessing and thus create wealth and jobs</p>	<p>Good</p>	<p>Good communications to boost awareness and understanding of service and requirement for good quality recycle.</p>	<p>Very Good</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 moving to a four weekly service will encourage residents who may only recycle sporadically to do so more regularly and increase our recycling rates to conserve natural resources, reduce landfill and meet the WG targets.</p>	<p>Good</p>	<p>As above, good communications to boost awareness and understanding of service and requirement for good quality recycle.</p>	<p>Very Good</p>

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Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	<p>There is likely to be a concern about the health impacts of moving to a four weekly service, particularly as regards the potential attraction of vermin. There are also concerns regarding keeping non-infectious clinical waste (nappies, incontinence pads, colostomy bags) for an extended period.</p>	<p>Poor</p>	<p>If residents use the service correctly, maximising recycling and securely bagging any potentially problematic waste, this issue will be minimised. Where residents genuinely require additional capacity, such as a medical issue or larger families with children in nappies, this is already taken into account. Awareness Advisors are available to assist residents with any problems that they may have. There is also an assisted collection scheme for residents who struggle with the existing arrangements.</p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Maximising recycling from the kerbside collection will benefit all members of the community through the positive impact on climate change and the reduction on the cost of the service allowing Council funds to be spent more effectively.</p>	<p>Good</p>	<p>All residents within the communities will need to be targeted effectively through communication, awareness and enforcement.</p>	<p>Very Good</p>
<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>	<p>One of the key drivers of this change is the positive impact on climate change through the increase in recycling and reduction in landfill. It will also impact positively on social and economic well-being as funds can be diverted to be spent more effectively on services for the public.</p>	<p>Good</p>	<p>All residents within the communities will need to be targeted effectively through communication, awareness and enforcement.</p>	<p>Very Good</p>
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	All residents within the communities will need to be targeted effectively through communication, awareness and enforcement. All promotional material is produced in both languages.	Good	Welsh speakers are available if required for awareness events.	Good
<i>Opportunities to promote the Welsh language</i>	All promotional material is produced in both languages.	Good	Welsh speakers are available if required for awareness events.	Good
<i>People are encouraged to do sport, art and recreation.</i>	Not applicable for this policy/service change.	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	Powys households consist of a mix of ages and we are aware that certain household types may need additional help and support if the four weekly service comes into effect. Families with children in nappies and older people who generate non-infectious clinical waste will be most affected by this change.	Poor	Where residents genuinely require additional capacity, such as a medical issue or larger families with children in nappies, this can be considered. Awareness Advisors are available to assist residents with any problems that they may have. There is also an assisted collection scheme for residents who struggle with the existing arrangements.	Neutral
<i>Disability</i>	Disabled residents or those with a medical condition which requires them to dispose of large quantities of incontinence waste may need additional support.	Poor	Residents with disabilities who have no other family support may be eligible for an assisted collection and those with large quantities of incontinence waste due to a medical condition would be offered an additional bin or bags to help them manage.	Neutral
<i>Gender reassignment</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	N/A	Neutral
<i>Marriage or civil partnership</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	N/A	Neutral
<i>Race</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	Potential to communicate with key groups if there appears to be limited recycling by a household, including providing promotional material in alternative languages.	Good
<i>Religion or belief</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	N/A	Neutral

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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>Sex</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	N/A	Neutral
<i>Sexual Orientation</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	N/A	Neutral
<i>Pregnancy and Maternity</i>	The key impact here will be on the capacity to dispose of nappies with a four weekly collection.	Poor	Families with two or more children in nappies will be offered support and additional capacity via an extra bin or purple sacks following an assessment if requested. A separate AHP collection service is being considered.	Neutral
<i>Socio-economic duty</i>	No impact - every household in Powys receives a kerbside collection of recycling and residual waste.	Neutral	N/A	Neutral

Source of Outline Evidence to support judgements
Experience gained from the three weekly collection and other authorities trialling four weekly collections.

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
Sustainable Development Principle (5 ways of working)				
Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	There is an immediate pressure to make savings, however in the longer term there is a need to increase recycling to achieve WG targets and minimise risk of fines. Reducing the frequency of residual waste collections will contribute to this aim.	Good	If residents use the service correctly, maximising recycling and securely bagging any potentially problematic waste, reducing the frequency of residual collections will not pose any serious problems. Where residents genuinely require additional capacity, such as a medical issue or larger families with children in nappies, this can be considered. Awareness Advisors are available to assist residents with any problems that they may have. There is also an assisted collection scheme for residents who struggle with the existing arrangements.	Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The move to four weekly collections is one of several methods of achieving the WG statutory targets. We will be working with our third party suppliers to maximise the effectiveness of Household Waste Recycling Centres and income from recycle.	Good	Maintaining proactive dialogue with third party providers on any changes to service to ensure consistent delivery.	Good

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including:</i></p> <p>Unpaid Carers: <i>Ensuring that unpaid carers views are sought and taken into account</i></p>	<p>Views will again be sought from residents on how to mitigate for those who may genuinely struggle with a Four week service and seek input re any concerns so as to plan accordingly for the service and how to communicate with households and about what.</p> <p>There may be an impact on people who care for relatives and friends with assistance for collections and capacity issues</p>	Good	Results from consultation will be used to inform decision and subsequent implementation	Good
<p>Prevention: <i>Understanding the root causes of issues to prevent them from occurring including:</i></p> <p>Safeguarding: <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>Good communications required and engagement by Powys residents to ensure smooth implementation of service.</p> <p>Some residents may be vulnerable, such as older disabled residents who live alone and require assistance</p>	Good	Communications plan and resources will be put in place to help respond to any concerns expressed and encourage residents to recycle all they can.	Good
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>One of the key drivers of this change is the positive impact on climate change through the increase in recycling and reduction in landfill. It will also impact positively on people and the economy as funds can be diverted to be spent more effectively on services for the public.</p>	Good	All residents within the communities will need to be targeted effectively through communication, awareness and enforcement.	Good
<p>Powys County Council Workforce: What Impact will this change have on the Workforce?</p>	<p>Some impact on working practices with changes to collection schedules</p>	Neutral	Workforce will be involved in implementation	Good

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Payroll: 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?	There will be no impact from this proposal	Neutral	N/A	Neutral
Welsh Language impact on staff	There will be no impact from this proposal	Neutral	N/A	Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	There will be no impact from this proposal	Neutral	N/A	Choose an item.
Source of Outline Evidence to support judgements				
Experience gained from the three weekly collection and other authorities trialling four weekly collections.				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement

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All communities will be affected	Reducing collection frequency may be seen as an excuse for flytipping which causes a blight on the community	Minor	Awareness and Enforcement within communities to minimise the negative impact	Choose an item.	Insignificant
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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)
Residents not having enough capacity for residual waste	Medium	Effective communication and awareness raising – provision of additional capacity as applicable	Low
Perceived issue of storing non-infectious clinical waste – AHPs and colostomy bags	Medium	Effective communication and awareness raising – provision of additional capacity as applicable	Low
High requirement for additional recycling containers and residual capacity	Medium	Ensure enough stock is available	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
With effective communication, awareness and enforcement, the impact on communities will be minimal and there will be no adverse affects on any particular residents. In the longer term, the impact is positive in terms of contributing to the circular economy to benefit future generations.	

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?
The effect on materials collected will be monitored through the data that is routinely collected and reported on. Any adverse impacts such as increases in antisocial behaviours such as flytipping will also be recorded and monitored.
Please state when this Impact Assessment will be reviewed.
Six months after implementation.

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13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Ashley Collins	<i>A.P.C.</i>	31 st December 2021
Head of Service:	Matt Perry		
Portfolio Holder:	Clr Heulwen Hulme		

14. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

Cyngor Sir Powys County Council

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Service Area	HTR	Head of Service	Matt Perry	Portfolio Holder	Clr Heulwen Hulme
Proposal					
Outline Summary / Description of Proposal					
In line with the move to 4 weekly collection of domestic waste, the move to 3 operational depots and other improvements in service delivery, this review will realise these benefits through reduced vehicles and staffing establishment.					

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

Version	Author	Job Title	Date
1.0	Ashley Collins	Senior Manager – Waste and Recycling Strategy and Operations	23 rd September 2019
1.1	Ashley Collins	Senior Manager – Waste and Recycling	31 st December 2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£114K	£	£

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 and Corporate Parenting?) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY					
Adult Services	<input type="checkbox"/>	Education	<input type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/> Yes
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? No					
Is Powys County Council the data controller? No					
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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	N/A	Neutral	N/A	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	N/A	Neutral	N/A	Neutral
Learning and skills We will strengthen learning and skills	N/A	Neutral	N/A	Neutral
Residents and Communities We will support our residents and communities	There will be a change in collection days which will impact on residents	Poor	Effective communication and awareness raising	Neutral

Source of Outline Evidence to support judgements
Experience learned from previous route optimisation exercises and evaluation of current rounds.

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
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.	N/A	Neutral	N/A	Neutral
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).	N/A	Neutral	N/A	Neutral

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Impact Assessment (IA)

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	N/A	Neutral	N/A	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	N/A	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>	N/A	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	N/A	Neutral	N/A	Neutral

Cyngor Sir Powys County Council

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>	N/A	Neutral	N/A	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	N/A	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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	N/A	Neutral	N/A	Neutral
<i>Disability</i>	N/A	Neutral	N/A	Neutral
<i>Gender reassignment</i>	N/A	Neutral	N/A	Neutral
<i>Marriage or civil partnership</i>	N/A	Neutral	N/A	Neutral
<i>Race</i>	N/A	Neutral	N/A	Neutral
<i>Religion or belief</i>	N/A	Neutral	N/A	Neutral
<i>Sex</i>	N/A	Neutral	N/A	Neutral
<i>Sexual Orientation</i>	N/A	Neutral	N/A	Neutral
<i>Pregnancy and Maternity</i>	N/A	Neutral	N/A	Neutral
<i>Socio-economic duty</i>	N/A	Neutral	N/A	Neutral

Source of Outline Evidence to support judgements
The only impact on residents and communities will be a change in collection day.

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 a more positive impact or to 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.	N/A	Neutral	N/A	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Neutral	N/A	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	N/A	Neutral	N/A	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	N/A	Neutral	N/A	Neutral

Cyngor Sir Powys County Council

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	N/A	Neutral	N/A	Neutral
Powys County Council Workforce: What Impact will this change have on the Workforce?	The effect is likely to be perceived as negative for the workforce as rounds and work base will be changed	Poor	Effective communication with workforce	Neutral
Payroll: 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?	Other than a change in work base there will be no impact on terms and conditions. There may be an increase in the requirement for overtime whilst rounds settle down	Poor	Ongoing monitoring of situation and dialogue with crews	Neutral
Welsh Language impact on staff	N/A	Neutral	N/A	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	N/A	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				
Experience learned from previous route optimisation exercises and evaluation of current rounds.				

Cyngor Sir Powys County Council

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

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
<i>All communities may be affected</i>	<i>Residents will have a change of collection day</i>	Minor	Effective communications to keep residents informed of any changes	Insignificant	<i>Previous route optimisation exercises</i>

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)
Changes to operational base and procedures are not accepted	Medium	Effective liaison with staff and trade unions	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
This proposal will primarily impact on the workforce due to the inevitable changes to the operational base for some staff. The impact on the public will be limited to collection day changes which could occur with any service change.	

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?

Routes are continuously monitored to evaluate effectiveness and to accommodate ongoing changes such as additional properties.

Please state when this Impact Assessment will be reviewed.

