

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.

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		
Will the proposal involve processing the personal details of individuals? No <input 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 checked="" type="checkbox"/>	Brecon <input type="checkbox"/> Builth and Llanwrtyd <input type="checkbox"/>	Llandrindod and Rhayader <input type="checkbox"/> Llanfair Caereinion <input type="checkbox"/>	Machynlleth <input type="checkbox"/> Newtown <input type="checkbox"/>
North <input type="checkbox"/>	Crickhowell <input type="checkbox"/> Hay and Talgarth <input type="checkbox"/>	Llanfyllin <input type="checkbox"/> Llanidloes <input type="checkbox"/>	Welshpool and Montgomery <input type="checkbox"/> Ystradgynlais <input type="checkbox"/>
Mid <input type="checkbox"/>	Kington and Presteigne <input type="checkbox"/>		
South <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
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.	Apprenticeship programmes contributes to the skilled and well-educated aspect of this goal.	Good		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).	Better use of the Powys Pound in the skill development of residents contributes to the social and economic benefits for the county.	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
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.	Not Applicable	Choose an item.		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	Increasing opportunities for all ages will aid the age diversity within our communities	Good		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.	Not Applicable	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>	Not Applicable	Choose an item.		Choose an item.
<i>Opportunities to promote the Welsh language</i>	Not Applicable	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>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)				
<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>	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.
<i>Collaboration: 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.
<i>Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.</i>	Not Applicable	Choose an item.		Choose an item.
<i>Prevention: 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?	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.		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		

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:	Cllr G Breeze		

14. Governance

Decision to be made by	Portfolio Holder	Date required	

FORM ENDS