

# Impact Assessment

## Reduction of budget allocation for travel expenses



13/01/2022

Reference: 8062-3845-8727-0224

Impact Assessments (IA) are a process of assessing how our proposals and decisions might impact upon different types of people and communities and developing proposals in line with relevant legislation.

**This is a legal requirement, and ensures the Council considers key legislation, including Equalities, Welsh language, Future Generations, Socio-economic Duty and Risk when developing proposals.**

**It will also help the Council make the best possible decisions for the people of Powys.**

# 1. Proposal Information

<b>Author name</b>	Gemma Gabriel, Professional Lead - HR
<b>Head of service</b>	Paul Bradshaw, Head of Workforce and Organisation
<b>Portfolio holder</b>	Beverley Baynham, portfolio holder for Portfolio Holder for Corporate Governance and Regulatory Services
<b>Proposal title</b>	Reduction of budget allocation for travel expenses
<b>Description of proposal</b>	The proposal is a reduction of £10k budget allocation for staff travel expenses in the budget 2022/2023

## 2. Savings and Consultation requirements

### Profile of savings delivery

2021-22	2022-23	2023-24	2024-25	2025-26	2026+	Total savings
£0	£10,000	£0	£0	£0	£0	£10,000

### Further information

Reduction in travel expenses from WOD.

### Consultation requirements

<b>Consultation required?</b>	No
<b>Justification</b>	Consultation not required as no change to staff terms and conditions.

## 3. Impact on other service areas, geographical areas and data protection

### 3a. Impact on other service areas

- Workforce & Organisation Development

### 3b. Impact on geographical locations

The entire county

### 3c. Data protection impact assessment

Will the proposal involve processing the personal details of individuals?	No
Is Powys County Council the data controller?	No
Further information	

## 4. Impact on Vision 2025

### 4a. The economy

Impact	None
--------	------

### 4b. Health and care

Impact	None
--------	------

### 4c. Learning and skills

Impact	None
--------	------

### 4d. Residents and communities

Impact	None
--------	------

### 4e. Evidence

None

## 5. Impact on well-being goals including Welsh language and equalities

### 5a. A prosperous Wales

Impact

None

### 5b. A resilient Wales

Impact

None

### 5c. A healthier Wales

Impact

None

### 5d. A Wales of cohesive communities

Impact

None

### 5e. A globally responsible Wales

Impact

None

### 5f. A Wales of vibrant culture and thriving Welsh language

#### Using Welsh

Impact

None

#### Promoting Welsh

Impact

None

#### Sports, Art & Recreation

Impact

None

## 5g. A more equal Wales

### Age

Impact	None
--------	------

### Disability

Impact	None
--------	------

### Gender Reassignment

Impact	None
--------	------

### Marriage or Civil Partnership

Impact	None
--------	------

### Race

Impact	None
--------	------

### Religion or Belief

Impact	None
--------	------

### Sex

Impact	None
--------	------

### Sexual Orientation

Impact	None
--------	------

### Pregnancy and Maternity

Impact	None
--------	------

### Socio-economic Duty

Impact	None
--------	------

## 5h. Evidence

None

## 6. Impact on key guiding principles & workforce

### 6a. Sustainable development principles

#### Long-term

Impact

None

#### Collaboration

Impact

None

#### Involvement (including Communication and Engagement)

Impact

None

#### Prevention

Impact

None

#### Integration

Impact

None

### 6b. Impact on the workforce

Impact

None

### 6c. Impact on payroll

Impact

None

### 6d. Welsh language impact on staff

<b>Impact</b>	None
---------------	------

## 6e. Impact on apprenticeships

<b>Impact</b>	None
---------------	------

## 6f. Evidence

None
------

## 7. Likelihood and risks

No risks documented
---------------------

## 8. Overall summary and judgement

### Outline assessment

<p>The pandemic has resulted in staff across WOD predominately working from home, using technology to accommodate the significant reduction in face to face meetings. As national restrictions eased, some face to face meetings did return and it is anticipated this will increase as the restrictions are lifted further. In addition, there are a number of activities and tasks, particularly in our Health and Safety and HR Business Partner teams, that will continue to require staff to travel across Powys. However, a significant proportion of the changes to working practices that we have seen over the last 21 months will become a permanent feature of our service and support the Council's new ways of working. Working with finance colleagues we have estimated a £10k reduction in staff travel expenses for 2022-2023, as a result of these permanent changes to working practices. As we work through the next 12 months we will review this to identify whether any additional savings can be made during 2023-2024.</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Cabinet reference</b>	
--------------------------	--

## 9. Additional evidence

None
------

## 10. Ongoing monitoring arrangements and governance

### Monitoring arrangements

This will be monitored throughout the year, as part of regular financial and budget reviews.

**Review date**

03/01/2023

null