After six months of operation

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Ashley Collins	<i>A.P.C.</i>	31 st December 2021
Head of Service:	Matt Perry		
Portfolio Holder:	Clr Heulwen Hulme		

14. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	HTR	Head of Service	Matt Perry	Portfolio Holder	Clr Heulwen Hulme
Proposal	Reduction in Highways Maintenance				
Outline Summary / Description of Proposal					
To reduce highways maintenance to the lowermost level, bringing a reduction in staffing and rationalising the number of highway depots to 7no.; to reduce budgets whilst minimising risk, budgets will need to be re-prioritised.					
<i>*NB - Savings from depot closure (& temporary costs of relocation) have not been included in the savings calculations</i>					
The proposed reduction in highway maintenance will be in areas considered a lower risk such as rural and urban sweeping, traffic signs and storm & flood. The verge maintenance budget has been frozen, to account for forecast pressures such as Ash Die Back (which will require significant funding over medium term). Budgets have been re-prioritised to focus funding on the most fundamental service. There will be even more reliance on capital funding to deliver a reasonable level of essential works to fulfil statutory duty.					
Total operational staff working on County Highway maintenance will reduce to 47 staff .					

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

Version	Author	Job Title	Date
1	Shaun James	Senior Manager Technical Services	20/09/2019
1.1	Shaun James	Senior Manager Technical Services	1/12/2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£128K	£	£128K

Cyngor Sir Powys County Council

Impact Assessment (IA)

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3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Management of Change Process

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 type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>
		Legal and Democratic Services	<input type="checkbox"/>
		Property, Planning and Public Protection	<input type="checkbox"/>
		Transformation and Communications	<input type="checkbox"/>
		Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment			
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>
North	<input type="checkbox"/>	Builth and Llanwrtyd	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>
South	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>
		Knighton and Presteigne	<input type="checkbox"/>
		Llandrindod and Rhayader	<input type="checkbox"/>
		Llanfair Caereinion	<input type="checkbox"/>
		Llanfyllin	<input type="checkbox"/>
		Llanidloes	<input type="checkbox"/>
		Machynlleth	<input type="checkbox"/>
		Newtown	<input type="checkbox"/>
		Welshpool and Montgomery	<input type="checkbox"/>
		Ystradgynlais	<input type="checkbox"/>

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5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Road network will continue deteriorate.	Poor	A risk-based approach will be used when ranking and prioritising works.	Poor
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	N/A	Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills	N/A	Choose an item.		Choose an item.
Residents and Communities We will support our residents and communities	Road network will continue deteriorate.	Poor	A risk-based approach will be used when ranking and prioritising works.	Poor

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>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>	Staffing will be reduced.	Poor	Where possible reductions will be through natural wastage.	Poor
<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>		Choose an item.		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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>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>	<p>The overall living environment will be affected as general maintenance reduces, asset condition both short and long term will be exacerbated. This may impact upon a person's quality of life.</p>	<p>Poor</p>	<p>A risk-based approach will be used when ranking and prioritising works and spend.</p>	<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Road network will continue deteriorate.</p>	<p>Poor</p>	<p>A risk-based approach will be used when ranking and prioritising works.</p>	<p>Poor</p>
<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>		<p>Choose an item.</p>		<p>Choose an item.</p>
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>		<p>Choose an item.</p>		<p>Choose an item.</p>

Cyngor Sir Powys County Council

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>		Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>		Choose an item.		Choose an item.
<i>Disability</i>		Choose an item.		Choose an item.
<i>Gender reassignment</i>		Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>		Choose an item.		Choose an item.
<i>Race</i>		Choose an item.		Choose an item.
<i>Religion or belief</i>		Choose an item.		Choose an item.
<i>Sex</i>		Choose an item.		Choose an item.
<i>Sexual Orientation</i>		Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>		Choose an item.		Choose an item.
<i>Socio-economic duty</i>		Choose an item.		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?	IMPACT 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?	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.	Road network will continue deteriorate.	Poor	A risk-based approach will be used when ranking and prioritising works and spend.	Poor
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.		Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Choose an item.		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.		Choose an item.		Choose an item.

Cyngor Sir Powys County Council

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Choose an item.		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	Staffing will be reduced.	Poor	Where possible reductions will be through natural wastage.	Poor
Payroll: 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?		Choose an item.		Choose an item.
Welsh Language impact on staff		Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				

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

Communities	How does the proposal impact on residents and community?	IMPACT See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION See impact definitions in guidance document	Source of Outline Evidence to support judgement
All Powys	The overall living environment will be affected as general maintenance reduces, asset condition both short and long term will be exacerbated. This may impact upon a person's quality of life.	Minor	A risk-based approach will be used when ranking and prioritising works and spend.	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)
Roads will continue to deteriorate.	Medium	A risk-based approach will be used when ranking and prioritising works.	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The overall living environment will be affected as general maintenance reduces, asset condition both short and long term will be exacerbated and continue to deteriorate. This may impact upon a person's quality of life.	

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?
PCC: Impact Assessment Toolkit (March 2018)

What arrangements will be put in place to monitor the impact over time?
Road safety will be monitored through the normal statistics and data collection. Asset condition will continue to be monitored
Please state when this Impact Assessment will be reviewed.
After implementation

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Shaun James		
Head of Service:	Matt Perry		
Portfolio Holder:	Cllr Heulwen Hulme		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

Cyngor Sir Powys County Council

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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	HTR	Head of Service	Matt Perry	Portfolio Holder	Clr Heulwen Hulme
Proposal	Transfer of Public Conveniences				
Outline Summary / Description of Proposal					
<p>To transfer the operation of the two remaining public conveniences (Brecon & Ystradgynlais Bus stations) to Town or Community Councils or local interest groups or where no transfer can be completed to close the facilities. The aim is to ensure a sustainable future for the provision of public conveniences across Powys which takes into account the efficiencies identified for the service in the Medium Term Financial Plan. Transfer of the two public conveniences will save £43k.</p> <p>Previous transfers of public conveniences were accompanied with a transition payment over several years to ease the initial financial burden for the new operator while they seek alternative support and to make the transfer a more attractive proposal. There is a budget amount identified to enable for this transition period and meet the £43k saving. An additional saving (£24K) can be realised by not providing for transition payments; however this does increase the risk of assets not being transferred and increases the likelihood of closure.</p> <p>Failure to transfer the assets will result in closure and they will be declared surplus to requirements for disposal. Failure to dispose of the asset will require budget to make safe / demolish asset.</p>					

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

Version	Author	Job Title	Date
1.0	Shaun James	Senior Manager Highways Technical Services	20 th Sept 2019
1.1	Shaun James	Senior Manager Highways Technical Services	1 st Dec 2020
1.2	Shaun James	Senior Manager Highways Technical Services	20 th Jan 2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£43K + £24K	£	£67K

3. Consultation requirements

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Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Town Councils will be consulted.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? No					
Is Powys County Council the data controller? No					
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 checked="" type="checkbox"/>

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5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy		Choose an item.		Choose an item.
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment		Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills		Choose an item.		Choose an item.
Residents and Communities We will support our residents and communities	There are other facilities currently available within the town, but closure would impact on all current users.	Poor	Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.	Neutral

Source of Outline Evidence to support judgements

The majority of Public Conveniences have previously been transferred successfully.

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 a more positive impact or to 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>		Choose an item.		Choose an item.
<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>		Choose an item.		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	<p>There are other facilities currently available within the town, but closure would impact on all current users.</p>	<p>Poor</p>	<p>Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.</p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>		<p>Choose an item.</p>		<p>Choose an item.</p>
<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>		<p>Choose an item.</p>		<p>Choose an item.</p>
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>		<p>Choose an item.</p>		<p>Choose an item.</p>

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>		Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	The elderly and toddlers may be more dependent on having access to public conveniences	Poor	Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.	Neutral
<i>Disability</i>	People with certain medical conditions may be more dependent on having access to public conveniences	Poor	Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.	Neutral
<i>Gender reassignment</i>		Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>		Choose an item.		Choose an item.
<i>Race</i>		Choose an item.		Choose an item.
<i>Religion or belief</i>		Choose an item.		Choose an item.
<i>Sex</i>		Choose an item.		Choose an item.
<i>Sexual Orientation</i>		Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	Pregnant or expecting mothers and carers of young babies may be more dependent on having access to public conveniences	Poor	Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.	Neutral
<i>Socio-economic duty</i>	Low income (and/or homeless) may be more dependent on having access to public conveniences.	Poor	Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.	Neutral

Source of Outline Evidence to support judgements
Operators may choose to introduced charges or restricted opening times.

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 a more positive impact or to 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.	Previous public conveniences have been transferred successfully.	Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The proposal is to look to transfer operations / asset to either Town Councils or community group.	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Consultation will take place with the appropriate Town Councils and community groups for the transfer of the public convenience.	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.		Choose an item.		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Choose an item.		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	Any staff reduction will be managed by vacancies or re-distribution to income related activities.	Neutral		Choose an item.
Payroll: 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?		Choose an item.		Choose an item.
Welsh Language impact on staff		Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				

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

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
<i>Ystradgynlais & Brecon. All other Public conveniences have been transferred.</i>	There are other facilities currently available within the town, but closure would impact on all current users.	Minor	Negotiate transfer to Town Council or other community group to operate toilets. Failure to agree transfer will result in closure.	Insignificant	<i>Previous transfers</i>

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)
Public Conveniences could close if no operator is found	Low	None – there are other Public Conveniences in these locations	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
There will be a minor impact for those current users of the facilities if they were to close as a result of failing to successfully transfer operations.	

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

What additional evidence and data has informed the development of your proposal?
Powys' Local Toilet Strategy

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12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
If no operator is found the toilets will be closed.
Please state when this Impact Assessment will be reviewed.
After implementation

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Shaun James		
Head of Service:	Matt Perry		16 th January 2021
Portfolio Holder:	Clr Heulwen Hulme		

14. Governance

Decision to be made by	Cabinet	Date required	
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FORM ENDS

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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	Countryside Access & Recreation	Head of Service	Matt Perry	Director	Nigel Brinn	Portfolio Holder	Cllr Heulwen Hulme
Proposal	Countryside access savings, 2021-24						
Outline Summary / Description of Proposal							
<p>Countryside access has a required savings target of 30% over the period from 2020-2024. The service delivers the following activities, which are statutory with some associated discretionary powers:</p> <ul style="list-style-type: none"> - Maintenance and enforcement on public rights of way; - Maintenance, enforcement, national co-ordination and promotion of two National Trails (Offa’s Dyke and Glyndwr’s Way National Trails) - Access provision and enforcement on open access land; - Maintaining and updating the legal records of public rights of way (Definitive Map), common land and town or village greens (Commons Register) and processing of legal applications associated with these records; - Provision of advice to the public, including property searches; - Biodiversity duties. <p>The majority of the saving of £210,000 was made from core Countryside access budgets in 2020-21, through a restructure of the team; four posts were lost. The remaining £20,000 will need to be achieved in 2021-22. It is not anticipated that any further posts will be lost; the saving will be achieved from core budgets for materials and contractors and reductions in travel costs.</p>							

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

Version	Author	Job Title	Date
V01	Sian Barnes	Professional Lead, Countryside Access and Recreation	17 th December 2020

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	2023-24	2024-2025	TOTAL
£190,000	£20,000	£0	£0	£0	£210,000

3. Consultation requirements

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Consultation Requirement	Consultation deadline/or justification for no consultation
Public and Staff consultation required	January to March 2021 — i.e. development of Rights of Way Improvement Plan work plan for 2021-22

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
<p>Corporate Health and Safety and Insurance teams – Increased risk of the team being unable to meet health and safety responsibilities in a timely way e.g. collapsing footbridges, leading to increased risk of injury and associated claims;</p> <p>Legal Services – Increased public dissatisfaction due to reduced capacity to resolve issues on public rights of way, leading to a greater number of informal and formal legal challenges and complaints. At the current time, less than 40% of the public rights of way network is assessed as being ‘open and easy to use’ and this is expected to fall with reduced resources.</p> <p>Social Services and Powys Teaching Health Board - The service will be less able to assist in meeting the priorities of other Council services and Powys Teaching Health Board services. Access to public rights of way and open space, and involvement in volunteer activities to maintain them make an important contribution to preventive healthcare, by improving mental and physical wellbeing and physical activity levels. If a greater proportion of public paths are not open and easy to use, the potential to contribute to this will be significantly reduced.</p> <p>Regeneration / Tourism - The tourism potential associated with public rights of way in Powys will be reduced, if less budget is available to ensure that paths are open and easy to use.</p> <p>Finance - The team’s capacity to generate income on a cost-recovery basis e.g. through processing public path Orders will be reduced, with less staff capacity.</p> <p>Data protection – Increased risk of errors and information breaches occurring, due to individual staff being required to address higher volumes of casework and being under pressure to complete tasks too quickly.</p>

