

Public Document Pack



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FINANCE PANEL

Wednesday, 1st February, 2023

The use of Welsh by participants is welcomed. If you wish to use Welsh please inform us by noon, two working days before the meeting

SUPPLEMENTARY PACK

1.1. Impact Assessments

Individual Impact Assessments relating to the proposals under the Cost Reduction Proposals above (**Appendix K**)
(Pages 3 - 32)

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Impact Assessment

Planning Service - Training budget reductions



09/01/2023

Reference: 6245-8589-9281-2824

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

Author name	Peter Morris , Professional Lead - Planning
Head of service	Gwilym Davies, Head of Property, Planning and Public Protection
Portfolio holder	James Gibson-Watt, portfolio holder for Leader and Cabinet Member for an Open and Transparent Powys
Proposal title	Planning Service - Training budget reductions
Description of proposal	Reduce the Planning Service budget for staff training and development by £5,400.

2. Savings and Consultation requirements

Profile of savings delivery

2022-23	2023-24	2024-25	2025-26	2026-27	2027+	Total savings
£0	£5,400	£0	£0	£0	£0	£5,400

Further information

Reduce budget for staff training by £5,400.

Consultation requirements

Consultation required?	No
Justification	No staff redcutions proposed.

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

3a. Impact on other service areas

- Property Planning and Public Protection

3b. Impact on geographical locations

Individual localities:

- Machynlleth Locality
- Llanfyllin Locality
- Llanfair Caereinion Locality
- Welshpool and Montgomery Locality
- Newtown Locality
- Llanidloes Locality
- Knighton and Presteigne Locality
- Llandrindod and Rhayader Locality
- Builth and Llanwrtyd Locality
- Brecon Locality
- Ystradgynlais Locality
- Hay and Talgarth Locality

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	<p>The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. A successful and vibrant economy is reliant on an effective Planning Service with well trained officers who can assist in delivering and enabling economic growth, regeneration, housing, etc.</p> <p>The reduction in budget would reduce the service areas ability to “grow our own” staff and to retain staff, as the offer of training has been a key source of appointments within the service in recent years. It would transfer the cost for training and career development directly onto senior staff within the service area, and would restrict learning and development and career progression of staff.</p> <p>Less qualified and a reduced number of professional staff within the service would impact on the quality of service provided with further risks to the authority including additional costs (e.g. appeals, awards of cost, etc).</p>
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited. Senior Officers to provide more training capacity (please note this resource is already stretched).
Mitigated impact rating	Very poor

4b. Health and care

Impact	Delivering this priority is reliant upon an effective Planning Service with well-trained officers able to support and enable the delivery of the land use related elements of this priority e.g. delivering accessible, affordable, adaptable and lifetime homes.
Impact rating	Poor
Mitigation	No mitigation considered available.
Mitigated impact rating	Poor

4c. Learning and skills

Impact	Having an effective Planning Service with well-trained professional staff is essential to supporting and enabling this priority to be met e.g. to develop planning policies and secure planning permission for affordable, adaptable and lifetime homes.
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Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited. Potential for Senior Officers to provide more training to junior officers but this is severely limited by their workload capacity.
Mitigated impact rating	Very poor

4d. Residents and communities

Impact	Having an effective Planning Service with well-trained, professional planning officers and staff is essential for meeting this priority. Developing planning policy and determining planning applications with the engagement of residents and communities are statutory duties of the planning system, as is the need to develop sustainable more resilient communities, and to safeguard and enhance the natural environment. Well trained staff are needed to secure this priority.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

4e. Evidence

Providing learning and development opportunities for officers within the Planning Service is an essential part of the Service's workforce plan in line with the Council's corporate approach to " Workforce and Organisational Development -

Organisational development and training play important roles in helping organisations and those who work in them to be effective. All organisations have a responsibility to train their employees to develop their knowledge, skills and capability to perform effectively in their role. Investment in training and development is generally regarded as good management practice to maintain appropriate skills and expertise and to provide it for the future. Training has implications for productivity, health, safety and well-being at work and for personal development." (Source: <https://en.powys.gov.uk/powysworkforce>)

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

5a. A prosperous Wales

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An innovative, productive and low carbon society is reliant on an effective Planning Service with well trained officers who can assist in delivering and enabling the delivery of a prosperous Powys and Wales.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

5b. A resilient Wales

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An effective Planning Service which develops planning policies and determines planning applications is reliant on well trained officers. The Planning Service is essential to achieving a more resilient Powys and Wales and addressing issues of climate change, biodiversity, green /renewable energy, green infrastructure, pollution, etc.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

5c. A healthier Wales

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An effective Planning Service which develops planning policies and determines planning applications is reliant on well trained officers for ensuring health needs are considered as an integral part of future development.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

5d. A Wales of cohesive communities

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An effective Planning Service which develops planning policies and determines planning applications is reliant on well trained officers for ensuring cohesive communities are delivered as an integral part of future development.
Impact rating	Very poor
Mitigation	No mitigation available.
Mitigated impact rating	Very poor

5e. A globally responsible Wales

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An effective Planning Service which develops planning policies and determines planning applications is reliant on well trained officers. Ensuring sustainable development e.g. safeguarding important resources for future generations is an integral part of the planning system.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

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

Using Welsh

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An effective Planning Service which develops planning policies and determines planning applications is reliant on well trained officers for ensuring Welsh language is considered as an integral part of future development.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

Promoting Welsh

Impact	None
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Sports, Art & Recreation

Impact	None
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5g. A more equal Wales

Age

Impact	None
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Disability

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. An effective Planning Service with well trained officers is responsible for planning policy development and determining planning applications to enable a more equal Powys.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

Gender Reassignment

Impact	None
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Marriage or Civil Partnership

Impact	None
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Race

Impact	None
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Religion or Belief

Impact	None
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Sex

Impact	None
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Sexual Orientation

Impact	None
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Pregnancy and Maternity

Impact	None
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Socio-economic Duty

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. The socio-economic duty is applicable to the development of Planning Policy and determination of planning applications.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

5h. Evidence

The preparation of planning policy (Local Development Plan) and determination of planning applications is subject to the requirements of the Wellbeing of Future Generations Act, 2015. An informing Integrated Impact Assessment is a statutory requirement for the preparation of the Replacement Powys LDP.