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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	The tourism potential associated with public rights of way in Powys will be reduced, if capital and grant funding is not available to support work to ensure that paths are open and easy to use. Tourism associated with outdoor recreational activities forms a significant contribution to the economy of Powys and particularly so following COVID 19. Without grant or capital funding, the service will be unable to employ local contractors to carry out work on public rights of way.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
Health and Care We will lead the way in effective, integrated rural health and care	Without grant or capital funding, less public paths will be 'open and easy to use' which will impact on access to greenspace and outdoor recreation. This will have a particularly significant effect during COVID 19 restrictions when there are limited options for exercise for mental and physical wellbeing.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
Learning and skills We will strengthen learning and skills	Outdoor recreation and access to open space contributes to lifelong learning through play for children and adults. Volunteering can assist in skills development to support those seeking work. There will be reduced budget and staff capacity to support these activities and maintain paths in an open and easy to use condition, which will have an adverse effect these opportunities.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
Residents and Communities We will support our residents and communities	Reliance on volunteer support and engagement will increase, as budget to support use of contractors decreases. This will increase community involvement, but core funding is likely to be insufficient to allow for community aspirations to be met.	Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding.	Neutral

Source of Outline Evidence to support judgements

- Increased public reports of problems in 2020 during COVID 19, when no volunteer seasonal vegetation clearance could be carried out on public rights of way
- Significant increase in demand for countryside access in 2020 during COVID 19 outbreak for residents and visitors
- 5% condition survey carried out as part of review of Rights of Way Improvement Plan
- Feedback from public and stakeholders during review of Rights of Way Improvement Plan
- Powys Wellbeing Information Bank
- Towards 2040 – The Powys Wellbeing Plan
- Experience gained from Arwain and Natural Resources Wales funded projects to develop community volunteer groups and improve local path networks

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>	<p>The proposal will have a negative impact on this goal. Tourism forms a major contribution to the economy of Powys and the natural environment is one of the county’s biggest assets. Reduced budgets to maintain public paths in a condition that is open and easy to use will impact adversely on achieving the potential of the rights of way network and access land for tourism. Without capital and grant funding, the service will be unable to employ local contractors to carry out work on public rights of way.</p>	<p>Very Poor</p>	<p>Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.</p>	<p>Poor</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>The proposal will have a negative impact on this goal. One of the team’s statutory duties is in respect of biodiversity; without grant funding, the team will have very little staff capacity to contribute to meeting biodiversity duties.</p>	<p>Poor</p>	<p>A part time staff member will be employed on a fixed term contract for from January 2021 to March 2022, using Welsh Government ENRaW grant funding through the all Wales Biodiversity project. The impact after that is unknown.</p>	<p>Neutral</p>

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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>	<p>There will be an adverse impact on this goal. Outdoor recreation makes a significant contribution to mental and physical wellbeing and physical activity levels. The need for this is high given the impacts of COVID 19. Reduced core funding will adversely impact on the number of public paths that are open and easy to use, which will adversely impact on the opportunities for outdoor recreation and access to greenspace.</p>	<p>Very Poor</p>	<p>Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.</p>	<p>Poor</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Without capital funds, the service will be less able to respond to health and safety hazards on public paths e.g. collapsing bridges or unsafe surfaces. Path condition is likely to deteriorate with reduced budgets, which will have an adverse impact on the attractiveness of paths for communities and the potential for tourism, reducing community viability</p>	<p>Very Poor</p>	<p>Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.</p>	<p>Poor</p>
<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>	<p>There will be an adverse impact on this goal. Public rights of way and open space form an important part of low carbon travel and tourism; many paths in or close to settlements already are, or could form valuable parts of the Active Travel network. Without capital or grant funding, that potential will be adversely impacted.</p>	<p>Poor</p>	<p>Work with the Council's Travel officer and other organisations including the Brecon Beacons National Park Authority to seek Active Travel and related travel / transport funding to carry out improvement work on routes with potential for active travel.</p>	<p>Neutral</p>

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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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	The impact on this goal will be neutral. The team is already required to ensure that an equal level of service is available in Welsh and English. Formal publications, consultations and statutory notices are produced bilingually and correspondence is referred to the Translation Unit as required.	Neutral		Choose an item.
<i>Opportunities to promote the Welsh language</i>	There will be an adverse impact on this goal. With reduced core funding, the team will be less able to produce interpretation signage and leaflets that would help to promote aspects of Welsh Language and culture in relation to promoted and community trails.	Poor	Work with Tourism and Regeneration teams to access grant funding for promotional / interpretation materials.	Neutral
<i>Welsh Language impact on staff</i>		Unknown		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	There will be an adverse impact on this goal. Without capital or grant funding, the condition of public paths will deteriorate. That will reduce the ease with which people can be involved in outdoor recreation and will discourage them from doing so.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
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>	There will be an adverse impact on this goal, as reduced core funding will impact on the type and quality of path furniture and surfacing on paths. This will make it less easy for older people to remain active.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
<i>Disability</i>	Reduced core funding will impact on the type and quality of path furniture and surfacing on paths. This will make it less easy for those with a disability to use public rights of way.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
<i>Gender reassignment</i>		Unknown		Choose an item.
<i>Marriage or civil partnership</i>		Unknown		Choose an item.

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<i>Race</i>		Unknown		Choose an item.
<i>Religion or belief</i>		Unknown		Choose an item.
<i>Sex</i>		Unknown		Choose an item.
<i>Sexual Orientation</i>		Unknown		Choose an item.
<i>Pregnancy and Maternity</i>	The proposals would have an adverse impact on the service's ability to provide accessible path surfaces and structures e.g. gates that can reasonably be used by those with small children and / or pushchairs. This would make it more difficult for parents and guardians of young children to take their family for a walk.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor

Source of Outline Evidence to support judgements

- Increased public reports of problems in 2020 during COVID 19, when no volunteer seasonal vegetation clearance could be carried out on public rights of way
- Significant increase in demand for countryside access in 2020 during COVID 19 outbreak for residents and visitors
- 5% condition survey carried out as part of review of Rights of Way Improvement Plan
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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.	The proposals would have an adverse impact on this goal. Failure to maintain a viable and safe public rights of way network will impact on the economic viability and attractiveness of Powys as a place to live. This will have an adverse impact on the number of working age people in the county.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The proposals would have an adverse impact on the service's staff capacity to engage in collaboration. However, the need and requirement for collaboration would be greater, so the overall impact is neutral.	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The proposals would have an adverse impact on the service's staff capacity to engage with communities. However, the need for engagement and volunteer involvement would be greater, so the overall impact is neutral.	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	The proposals would have an adverse impact on prevention of mental and physical health problems, as public paths would be less easy to use. There would also be an adverse impact on prevention of poverty; deterioration of the public rights of way network would impact on tourism and job opportunities in the county so increasing the risk of poverty.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The proposals would adversely impact on taking an integrated approach. Reduced quality and availability of public rights of way would impact adversely on access to the countryside as an opportunity for wellbeing.	Very Poor	Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.	Poor

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<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>The proposals would have an adverse impact on the tourism potential of the public rights of way for tourism in the county. Tourism is a major part of the local economy; with reduced tourism, there will be less work opportunities available in the county.</p>	<p>Very Poor</p>	<p>Seek grants and other external funding to carry out improvement projects on public rights of way and access land, but dependent on availability of grants and staff capacity to seek and manage the funding. Work with volunteers and communities to carry out practical maintenance work on public paths.</p>	<p>Poor</p>
<p>Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</p>		<p>Unknown</p>		<p>Choose an item.</p>
<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>Unknown</p>		<p>Choose an item.</p>
<p>Impact on Powys County Council Workforce</p>	<p>There will be an adverse impact on the service workforce, as the proposals will result in a reduced number of staff. Individual workloads will be higher and staff are more likely to encounter dissatisfaction from the public, with impacts on their wellbeing.</p>	<p>Very Poor</p>	<p>Set realistic priorities for work, using the framework set out in the Rights of Way Improvement Plan. Managers in the Service will need to be robust in ensuring that staff are able to adhere to plans and not be required to attend to other, lower priority work.</p>	<p>Poor</p>

Source of Outline Evidence to support judgements

- Increased public reports of problems in 2020 during COVID 19, when no volunteer seasonal vegetation clearance could be carried out on public rights of way
- Significant increase in demand for countryside access in 2020 during COVID 19 outbreak for residents and visitors
- 5% condition survey carried out as part of review of Rights of Way Improvement Plan
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8. What is the impact of this proposal on our communities?

Severity of Impact on Communities	Scale of impact	Overall Impact
Medium	High	Medium
Mitigation		
Working with communities and volunteer groups to agree community aspirations and priorities for the public rights of way network, then seeking grants or external funding to work with them to achieve those priorities. Involvement of community volunteer groups to carry out light maintenance of paths once reopened e.g. seasonal vegetation clearance to ensure long term sustainability.		

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

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk	
Medium	High	Medium	
Mitigation			
Good communication with stakeholders and staff is essential to achieving the savings. Staff need to be fully informed and able to contribute constructively to the process. Stakeholders need to be able to make constructive suggestions as to how they can be involved e.g. in collaborative grant funded projects to avoid frustration leading to legal challenges.			
Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Deterioration in condition of public rights of way network will result in legal challenges from members of the public, with cost outweighing savings achieved	Very High	Seek grants and external funding to mitigate against impact, although can only be used for non-statutory improvements. Good communication and regular liaison with stakeholders.	High
Lack of availability of community volunteers to support work, leading to paths not being maintained in long term. This may lead to dissatisfaction and legal challenges	High	Setting realistic goals with volunteer groups that allow for fluctuations in volunteering over time. Review and monitor as time progresses to assess whether risk has increased.	Medium
Inability to address high health and safety risks due to reduced staff and budget, leading to serious accidents and injury claims that may outweigh savings achieved.	High	Allocate highest priority for staff time to addressing these risks. Apply for capital funds if appropriate or remove hazard.	Medium
Reduced staff capacity to seek external grant funding, to mitigate against the impacts of reduced core budget.	High	Work with Council's regeneration team and allocate staff time as a priority to seeking funding, although will impact on other work.	Medium
The team's capacity to generate income on a cost-recovery basis will be reduced, with less staff capacity. This will reduce ability to mitigate against core budget reductions.	High	Seek alternative ways of working to reduce staff input to chargeable activities, to release their time for core statutory work.	Medium

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<p>The Brecon Beacons National Park Authority may choose to terminate the service level agreement if reductions are made. All legal responsibility for maintenance of public rights of way in the National Park within Powys would revert to Powys County Council. The team would be unable to meet high level of expectation that has become established in the National Park, being a tourism asset to the county, so the risk of challenge and reputational damage is high and may outweigh the savings delivered.</p>	<p>High</p>	<p>Work with the National Park Authority on collaborative projects to seek alternative funding sources.</p>	<p>Medium</p>
<p>Overall judgement (to be included in project risk register)</p>			
<p>Very High Risk</p>	<p>High Risk</p>	<p>Medium Risk</p>	<p>Low Risk</p>
		<p>X</p>	

10. Overall Summary and Judgement of this Impact Assessment?

<p>Outline Assessment (to be inserted in cabinet report)</p>	<p>Cabinet Report Reference:</p>
<p>The proposals will have a high adverse impact, both for staff and for the public. Unless grant or capital funds can be secured, the proposals will result in significant deterioration of the public rights of way network, presenting an increased risk of injury claims and legal challenges. The proposals will significantly reduce the potential for physical activity and outdoor tourism in the county, with impacts on the economy and on physical and mental wellbeing. Mitigation is entirely dependent on the availability and goodwill of community volunteers and availability of grants or external funding, so it must be recognised that mitigation may not be successful and that other risks will be realised as a result.</p>	

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

<p>What additional evidence and data has informed the development of your proposal?</p>
<p>Recent successful legal challenges against the Council in relation to lack of maintenance on byways; the legal action itself was very expensive and has resulted in maintenance costs from capital budgets that outweigh the savings proposed. Positive impact of 2020-21 Welsh Government grant funding, but it has been difficult to maximise the opportunities that this presents due to increased staff workloads following restructure.</p>

12. On-going monitoring arrangements?

<p>What arrangements will be put in place to monitor the impact over time?</p>
<p>Quarterly reporting against the Service Improvement Plan will indicate the length of the public rights of way network that has received maintenance or improvement work. Risks will be highlighted as they arise, through weekly team meetings and also via quarterly reporting against the Corporate Improvement Plan.</p>
<p>Please state when this Impact Assessment will be reviewed.</p>
<p>Ongoing</p>

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13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Sian Barnes		
Head of Service:	Matt Perry		
Director:	Nigel Brinn		
Portfolio Holder:	Clr Heulwen Hulme		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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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	Countryside Access and Recreation	Head of Service	Matt Perry	Director	Nigel Brinn	Portfolio Holder	Cllr Rachel Powell
Proposal	Outdoor Recreation savings, 2021-2024						
Outline Summary / Description of Proposal							
Outdoor Recreation has a required savings target of £76,000 over the period from 2021-24. The service delivers the following activities, which are statutory due to the health and safety implications:							
<ul style="list-style-type: none"> - Provision, inspection and maintenance of play equipment, on Council owned land and inspection of equipment on land owned by others; - Tree management on Council owned land; - Management and maintenance of Outdoor Recreation buildings and land including sports pitches and pavilions and associated grass cutting. 							
The proposal is that a saving of £76,000 be made over the next 2 years, as follows; £40,000 in 2021-22 and £36,000 in 2022-23. In 2021-22 these savings can be achieved through reductions in third party spend; in 2022-23, the remaining savings will need to be achieved through reductions in staffing and third party spend. These savings take into account a budget pressure that has been put forward in relation to ash dieback.							

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

Version	Author	Job Title	Date
V01	Sian Barnes	Professional Lead, Countryside Access and Recreation	17 th December 2020
V02	Sian Barnes	Professional Lead, Countryside Access and Recreation	11 th January 2021

2. Profile of savings delivery (if applicable)

2020-21	2021-22	2022-23	2023-24	2024-2025	TOTAL
£N/A	£40,000	£36,000	£0	£0	£76,000

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3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public and Staff consultation required	To be confirmed – autumn 2021

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
<p>Corporate Health and Safety and Insurance teams – Increased risk of the team being unable to meet health and safety responsibilities in a timely way in relation to hazardous trees, buildings and play equipment, leading to increased risk of injury and associated claims;</p> <p>Legal Services – Increased public dissatisfaction due to reduced quality and availability of play provision, reduced grass cutting, removal of trees or loss of access to areas of open space due to hazards and reduction in attractiveness of area, leading to a greater number of informal and formal legal challenges and complaints.</p> <p>Social Services and Powys Teaching Health Board - The service will be less able to assist in meeting the priorities of other Council services and Powys Teaching Health Board services. Access to parks and open spaces, and involvement in volunteer activities to maintain them make an important contribution to preventive healthcare, by improving mental and physical wellbeing and physical activity levels. If there is a reduced availability and quality of greenspace in the county, the potential to contribute to this will be significantly reduced.</p> <p>Regeneration / Tourism - The tourism potential associated with high quality parks and open spaces in Powys will be reduced, if less budget is available to maintain them.</p> <p>Education and Sports Development – Play forms an important part of lifelong learning and encouraging physical activity, for children and adults. Sports pitches provide important opportunities for physical activity. Reduced access or levels of maintenance on sports pitches, play areas and greenspace will have an adverse impact on learning opportunities and physical activity levels.</p> <p>Finance - The team’s capacity to generate income on a cost-recovery basis e.g. through drone surveys will be reduced, with less staff capacity.</p>

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	The proposals will have an adverse effect on the local economy, as the service employs local contractors to carry out work on trees and play equipment. Reductions in core funding will result in the service being able to employ local contractors less often.	Very Poor	Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability.	Poor
Health and Care We will lead the way in effective, integrated rural health and care	Access to parks, open spaces, play areas and sports facilities is important in increasing physical activity levels and in promoting physical and mental wellbeing. This has been particularly notable during COVID 19. The proposals would adversely impact on these opportunities for preventive healthcare.	Very Poor	Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor
Learning and skills We will strengthen learning and skills	Play forms an important part of lifelong learning, for children and adults. The proposals would adversely impact on these opportunities and therefore on learning.	Very Poor	Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor
Residents and Communities We will support our residents and communities	Parks, open spaces and play areas are a focus of community activity for play, social and sporting events. The proposals would adversely impact on this.	Very Poor	Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor

Source of Outline Evidence to support judgements
<ul style="list-style-type: none"> - Impacts of COVID 19 and increased demand for play area provision during the outbreak - Powys Play Sufficiency assessment March 2019 - Powys Wellbeing Information Bank - 'Wellbeing of Wales' report 2017-18 - Public Health Wales report 'Creating healthier places and spaces for our present and future generations' (April 2018) - Towards 2040 – The Powys Wellbeing Plan

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 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 proposals would have an adverse impact on the local economy, as the service would be able to employ local contractors to carry out work on trees and play equipment to a much lesser extent with reduced budgets.</p>	Very Poor	<p>Seek section 106 or grant funding where available for greenspace biodiversity enhancements. Transfer remaining assets to communities where possible to ensure ongoing sustainability.</p>	Poor
<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>The proposals would have an adverse impact on the biodiversity, as reduced core budgets may mean that hazardous trees need to be removed altogether and not replaced. There will be insufficient core budget to implement environmental enhancements in parks and open spaces. This is particularly the case with ash dieback.</p>	Very Poor	<p>Seek section 106 or grant funding where available for greenspace biodiversity enhancements. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	Poor

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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>	<p>The proposals would have an adverse impact on opportunities for physical and mental wellbeing. Deterioration of play equipment (leading to removal) and in the quality of greenspace and sports pitches will discourage use of these areas for play and sport, reducing opportunities for physical activity.</p>	<p>Very Poor</p>	<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	<p>Poor</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Greenspace, parks, sports pitches and open space make an important contribution to the attractiveness and viability of communities. Those with children are less likely to move to or remain in an area with poor quality play and sports provision, which will adversely impact on the viability of communities. Play areas and sports pitches are often the focus of community activities and events, so reductions in availability and quality of these areas would adversely impact on community cohesion.</p>	<p>Very Poor</p>	<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	<p>Poor</p>
<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>	<p>The proposals would have an adverse impact on this priority. The reductions in core budget would adversely impact on opportunities for sports and play, impacting on quality of life for children. If parks and open spaces are not maintained to a sufficient degree, people will be discouraged from using them, which will have an adverse impact locally and therefore globally on wellbeing.</p>	<p>Very Poor</p>	<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	<p>Poor</p>
<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>		<p>Neutral</p>		<p>Choose an item.</p>

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Opportunities to promote the Welsh language	Sharing and learning of Welsh language is likely to occur when children who are first language Welsh speakers play alongside children who are not Welsh speakers. By reducing these opportunities, the proposals will have an adverse impact on opportunities to promote the Welsh language.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Choose an item.
Welsh Language impact on staff		Neutral		Choose an item.
People are encouraged to do sport, art and recreation.	The proposals will adversely impact on this priority. If play areas, parks and open spaces are not maintained adequately and become difficult to use or completely unavailable, this will discourage people from taking part in outdoor recreation including sport.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor
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).				
Age	Opportunities for young people to play and take part in sport will be adversely impacted by these proposals.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor
Disability	Reduced core budget will adversely impact on the service's ability to maintain high quality play areas and sports pitches with equipment and surfacing that is accessible to all.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Choose an item.
Gender reassignment		Unknown		Choose an item.

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<i>Marriage or civil partnership</i>		Unknown		Choose an item.
<i>Race</i>		Unknown		Choose an item.
<i>Religion or belief</i>		Unknown		Choose an item.
<i>Sex</i>		Unknown		Choose an item.
<i>Sexual Orientation</i>		Unknown		Choose an item.
<i>Pregnancy and Maternity</i>	The proposals will have an adverse impact on access to accessible greenspace and play opportunities, which would have an adverse impact on the parents and guardians of young children. Accessible and safe surfaces and equipment e.g. gates are required for access with a pushchair; the proposals would impact adversely on the service's ability to provide these.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor
Source of Outline Evidence to support judgements				
<ul style="list-style-type: none"> - Impacts of COVID 19 and increased demand for play area provision during the outbreak - Powys Play Sufficiency assessment March 2019 - Powys Wellbeing Information Bank - 'Wellbeing of Wales' report 2017-18 - Public Health Wales report 'Creating healthier places and spaces for our present and future generations' (April 2018) - Towards 2040 – The Powys Wellbeing Plan 				

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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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	The proposals would have an adverse impact on the wellbeing of the community in the longer term, as they would reduce the availability of high quality greenspace, play and sports provision in, or close to settlements. People may need to travel further to access these opportunities.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The service is already working closely with community councils to seek sustainable solutions and will continue to do so.	Neutral		Choose an item.
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	The service is already working closely with community councils and community volunteers to seek long term solutions and to achieve sustainable maintenance of greenspaces and will continue to do so.	Neutral		Choose an item.
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	The proposals would have an adverse impact on the opportunities for prevention of poor physical and mental health. Opportunities for physical activity and access to greenspace near settlements would be reduced.	Very Poor	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.	Poor

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<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>The proposals would adversely impact on taking an integrated approach. Reduced quality and availability of play areas, parks, sports facilities and open space would impact adversely on these as opportunities for wellbeing.</p>	<p>Very Poor</p>	<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	<p>Poor</p>
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>High quality play provision and access to parks and other greenspace close to settlements provides low cost recreation that can enhance the quality of life of all residents, including those living in poverty. The proposals would have an adverse impact on this.</p>	<p>Very Poor</p>	<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	<p>Poor</p>
<p>Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</p>	<p>High quality play provision and access to parks and other greenspace close to settlements provides low cost recreation that can enhance the quality of life of all residents, including unpaid carers. The proposals would have an adverse impact on this.</p>	<p>Very Poor</p>	<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>	<p>Poor</p>
<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>Unknown</p>		<p>Choose an item.</p>
<p>Impact on Powys County Council Workforce</p>	<p>There will be an adverse impact on the service workforce, as the proposals will result in a reduced number of staff. Individual workloads will be higher and staff are more likely to encounter dissatisfaction from the public, with impacts on their wellbeing.</p>	<p>Very Poor</p>	<p>Set realistic priorities for work, focussed on health and safety and effective use of external funding opportunities. Managers in the Service will need to be robust in ensuring that staff are able to adhere to plans and not be required to attend to other, lower priority work.</p>	<p>Poor</p>

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Source of Outline Evidence to support judgements

- Impacts of COVID 19 and increased demand for play area provision during the outbreak
- Powys Play Sufficiency assessment March 2019
- Powys Wellbeing Information Bank
- 'Wellbeing of Wales' report 2017-18
- Public Health Wales report 'Creating healthier places and spaces for our present and future generations' (April 2018)
- Towards 2040 – The Powys Wellbeing Plan

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

Severity of Impact on Communities	Scale of impact	Overall Impact
High	Medium	Medium
Mitigation		
<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>		

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

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
High	High	High
Mitigation		
<p>Work with Council's Housing service to maintain high quality play areas in areas owned by Housing. Seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability and work with volunteers where appropriate for maintenance of greenspace.</p>		

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Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
There will be insufficient budget available to effectively manage trees on Council owned land; this may result in trees becoming hazardous to members of the public. The Council may then be liable for serious injuries, if pro-active surveys and work are not carried out. The cost of injury claims may outweigh the savings delivered.	Very High	Seek section 106 or grant funding where available for managing greenspace. Transfer remaining assets to communities where possible to ensure ongoing sustainability. If no other option, remove hazardous trees altogether and do not replace them.	High
A legal challenge is possible, if play provision is not adequate or deemed to be unequal across the county. The cost of a challenge may outweigh the savings delivered.	High	Work with Council's Housing service to maintain high quality play areas in areas owned by Housing.	Medium
Injury claims due to hazards on Council grounds or outdoor recreation buildings are more likely if the budget to carry out pro-active inspections and work is reduced.	Very High	Seek section 106, grant or capital funding where available for managing sports pitches and maintenance of buildings. Transfer remaining assets to communities where possible to ensure ongoing sustainability. If no other option, close facility.	High
Staffing reductions will result in significantly reduced capacity to generate income through inspections of trees and play areas for other organisations e.g. community councils and through Drone surveys. This will reduce the ability to mitigate against reduced core budgets.	High	Work with Property, Regeneration, Planning and Sports Development teams to seek section 106, grant or capital funding where available for managing greenspace, play equipment and maintenance of buildings.	Medium
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:
<p>The proposals will have an adverse impact on the opportunities for sports, play and outdoor recreation in the county. This will reduce the attractiveness and viability of communities and adversely impact on opportunities for residents to take part in low cost physical activity, to improve physical and mental wellbeing. Reductions in budgets for maintaining trees, buildings and sports pitches are associated with a high health and safety risk; buildings, play areas and trees, in particular, require pro-active survey and management by a specialist, so opportunities to deliver this in another way are extremely limited. The cost of a single injury claim could outweigh the savings delivered; for sites that are not owned by Housing Services, mitigation is entirely dependent on the availability of external funding and willingness of the community to take on these liabilities, so mitigation may not be achieved. For sites owned by Housing Services, mitigation is dependent on the ongoing availability of budget and external grant funding; there is some risk that this mitigation may not continue to be achieved.</p>	

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

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

- Tree surveys to assess the extent of ash dieback indicating that significant numbers of trees in the county are affected
- Knowledge and experience of staff involved in day-to-day running of the service for information about costs required e.g. for tree work and inherent risks.

12. On-going monitoring arrangements?

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

Monitoring of play provision will be achieved through future play sufficiency assessments. Risks will be highlighted as they arise, through weekly team meetings and also via quarterly reporting against the Corporate Improvement Plan.

Please state when this Impact Assessment will be reviewed.

Ongoing

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Sian Barnes		
Head of Service:	Matt Perry		
Director:	Nigel Brinn		
Portfolio Holder:	CLr Rachel Powell		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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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	Legal and Democratic Services	Head of Service	Clive Pinney	Strategic Director	N/A	Portfolio Holder	Cllr Graham Breeze
Proposal							
Outline Summary / Description of Proposal							
<ol style="list-style-type: none"> 1. Review of the Registration Service (proposed cost saving £ 31,000) 2. Further reduce Members Travel Budget by from £78,000 to £50,000 (proposed saving £28,000) 3. Budget for increased webcasting of Council meetings reviewed in light of covid 19 experience (proposed saving £40,000) 							

1. Profile of savings delivery (if applicable)

2021-22	2022-23	TOTAL
£99,000	£N/A	£99,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Staff consultation required	Jan – March 21	Yes

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

Version	Author	Job Title	Date
1	Clive Pinney	Head of Legal and Democratic Services	Jan 21

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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			
1.			
1. Restructure of Registration Service –	No impact upon other Service Areas		
2. Reduce Members Travel from 78000 to £50,000	No impact upon other Service Areas		
3. Budget for increased webcasting of Council meetings reviewed in light of covid 19 experience and budget reduced by £40,000.	No impact upon other Service Areas		
Service Area informed:	N/A	Contact Officer liaised with:	N/A
Mitigation			
N/A			

5. How do your proposals 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 direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.

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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
Learning and skills We will strengthen learning and skills	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Residents and Communities We will support our residents and communities	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.

Source of Outline Evidence to support judgements
Application of common sense and professional judgement

6. How do your proposals 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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
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.	No direct impact as Service assists the Council as a whole in delivery of its priorities apart from proposal 2 which should reduce carbon footprint due to reduced mileage.	Good		Choose an item.

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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
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).	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
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.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
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.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral		Choose an item.
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.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Opportunities to promote the Welsh language</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Welsh Language impact on staff</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	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 direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.

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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
<i>Disability</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Gender reassignment</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Marriage or civil partnership</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Race</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Religion or belief</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Sex</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Sexual Orientation</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
<i>Pregnancy and Maternity</i>	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.

Source of Outline Evidence to support judgements
Application of common sense and professional judgement

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7. How do your proposals 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 direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	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.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.

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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
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 direct impact as Service assists the Council as a whole in delivery of its priorities	Neutral	N/A	Choose an item.
Impact on Powys County Council Workforce	Reduction in the number of registration staff by voluntary /compulsory redundancies could result in loss of experienced staff with increased workload on remaining staff.	Neutral	New ways of working and increased use of a new on line booking system for will mitigate the impact of staff reductions	Neutral
Source of Outline Evidence to support judgements				
Application of common sense and professional judgement				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Medium	Low
Mitigation		
The main risk is to proposal 1 for restructure of the registration service . New ways of working and New ways of working and increased use of a new on line booking system for will mitigate the impact of staff reductions upon service delivery.		

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9. What are the risks to service delivery or the council following implementation of these proposals?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
<p><u>Proposal 1 (Restructure of Registration Service)</u></p> <p>A reduction in staff could result in delayed registration appointments, provision of copy historical certificates, increased telephone waiting times and impact on ability to meet national KPI's and criticism by General Register Office</p>	Medium	The service will continue to operate from the existing sites, and a new on line booking system for customers will help to mitigate the impact and the remaining staff will be able to accommodate all customer needs	Low
<p><u>Proposal 3 (reduction in Webcasting Budget)</u></p> <p>Risk of a reduction in number of meetings webcast</p>	Medium	This is a theoretical risk only as since the pandemic, Council , Cabinet and some Scrutiny meetings have been broadcast using Microsoft Teams without the need to use the services of our webcasting provider. Subject to changes in the webcasting requirements from Welsh Government , we should be continue webcasting meetings without the need for extensive extra support from our webcasting provider.	low
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Yes

10. Indicative timetable for actions to deliver change proposal, if approved

Action	Target Date	Outcome	Decisions made
All Proposals	01.04 2021	Savings achieved	County Council
Portfolio Holder decision required	No	Date required	

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Cabinet decision required	No	Date required	
Council decision required	No	Date required	

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:	
The impact of the 3 proposals is low when taking into account the mitigation		

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

What additional evidence and data has informed the development of your proposal?
No

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Head of Service will need to monitor the transition and review progress and deliverability of the proposals and make adjustments where necessary.
Please state when this Impact Assessment will be reviewed.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Clive Pinney		
Head of Service:	Clive Pinney		14.1.21

Portfolio Holder:	Cllr Graham Breeze	G Breeze	14.1.21
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16. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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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	PPPP	Head of Service	Gwilym Davies	Portfolio Holder	Clr McIntosh
Proposal					
Outline Summary / Description of Proposal					
It is proposed to increase the annual income target set for Planning Services by £150K. The proposal is possible because the Welsh Government increased planning application fees in 2020.					

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

Version	Author	Job Title	Date
Version 1	Gwilym Davies	Head of Service PPPP	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£150K		£150K

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Increasing income target. No staff or service users impacted.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? NA					
Is Powys County Council the data controller? NA					
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	x	Brecon	<input 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?	<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
The Economy We will develop a vibrant economy	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Learning and skills We will strengthen learning and skills	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Residents and Communities We will support our residents and communities	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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?	<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>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>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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 a more positive impact or to 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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Negligible impact.	Neutral	No mitigation proposed.	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	Negligible impact.	Neutral	No mitigation proposed.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

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

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
Powys communities	Negligible impact.	Insignificant	No mitigation proposed.	Insignificant	Officer assessment.

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)
Failure to achieve income target.	4	Appropriate reporting of financial information.	4

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The savings proposal has negligible impacts with the exception of the risk to the council's finances of any failure to achieve the identified income targets. The overall risk is judged to be low.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

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

- Quarterly finance reviews.

Please state when this Impact Assessment will be reviewed.

Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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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	PPPP	Head of Service	Gwilym Davies	Portfolio Holder	Clr Breeze
Proposal					
Outline Summary / Description of Proposal					
Reduction in Trading Standards workforce via voluntary redundancy and reduced hours. The reduction will take the form of:					
<ul style="list-style-type: none"> • Voluntary Redundancy: 2 Enforcement Officers. • Reduced hours from 5 days to 4 days: 2 Trading Standards Officers and 2 Administrators. 					

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

Version	Author	Job Title	Date
Version 1	Gwilym Davies	Head of Service PPPP	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£98K	£	£98K

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	As a result of the Councils financial situation all PPPP staff were offered the opportunity to put themselves forward for voluntary redundancy or reduced hours. No further consultation is therefore considered necessary.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
<p>The proposal will reduce the capacity of the Trading Standards service area. This may result in non-statutory work referred to the Trading Standards team by other service areas being undertaken in an alternative manner, i.e., the service area being referred to other relevant bodies or sources of information.</p>					
Data Protection Impact Assessment					
<p>Will the proposal involve processing the personal details of individuals? NA Is Powys County Council the data controller? NA</p> <p>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.</p>					

4a Geographical Locations

What geographical area(s) will be impacted by the proposal? (Chose all those applicable)					
Powys	X	Brecon	<input 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"/>

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5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Less staff resource will be available to undertake duties that help develop a vibrant economy.	Poor	Promotion of joint up working with Environmental Health colleagues to assist with undertaking existing duties.	Poor
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Less staff resource will be available to help lead the way in providing effective, integrated health and care in a rural environment.	Poor	No mitigation proposed.	Poor
Learning and skills We will strengthen learning and skills	Less staff resource will be available to help strengthen learning and skills.	Poor	No mitigation proposed.	Poor
Residents and Communities We will support our residents and communities	Less staff resource will be available to support our residents and communities.	Poor	No mitigation proposed.	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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
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.	Less staff resource will negatively impact on this well-being goal.	Poor	No mitigation proposed.	Poor
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).	Less staff resource will negatively impact on this well-being goal.	Poor	No mitigation proposed.	Poor

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Less staff resource will negatively impact on this well-being goal.	Poor	No mitigation proposed.	Poor
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Less staff resource will negatively impact on this well-being goal.	Poor	No mitigation proposed.	Poor
<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>	Less staff resource will negatively impact on this well-being goal.	Poor	No mitigation proposed.	Poor
<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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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 a more positive impact or to 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.	Reduction in staff resource has the potential to impact on long term investment in the economy.	Poor	No mitigation proposed.	Poor
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Reduction in staff has the potential to reduce the ability for the service area to collaborate with existing and future partners.	Poor	No mitigation proposed.	Poor
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Reduction in staff resource has the potential to reduce the service areas ability to engage with communities.	Poor	No mitigation proposed.	Poor
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Reduction in staff resource has the potential to reduce the service areas ability to engage in the prevention agenda.	Poor	No mitigation proposed.	Poor

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	There will be a reduction in the Trading Standards workforce. This has the potential to have a negative impact on staff morale.	Poor	The delivery of the service areas workload will need to be reviewed considering the proposal. The consideration of alternative working arrangements provide staff with the opportunity to embrace new ideas and be creative regarding service delivery.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

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

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
Powys communities	Reduction in staff resource has the potential to reduce the service areas ability to engage with communities.	Minor	The opportunity for further collaborate has the potential to offset some of the negative impact of the proposal.	Minor	Officer assessment.

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)
Ability to appropriately undertake trading standards workload.	9	Promotion of further collaboration with Environmental Health Services.	9

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The savings proposal has the potential to have an adverse social and economic impact because of the reduction in staff resource. The overall risk is judged to be medium.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
<ul style="list-style-type: none"> • Quarterly performance reviews. • Annual and 6 monthly employee reviews.
Please state when this Impact Assessment will be reviewed.
Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

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	Environmental Protection	Head of Service	Gwilym Davies	Portfolio Holder	CLlr Graham Breeze
Proposal	Increase cemeteries income				
Outline Summary / Description of Proposal					
The proposal is to increase the cemeteries income target by £44k. The increased income is to be achieved via existing service demand and not via an increase in cemetery fees.					

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

Version	Author	Job Title	Date
1.0	Gwilym Davies	Head of Service for Planning, Property and Public Protection	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£		£44k	£	£	£44K

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No impact on staff or public.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? N/A					
Is Powys County Council the data controller? N/A					
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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Learning and skills We will strengthen learning and skills	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Residents and Communities We will support our residents and communities	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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?	<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>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>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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 a more positive impact or to 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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Negligible impact.	Neutral	No mitigation proposed.	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	Negligible impact.	Neutral	No mitigation proposed.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

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

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
Powys communities	Negligible impact.	Insignificant	No mitigation proposed.	Insignificant	Officer assessment.

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)
Failure to achieve income target.	4	Appropriate reporting of financial information.	4

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The savings proposal has negligible impacts with the exception of the risk to the council's finances of any failure to achieve the identified income targets. The overall risk is judged to be low.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

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

- Quarterly finance reviews.

Please state when this Impact Assessment will be reviewed.

Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS

Cyngor Sir Powys County Council

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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	Environmental Protection	Head of Service	Gwilym Davies	Portfolio Holder	Clr Graham Breeze
Proposal	Reduce closed landfill budget by £42k				
Outline Summary / Description of Proposal					
<p>Environmental Protection is responsible for managing the Council’s closed landfills. This involves ensuring that the sites are operating correctly, complying with relevant legislation and do not cause pollution to the environment.</p> <p>Since taking over responsibility for the sites from Waste Management in 2013, the service area has implemented a range of efficiencies which include reducing maintenance visits by HGSS and undertaking gas and leachate monitoring in house.</p> <p>The proposal is to stop paying £40K into a specific Closed Landfill reserve so that the service has fund to call upon in an emergency and to instead rely on the general reserve if emergency funding was ever required. The remaining £2K will be secure from the Closed Landfill revenue account, which is now available because of efficiencies previously implemented.</p>					

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

Version	Author	Job Title	Date
1.0	Gwilym Davies	Head of Planning, Property and Public Protection	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
			£42		£42

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation

Cyngor Sir Powys County Council

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No consultation required (please provide justification)	No impact on staff or public.
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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 type="checkbox"/>	Legal and Democratic Services <input type="checkbox"/>
Children's Services <input type="checkbox"/>	Finance <input type="checkbox"/>	Property, Planning and Public Protection <input type="checkbox"/>
Commissioning <input type="checkbox"/>	Highways, Transportation and Recycling <input type="checkbox"/>	Transformation and Communications <input type="checkbox"/>
Digital Services <input type="checkbox"/>	Housing and Community Development <input type="checkbox"/>	Workforce and OD <input type="checkbox"/>
Data Protection Impact Assessment		
Will the proposal involve processing the personal details of individuals? NA		
Is Powys County Council the data controller? NA		
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 checked="" type="checkbox"/>	Brecon <input type="checkbox"/>	Llandrindod and Rhayader <input type="checkbox"/>	Machynlleth <input type="checkbox"/>
	Builth and Llanwrtyd <input type="checkbox"/>	Llanfair Caereinion <input type="checkbox"/>	Newtown <input type="checkbox"/>
North <input type="checkbox"/>	Crickhowell <input type="checkbox"/>	Llanfyllin <input type="checkbox"/>	Welshpool and Montgomery <input type="checkbox"/>
Mid <input type="checkbox"/>	Hay and Talgarth <input type="checkbox"/>	Llanidloes <input type="checkbox"/>	Ystradgynlais <input type="checkbox"/>
South <input type="checkbox"/>	Knighton and Presteigne <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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Learning and skills We will strengthen learning and skills	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Residents and Communities We will support our residents and communities	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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?	<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>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>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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 a more positive impact or to 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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Negligible impact.	Neutral	No mitigation proposed.	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	Negligible impact.	Neutral	No mitigation proposed.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

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

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
Powys communities	Negligible impact.	Insignificant	No mitigation proposed.	Insignificant	Officer assessment.

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)
No risk identified.			

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The overall risk is judged to be low.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

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

- None proposed.

Please state when this Impact Assessment will be reviewed.

No review proposed.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS

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	Environmental Protection	Head of Service	Gwilym Davies	Portfolio Holder	CLlr Graham Breeze
Proposal	Reduce contaminated land budget				
Outline Summary / Description of Proposal					
<p>The Environmental Protection service is responsible for contaminated land which involves the regulation of potentially contaminated sites and new developments.</p> <p>It is proposed to reduce the workforce capacity of this team to secure a saving of £9K. There is currently £9K worth of staff resource vacant within the service area so existing staff will not be impacted by the proposal.</p>					

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

Version	Author	Job Title	Date
1.0	Gwilym Davies	Head of Planning, Property and Public Protection.	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£9K	£	£9k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No staff or public affected by proposal.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No <input type="checkbox"/>					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<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?	<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
The Economy We will develop a vibrant economy	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Learning and skills We will strengthen learning and skills	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Residents and Communities We will support our residents and communities	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
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).	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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 a more positive impact or to 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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Not using the currently vacant £9K of staff resource will have a minor negative impact on the prevention agenda.	Poor	No mitigation proposed.	Poor

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	Negligible impact.	Neutral	No mitigation proposed.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

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Impact Assessment (IA)

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

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
Powys communities	Negligible impact.	Insignificant	No mitigation proposed.	Insignificant	Officer assessment.

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)
Reduction in staff resource available for contaminated land duties	4	No mitigation proposed.	4

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The only impact identified is the opportunity cost of not using the currently vacant staff resource (£9K) for contaminated land duties. This impact is judged to be low.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

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

- Annual performance reviews with the Contaminated Land team.

Please state when this Impact Assessment will be reviewed.

Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

Cyngor Sir Powys County Council

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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	Environmental Protection	Head of Service	Gwilym Davies	Portfolio Holder	Clr Graham Breeze
Proposal	Increase the income generated by sampling and risk assessing private water supplies				
Outline Summary / Description of Proposal					
The Council has a legal duty to sample and risk assess all private water supplies other than those serving single dwellings.					
The proposal is to increase the income target for carrying out this work by £25K.					

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

Version	Author	Job Title	Date
1.0	Gwilym Davies	Head of Service for Planning, Property and Public Protection	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
			£25K		£25k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No impact on staff or public

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? NA					
Is Powys County Council the data controller? NA					
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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

5. How does your proposal impact on Vision 2025?

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Impact Assessment (IA)

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Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	The requirement to sample and risk assess private water supplies is to ensure that these supplies are wholesome and do not present a risk to the health of the residents	Neutral	No mitigation proposed.	Neutral
Learning and skills We will strengthen learning and skills	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Residents and Communities We will support our residents and communities	The requirement to sample and risk assess private water supplies is to ensure that these supplies are wholesome and do not present a risk to the health of the residents	Neutral	No mitigation proposed.	Neutral

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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
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.	The requirement to sample and risk assess private water supplies is to ensure that these supplies are wholesome and do not present a risk to the health of the residents	Neutral	No mitigation proposed.	Neutral
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).	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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 a more positive impact or to 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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	The requirement to sample and risk assess private water supplies is to ensure that these supplies are wholesome and do not present a risk to the health of the residents.	Neutral	No mitigation proposed.	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	Negligible impact.	Neutral	No mitigation proposed.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

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

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
Powys communities	The requirement to sample and risk assess private water supplies is to ensure that these supplies are wholesome and do not present a risk to the health of the residents.	Insignificant	No mitigation proposed.	Insignificant	Officer assessment.

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)
Failure to achieve income target.	4	Appropriate reporting of financial information.	4

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The savings proposal has negligible impacts with the exception of the risk to the council's finances of any failure to achieve the identified income targets. The overall risk is judged to be low.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

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

- Quarterly finance reviews.

Please state when this Impact Assessment will be reviewed.

Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS

Cyngor Sir Powys County Council

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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	PPPP	Head of Service	Gwilym Davies	Portfolio Holder	Clr Phyl Davies
Proposal					
Outline Summary / Description of Proposal					
Strategic Property is to complete a corporate review of business rates to try with the aim of securing a minimum of £173K .					

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

Version	Author	Job Title	Date
Version 1	Gwilym Davies	Head of Service PPPP	05/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£173		£173K

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No staff or service users impacted.

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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 type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? NA					
Is Powys County Council the data controller? NA					
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	x	Brecon	<input 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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Learning and skills We will strengthen learning and skills	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Residents and Communities We will support our residents and communities	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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?	<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
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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
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).	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Negligible impact.	Neutral	No mitigation proposed.	Neutral
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Negligible impact.	Neutral	No mitigation proposed.	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>	Negligible impact.	Neutral	No mitigation proposed.	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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</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
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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<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
<i>Socio-economic duty</i>	Negligible impact.	Neutral	No mitigation proposed.	Neutral

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?	<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
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.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.	Negligible impact.	Neutral	No mitigation proposed.	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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: 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
Powys County Council Workforce: What Impact will this change have on the Workforce?	Negligible impact.	Neutral	No mitigation proposed.	Poor
Payroll: 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?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Welsh Language impact on staff	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Negligible impact.	Neutral	No mitigation proposed.	Neutral
Source of Outline Evidence to support judgements				
Officer assessment.				

Cyngor Sir Powys County Council

Impact Assessment (IA)

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

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
Powys communities	Negligible impact.	Insignificant	No mitigation proposed.	Insignificant	Officer assessment.

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)
Failure to achieve savings target.	4	Appropriate reporting of financial information.	4

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The savings proposal has negligible impacts with the exception of the risk to the council's finances of any failure to achieve the identified savings. The overall risk is judged to be low.	

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

What additional evidence and data has informed the development of your proposal?
None.

12. On-going monitoring arrangements?

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

- Quarterly finance reviews.

Please state when this Impact Assessment will be reviewed.

Between 12 and 24 months of implementation.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gwilym Davies		05/01/2021
Head of Service:	Gwilym Davies		05/01/2021
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS

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	Transformation and Communications	Head of Service	Emma Palmer	Portfolio Holder	Cllr Graham Breeze
Proposal	To consolidate and strengthen the roles within the Strategic Planning, Policy and Performance Team and deliver a new operating model with Communications and Translation providing a cost reduction to overall bottom line.				
Outline Summary / Description of Proposal					

The Transformation and Communications Team shares the financial challenges faces by Powys County Council and the proposal aims to manage this in a measured way. There are two areas identified for making savings: 1) Strategic Planning, Policy and Performance and 2) Communications and Welsh Translation.

Reasons identified below:

1)

During 2019-20, the council has adopted a new quarterly performance reporting system, which uses sharepoint to record data and power BI to generate automated reports. This has reduced the need for manual production of key performance statistics and analysis. Automation of the council's Integrated Business Planning also started during summer 2020, which will allow services to take greater ownership of inputting and updating their own objectives, measures and targets, which will automatically update the quarterly reporting information

The continued evolution of the team creates opportunities for strengthening and aligning roles to ensure that the team are fully equipped to provide a more holistic support service. It is being proposed, that rather than having separate Strategic Planning and Risk officers, and Performance Improvement Officers, that this role should be combined to provide a more end to end support for services, and to provide a more streamlined process.

Strategic Planning and Performance Management go hand in hand, and therefore it makes sense that the roles are combined and that the team structures itself in such a way, so as to have enough capacity to support the strategic planning and corporate performance reporting of the Council's 5 Outcomes/Well-being Objectives. The proposed restructure will ensure that the council is able to operate effectively and remain compliant with the policy demands of Welsh and UK Governments.

The Potential Benefits

On developing this proposal, the council has attempted to preserve and strengthen the knowledge and capacity within the unit. The following summarises the benefits of the proposed approach. The list is by no means exhaustive:

- Transformation and Communication shares the financial challenge faced by Powys County Council in a measured way
- The cost reductions are proportionate and reflect the changing demands of the business
- The knowledge base across the team is strengthened
- Elements of the service retain the potential for commercialisation.

2)

The aim of the revised structure is to better align the council's communication resources with the council's priorities as identified in Vision 2025 and generate potential savings.

We will ensure the reputation of the council is protected and enhanced by proactively providing positive professional communication, engagement and Welsh Language information in support of the council's Vision 2025 and transformational projects.

It is envisaged that the savings will be found through a combination of continued use of service specific and external grant funding, increased income and staff reduction (vacant posts).

The new structure (in relation to Communications and Engagement roles) aims to achieve clear alignment and support to corporate priorities, a greater focus on outcome-based budgets while generating overall budget savings through key changes:

- Introduction of a new operating model, clearly defining areas of responsibility for the Communications Team and services funded from the council's base budget
- Establish a flexible set of core communications skills that all Communications Team staff will be expected to perform in their roles
- Retain service specific and external grant support with the introduction of agreed service level agreements
- Increase external funding through introduction of service level agreements.

The Possible Dis-Benefits of both proposals

Several dis-benefits can be identified because of this proposed re-structure. Again, the list is not exhaustive:

- There will be fewer people working within the team because of the restructure
- The capacity for strategic planning, policy and performance and Welsh Translation is reduced
- The capacity to work with services on how they use performance data would be limited and may become an issue for the council
- The turn around time for Welsh Translation may be greater than experienced currently.

Cyngor Sir Powys County Council

Impact Assessment (IA)

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

Version	Author	Job Title	Date
Version 1	Emma Palmer/Catherine James	Head of Transformation and Communications/Deputy Head of Transformation and Communications	10/12/2020

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£116,000	£45,800	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Staff consultation required	Staff will be consulted in line with the Management of Change policy requirements.

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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	✓	Education	✓	Legal and Democratic Services	✓
Children's Services	✓	Finance	✓	Property, Planning and Public Protection	✓
Commissioning	✓	Highways, Transportation and Recycling	✓	Transformation and Communications	✓
Digital Services	✓	Housing and Community Development	✓	Workforce and OD	✓
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes ✓ No <input type="checkbox"/>					
Is Powys County Council the data controller? Yes ✓ No <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	✓	Brecon	<input 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?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	<p>The SPPP Team will continue to provide support to services who lead on the planning and reporting of this Well-being objective, but there will also be an expectation for more 'self-serve' from services where possible.</p> <p>The C&WT Team will be firmly aligned to deliver the priority.</p>	Good	Continued digitisation/automation of Integrated Business Planning and Reporting Tools to reduce reliance to manual processing etc.	Good
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	<p>The proposal provides continuation of a dedicated resource to support services who lead on the planning and reporting of this well-being objective.</p> <p>The C&WT Team will be firmly aligned to deliver the priority.</p>	Very Good		Choose an item.
Learning and skills We will strengthen learning and skills	<p>The SPPP Team will continue to provide support to services who lead on the planning and reporting of this Well-being objective, but there will also be an expectation for more 'self-serve' from services where possible.</p> <p>The C&WT Team will be firmly aligned to deliver the priority.</p>	Good	Continued digitisation/automation of Integrated Business Planning and Reporting Tools to reduce reliance to manual processing etc.	Good
Residents and Communities We will support our residents and communities	<p>The SPPP Team will continue to provide support to services who lead on the planning and reporting of this Well-being objective, but there will also be an expectation for more 'self-serve' from services where possible.</p> <p>The C&WT Team will be firmly aligned to deliver the priority.</p>	Good	Continued digitisation/automation of Integrated Business Planning and Reporting Tools to reduce reliance to manual processing etc.	Good

Source of Outline Evidence to support judgements

See Transformation and Communications Integrated Business Plan 2020-2024 and Management of Change proposal.

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 a more positive impact or to 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>	<p>The service aims to provide career pathways for staff and the proposal aims to provide opportunities to broaden the skill set of staff.</p>	<p>Neutral</p>	<p>No capacity for further refinement</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>No significant direct impact</p>	<p>Choose an item.</p>	<p>No capacity for further refinement</p>	<p>Choose an item.</p>

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>	Demand and expectations on staff may increase and could possibly impact on staff well-being.	Poor	Demand to be managed and prioritised according to staff capacity.	Good
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	No significant direct impact	Choose an item.		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> <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 significant direct 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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	The human resource available whilst on paper will reduce, the Team have been carrying vacancies for some time and utilising the slippage to fund external resource where required. There is a significant underspend this year.	Poor	Roll out the use of Microsoft Translate for internal translation only to enable the human resource to focus on the priority campaigns and external communications.	Neutral
<i>Opportunities to promote the Welsh language</i>	No significant direct impact – the Welsh Language Officer post will remain.	Good		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	No significant direct 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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Disability</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Gender reassignment</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Race</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Religion or belief</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Sex</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	No significant direct impact	Choose an item.		Choose an item.
<i>Socio-economic duty</i>	No significant direct impact	Choose an item.		Choose an item.

Source of Outline Evidence to support judgements
See Transformation and Communications Integrated Business Plan 2020-2024 and Management of Change proposal.

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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	<ul style="list-style-type: none"> The proposal seeks to deliver a more sustainable service given available funding The proposal also reflects the longer-term approach of services becoming more self-sufficient through digitised tools and automation of reporting etc. 	Good		Choose an item.
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The T&C Service will continue to work closely with all other services to support them in becoming more self-sufficient with developing their plans and managing quarterly reporting etc, placing less reliance on the SPPP team for manual input and processing and self service internally for Welsh Translation.	Neutral		Choose an item.
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</i>	Staff and other key stakeholders will be involved in this process	Good		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>Prevention: Understanding the root causes of issues to prevent them from occurring including:</p> <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>	To ensure the sustainability of the team we will explore the possibility of generating income through commercialisation of elements of our work	Neutral		Choose an item.
<p>Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</p>	The whole ethos of the proposal is for roles within the SPPP Team to become more integrated, in order to provide a more holistic support approach to other services.	Good		Choose an item.
<p>Powys County Council Workforce: What Impact will this change have on the Workforce?</p>	<p>The proposal offers the following positive benefits:</p> <ul style="list-style-type: none"> • Career pathways and opportunities • Flexible approach • A structure that reflects professional expertise, knowledge and capability <p>The proposal offers the following dis-benefit:</p> <ul style="list-style-type: none"> • A short period of uncertainty as changes are implemented 	Neutral		Choose an item.
<p>Payroll: 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?</p>	Detail is available in the Business Case. The revised structure creates opportunity for staff.	Neutral		Choose an item.
<p>Welsh Language impact on staff</p>	No significant direct impact	Choose an item.		Choose an item.

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
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	No significant direct impact	Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				
See Transformation and Communications Integrated Business Plan 2020-2024 and Management of Change proposal.				

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

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
	Potential delay in translation of Communications	Minor	Resource will be focussed on priority campaigns with an external focus.	Insignificant	

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

Description of risks

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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)
Staff do not accept the proposed changes	Likelihood = Possible Impact = Moderate Score = 9	Clear and effective consultation and engagement with all staff affected.	Likelihood = Unlikely Impact = Minor Score = 4

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<ul style="list-style-type: none"> The proposed changes aim to consolidate and strengthen the roles within the SPPP Team and C&WT Team, ensuring the service is fit for purpose to support and drive the council in pursuit of Vision 2025. Overall the assessment indicates that the proposal would have no significant negative impact on the community/public, but would strengthen and enhance the way the team are able to work and develop. On the whole, the proposal will continue to give good support for the council's priorities as detailed in Vision 2025 although the impact on the 7 national well-being goals is by and large neutral The proposal demonstrates reasonable consideration of the 5 working principles of the Well-being of Future generations (Wales) Act 2015 	

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

What additional evidence and data has informed the development of your proposal?
Evidence from the following documents has informed the development of the proposal; Management of change proposal, Transformation and Communications Integrated Business Plan 2020-2024, Digital Strategy (Information Excellence Workstream).

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The impact of the proposed changes will be continually monitored by the Head of Transformation and Communications together with Senior Leadership Team colleagues and Cabinet.
Please state when this Impact Assessment will be reviewed.
n/a

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Emma Palmer		
Head of Service:	Emma Palmer		
Portfolio Holder:	Clr. Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS

Cyngor Sir Powys County Council

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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	Workforce and Organisation Development	Head of Service	Paul Bradshaw	Director	Alison Bulman	Portfolio Holder	Cllr Graham Breeze
Proposal	WD02 - Savings from Leadership Development budget (£10,000), WD03 - Increase the uptake of leadership apprenticeships within the council to recoup the majority of the apprenticeship levy						
Outline Summary / Description of Proposal							
This document considers the impacts of the savings generated by Organisation Design and Development team (Workforce and OD Service) in the financial year 2021/22. Moving forwards we will be able to deliver a large part of our leadership and management development through apprenticeship programmes funded from the apprenticeship levy we pay to Welsh Government. This will significantly reduce the cost to delivering our leadership training programme.							

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

Version	Author	Job Title	Date
Draft	Myfanwy Davies	Manager Organisational Design and Development	21/12/2020

2. Profile of savings delivery (if applicable)

2021-22	2022-23	TOTAL
£10,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	EMT have received a paper on the apprenticeship approach and agreed the approach. Reducing the Leadership Development budget due to accessing the training through the apprenticeship levy leads to the money no longer being used to pay for the qualifications as previously required.

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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 checked="" 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 checked="" type="checkbox"/>	Highways, Transportation and Recycling <input checked="" type="checkbox"/>	Strategy, Performance and Transformation Programmes <input checked="" type="checkbox"/>
Customers and Communications <input checked="" type="checkbox"/>	Housing and Community Development <input checked="" type="checkbox"/>	Workforce and OD <input checked="" type="checkbox"/>
Data Protection Impact Assessment		
<p>Will the proposal involve processing the personal details of individuals? No <input type="checkbox"/></p> <p>Is Powys County Council the data controller? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>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.</p>		

4a Geographical Locations

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

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

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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	Reduction in Leadership development budget – no effect	Neutral	Utilising the Apprenticeship Levy better will create a better ROI for the councils spending recovery on training and development of its staff via the levy.	Very Good
Health and Care We will lead the way in effective, integrated rural health and care	Reduction in Leadership development budget – no effect	Good	Reduction in Leadership development budget – no effect	Neutral
Learning and skills We will strengthen learning and skills	Reduction in Leadership development budget – no effect due to utilising Apprenticeship Levy mechanism. Developing the use of Higher Apprenticeships will further strengthen the career pathways in the council.	Good	Potential for a greater ROI on the levy usage to return training cost equivalent greater than we pay into the scheme, making the Powys Pound go further in learning and development. Creating more opportunities through Apprenticeships within the county will aid the learning and skills development of Powys residents.	Very Good
Residents and Communities We will support our residents and communities	Reduction in Leadership development budget – no effect	Good	Reduction in Leadership development budget – no effect	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>	<p>Apprenticeship programmes contributes to the skilled and well-educated aspect of this goal.</p>	<p>Good</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>Better use of the Powys Pound in the skill development of residents contributes to the social and economic benefits for the county.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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Impact Assessment (IA)

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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 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>	Not Applicable	Choose an item.		Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	Increasing opportunities for all ages will aid the age diversity within our communities	Good		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> <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>	Not Applicable	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>	Not Applicable	Choose an item.		Choose an item.
<p>Opportunities to promote the Welsh language</p>	Not Applicable	Choose an item.		Choose an item.

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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
<i>People are encouraged to do sport, art and recreation.</i>	Not Applicable	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>	Not Applicable	Choose an item.		Choose an item.
<i>Disability</i>	Not Applicable	Choose an item.		Choose an item.
<i>Gender reassignment</i>	Not Applicable	Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>	Not Applicable	Choose an item.		Choose an item.
<i>Race</i>	Not Applicable	Choose an item.		Choose an item.
<i>Religion or belief</i>	Not Applicable	Choose an item.		Choose an item.
<i>Sex</i>	Not Applicable	Choose an item.		Choose an item.
<i>Sexual Orientation</i>	Not Applicable	Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>	Not Applicable	Choose an item.		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?	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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	Workforce planning facilitates better understanding of future recruitment and training requirements, allowing for planning and appropriate processes to be implemented. Using apprenticeship frameworks to develop staff will aid the future proofing and talent identification of the future workforce.	Good		Choose an item.
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	Partnership working is one of the key focuses of the Transformation Programme. The Health and Care Strategic framework provides an outline of how this can be achieved. One key area is the development of a joint health and social care intensive learning academy and use of a joint Higher apprenticeship leadership and management programme.	Good		Choose an item.
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	Not Applicable	Choose an item.		Choose an item.
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	Not Applicable	Choose an item.		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 positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Choose an item.		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Developing the leadership and management apprenticeship programme will encourage people to develop in the workplace and help with succession planning and 'growing our own' which will help mitigate the impact of poverty	Good		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Choose an item.		Choose an item.
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.		Choose an item.		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?	Workforce planning will help ensure that the workforce is suitable for the current and future needs of the council. Each service area will be challenged to consider their development needs and identify training requirements that will protect from flight risks and support succession planning – Leadership and Management development is part of this process	Good		Choose an item.

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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
Payroll: 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?		Good		Choose an item.
Welsh Language impact on staff		Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?	Using the leadership and management apprenticeship framework will ensure we continue to deliver a range of programmes from level 2 to level 7 which will impact positively on apprenticeships and will also enable PCC to spend less on developing leadership and management skills.	Very Good		Choose an item.
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
High	High	Low
Mitigation		

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
Welsh Government Change Apprenticeship Framework	Medium	Develop similar internal qualifications that will develop leadership and management skills	Low
Required management skills not developed	Medium	Further ODD activity to support	Low

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Overall Risk Judgement:	Low

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?

Quarterly reporting and senior team meetings will be spent assessing the impact and analyse whether on track or not

Please state when this Impact Assessment will be reviewed.

annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Myfanwy Davies		
Head of Service:	Paul Bradshaw		
Director:	Alison Bulman		
Portfolio Holder:	Clr G Breeze		

14. Governance

Decision to be made by	Portfolio Holder	Date required	

FORM ENDS

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Service Area	Digital Services	Head of Service	Diane Reynolds	Director	Nigel Brinn	Portfolio Holder	Iain Macintosh
Proposal	Recharge 1FTE Developer/Integrator to Transformation Funding						
Outline Summary / Description of Proposal							
<i>Detail of the proposal</i>							
Submission of European Social Fund grant application for funding to set up a Mid Wales Regional Programme Office. This will support regional collaborative working associated with strategic economic development opportunities and the Mid Wales Growth Deal. The proposal is a partnership initiative between Powys CC, Ceredigion CC and Aberystwyth University.							

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

Version	Author	Job Title	Date
1	Gareth Jones	Professional Lead	20/01/2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
	£	£	£25k	£	£25k

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	No Impact to staff or customers

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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?	<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
The Economy We will develop a vibrant economy	<i>proposal neither undermines or contributes to this Priority</i>	Good	The Mid Wales regional programme office will support collaborative working on strategic economic development initiatives and processes required to support the Mid Wales Growth Deal	Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	<i>proposal neither undermines or contributes to this Priority</i>	Neutral		Choose an item.

Source of Outline Evidence to support judgements
Priority 5 funding application

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>	<i>proposal neither undermines or contributes to this Goal</i>	Good	The Mid Wales Regional Programme Office will support strategic economic development and related initiatives including the Mid Wales Growth Deal.	Choose an item.
<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>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.

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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 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>	<p><i>proposal neither undermines or contributes to this Goal</i></p>	<p>Neutral</p>		<p>Choose an item.</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p><i>proposal neither undermines or contributes to this Goal</i></p>	<p>Neutral</p>		<p>Choose an item.</p>
<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>	<p><i>proposal neither undermines or contributes to this Goal</i></p>	<p>Neutral</p>		<p>Choose an item.</p>
<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>	<p><i>proposal neither undermines or contributes to this Goal</i></p>	<p>Neutral</p>		<p>Choose an item.</p>
<p>Opportunities to promote the Welsh language</p>	<p><i>proposal neither undermines or contributes to this Goal</i></p>	<p>Neutral</p>		<p>Choose an item.</p>

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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
<i>Welsh Language impact on staff</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		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>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Disability</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Gender reassignment</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Race</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Religion or belief</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Sex</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Sexual Orientation</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	<i>proposal neither undermines or contributes to this Goal</i>	Neutral		Choose an item.

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Source of Outline Evidence to support judgements

n/a

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.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	<i>proposal neither undermines or contributes to this Principle</i>	Good	The focus of the European funding is to support collaborative working and capacity building at a regional level in Mid Wales	Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		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.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.

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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	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
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.	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Impact on Powys County Council Workforce	<i>proposal neither undermines or contributes to this Principle</i>	Neutral		Choose an item.
Source of Outline Evidence to support judgements				
n/a				

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		
n/a		

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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		
n/a		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Commitment to alternative funding source for two years	Low	Transformation funding has been secured and committed	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. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The overall judgement of this Impact assessment is 'neutral'. There is unlikely to be an impact to staff, customers or citizens as the proposal relates to an external funding bid.</p> <p>The overall risk identified in this impact assessment is 'Low'. There is little risk as the principle of the funding has been confirmed by WEFO.</p>	

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

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

12. On-going monitoring arrangements?

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

Monitoring of funding through project governance arrangements and board once approved

Please state when this Impact Assessment will be reviewed.

Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gareth Jones	G Jones	20/01/2020
Head of Service:	Diane Reynolds		
Director:	Nigel Brinn		
Portfolio Holder:	Clr Iain Macintosh		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS

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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	Children’s Services	Head of Service	Jan Coles	Portfolio Holder	Councillor Rachel Powell
Proposal	Saving of £240,000 from Golwg y Bannau / Golwg y Camlas				
Outline Summary / Description of Proposal					
An Options Appraisal is currently being drafted on the future use of Golwg y Bannau/Camlas. There are five options and Children’s Leadership Team will be considering Options Appraisal and completing scoring matrix by end of January, 2021, in order to agree preferred option and inform Cabinet Report.					
The implications of the options vary widely and these are being considered as part of the options appraisal.					
An efficiency saving of £240,000 has been aligned to Golwg y Bannau/Camlas. The impact of the savings will be fully considered and this draft impact assessment updated and completed following agreement of preferred option.					

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

Version	Author	Job Title	Date
1	Anne-Marie Davies	Strategic Commissioning Manager	15/1/21
2	Anne-Marie Davies	Strategic Commissioning Manager	20/1/21

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£240,000	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
Public and Staff consultation required	Staff and parent/carer/public consultation may be required depending on preferred option.

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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"/>
Children's Services	<input checked="" type="checkbox"/>	Finance	<input checked="" type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input type="checkbox"/>
		Legal and Democratic Services	<input type="checkbox"/>
		Property, Planning and Public Protection	<input type="checkbox"/>
		Transformation and Communications	<input checked="" type="checkbox"/>
		Workforce and OD	<input checked="" type="checkbox"/>
Multi-agency Project Team has informed Options Appraisal. Representatives from the above Departments have been involved.			
Data Protection Impact Assessment			
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> X No <input type="checkbox"/>			
Is Powys County Council the data controller? Yes <input type="checkbox"/> X No <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 checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>
Powys Children/Young People and their families		Builth and Llanwrtyd	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>
South	<input checked="" type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>
		Llandrindod and Rhayader	<input type="checkbox"/>
		Llanfair Caereinion	<input type="checkbox"/>
		Llanfyllin	<input type="checkbox"/>
		Llanidloes	<input type="checkbox"/>
		Machynlleth	<input type="checkbox"/>
		Newtown	<input type="checkbox"/>
		Welshpool and Montgomery	<input type="checkbox"/>
		Ystradgynlais	<input type="checkbox"/>

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5. How does your proposal impact on Vision 2025?

Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT 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?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy		Choose an item.		Choose an item.
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment		Choose an item.		Choose an item.
Learning and skills We will strengthen learning and skills		Choose an item.		Choose an item.
Residents and Communities We will support our residents and communities		Choose an item.		Choose an item.

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>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>		Choose an item.		Choose an item.
<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>		Choose an item.		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
<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>		Choose an item.		Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>		Choose an item.		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> <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>		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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>		Choose an item.		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>		Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>		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>Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).</i>				
<i>Age</i>		Choose an item.		Choose an item.
<i>Disability</i>	Children/ young people with disabilities and their families are able to access short breaks (including overnight) in a way that meets their needs.	Good		Choose an item.
<i>Gender reassignment</i>		Choose an item.		Choose an item.
<i>Marriage or civil partnership</i>		Choose an item.		Choose an item.
<i>Race</i>		Choose an item.		Choose an item.
<i>Religion or belief</i>		Choose an item.		Choose an item.
<i>Sex</i>		Choose an item.		Choose an item.
<i>Sexual Orientation</i>		Choose an item.		Choose an item.
<i>Pregnancy and Maternity</i>		Choose an item.		Choose an item.
<i>Socio-economic duty</i>		Choose an item.		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?	IMPACT 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?	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.		Choose an item.		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.		Choose an item.		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them including: Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Families have been consulted on how short-breaks should look in Powys. Increased uptake in Direct Payments as opposed to overnight in Golwg y Bannau/ Golwg y Camlas is a consequence of the improved offer.	Good		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring including: 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.		Choose an item.		Choose an item.

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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 a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Choose an item.		Choose an item.
Powys County Council Workforce: What Impact will this change have on the Workforce?		Choose an item.		Choose an item.
Payroll: 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?		Choose an item.		Choose an item.
Welsh Language impact on staff		Choose an item.		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Choose an item.		Choose an item.
Source of Outline Evidence to support judgements				

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

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
<i>Golwg y Bannau/Camlas is located in Brecon, South Powys. Any change to status quo may impact on local community and wider Powys area.</i>		Choose an item.		Choose an item.	

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)
Risks will be dependent on preferred option.			

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
A budget reduction of £240,000 will impact on children/young people and their families currently accessing services or forecast to require a 52 week long-term residential placement or short breaks provision at Golwg y Bannau/Camlas. The level of impact is not yet known and is dependent on the outcome of the Options Appraisal.	

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

What additional evidence and data has informed the development of your proposal?
A multi-Agency Project Team was established on the future use of Golwg y Bannau and Camlas. Commissioning activity included previous and current activity at Golwg y Bannau and Camlas, needs and cost analysis of Integrated Disability Services including forecast residential placement and short-break provision requirements, exploration of five potential options and options comparison, including pros, cons, costing and risks. A scoring matrix will be completed by Children's Leadership team and preferred recommendation agreed.

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The initial impact of the savings will be monitored via Bannau/Camlas Multi-Agency Project as part of project delivery. Following completion of the project, the impact on children/young people and their families will be monitored via Bannau/Camlas Management Team, IDS Team and CLT.
Please state when this Impact Assessment will be reviewed.
This impact assessment will be reviewed, revised and completed following agreement of preferred option for future use of Golwg y Bannau and Camlas when impact of savings and decision is known.

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Anne-Marie Davies	<i>A.M. Davies</i>	21/1/21
Head of Service:	Jan Coles		
Portfolio Holder:	Councillor Rachel Powell		

14. Governance

Decision to be made by	Choose an item.	Date required

FORM ENDS