6. Impact on key guiding principles & workforce

6a. Sustainable development principles

Long-term

Impact	The Planning Service is required to deliver sustainable development and apply the principle and officers are key to this through the preparation of planning policy and determination of planning applications.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

Collaboration

Impact	Collaboration, engagement, involvement are essential requirements for delivering a Planning Service including planning policy (LDP) preparation and the determination of planning applications.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

Involvement (including Communication and Engagement)

Impact	Collaboration, engagement, involvement are essential requirements for delivering a Planning Service including planning policy (LDP) preparation and the determination of planning applications.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

Prevention

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service. Taking preventative action is a key part of all planning decisions.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.

Mitigated impact rating	Very poor
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Integration

Impact	The Planning Service is a key mechanism for delivering well-being goals and objectives, through the formulation of planning policy through to decision making on planning applications. Having well-trained and skilled staff is essential for this.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

6b. Impact on the workforce

Impact	<p>The reduction in reduction in the training budget will:</p> <ul style="list-style-type: none"> • Restrict the ability to train and develop staff across the Planning Service. • Would limit the ability to “grow our own” staff and to retain staff – this has been a key source of appointments within the service in recent years. • Would potentially transfer some costs for training and career development directly onto staff. • Would restrict career progression of staff and stunt the development of staff skills and learning. • Would make alternative employment / employers more attractive in comparison. • Deterrent to the recruitment of applicants – the Planning Service already struggles to recruit. • Less qualified and reduced number of professional staff within the service which would impact on the quality of service provided with further risks to the authority including additional costs (e.g. appeals, awards of cost, etc). • Could result in inconsistency across the Authority in terms of the support provided to staff for training.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

6c. Impact on payroll

Impact	None
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6d. Welsh language impact on staff

Impact	None
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6e. Impact on apprenticeships

Impact	The reduction in the Planning Service's training budget would restrict the ability to train, upskill and develop staff across the Planning Service.
Impact rating	Very poor
Mitigation	With a reduced budget, mitigation options are limited.
Mitigated impact rating	Very poor

6f. Evidence

The Planning Service has struggled to recruit in recent years and, as part of its Workforce Plan, has sought to grow and develop staff within the Service as one solution. It has done this successfully as evidenced by the number of staff / officers that work for the Service having received training and development support.

7. Likelihood and risks

Risk 1

Description	Restrict the ability to effectively train and develop staff across the Planning Service, impacting upon the delivery of an effective Service.				
Likelihood score	5	Impact score	3	Risk rating	15.0
Mitigation	With a reduced budget, mitigation options are limited.				
Residual likelihood score	5	Residual impact score	3	Residual risk rating	15.0

8. Overall summary and judgement

Outline assessment

The reduction in the Planning Service budget for staff training and development by £5,400, has the potential to create disruption across the Planning Service and would be counter-productive to service provision. It will restrict the ability to train and develop staff across the Planning Service and deny the ability to “grow our own” staff which has been a key source of appointments within the service in recent years.

Cabinet reference	
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9. Additional evidence

10. Ongoing monitoring arrangements and governance

Monitoring arrangements

Monitoring the direct impact on staff will take place through staff appraisals, staff performance, staff exit interviews and workforce planning.

Review date	31/10/2023
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Impact Assessment

Planning Service – Budget line reductions (other services)



12/01/2023

Reference: 7465-4505-6800-0013

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

Author name	Peter Morris , Professional Lead - Planning
Head of service	Gwilym Davies, Head of Property, Planning and Public Protection
Portfolio holder	James Gibson-Watt, portfolio holder for Leader and Cabinet Member for an Open and Transparent Powys
Proposal title	Planning Service – Budget line reductions (other services)
Description of proposal	Reduce the Planning Service budget lines (Other services, books and publications).

2. Savings and Consultation requirements

Profile of savings delivery

2022-23	2023-24	2024-25	2025-26	2026-27	2027+	Total savings
£0	£9,400	£0	£0	£0	£0	£9,400

Further information

Budget line reductions for the Planning Service (other services, books and publications)

Consultation requirements

Consultation required?	No
Justification	Staff not directly affected by saving proposal.

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

3a. Impact on other service areas

- Property Planning and Public Protection

3b. Impact on geographical locations

Individual localities:

- Machynlleth Locality
- Llanfyllin Locality
- Llanfair Caereinion Locality
- Welshpool and Montgomery Locality
- Newtown Locality
- Llanidloes Locality
- Knighton and Presteigne Locality
- Llandrindod and Rhayader Locality
- Builth and Llanwrtyd Locality
- Brecon Locality
- Ystradgynlais Locality
- Hay and Talgarth Locality

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	The proposal is a budget line reduction.

4. Impact on Vision 2025

4a. The economy

Impact	None
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4b. Health and care

Impact	None
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4c. Learning and skills

Impact

None

4d. Residents and communities

Impact

None

4e. Evidence

Proposal is a budget line reduction.

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
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Promoting Welsh

Impact	None
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Sports, Art & Recreation

Impact	None
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5g. A more equal Wales

Age

Impact	None
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Disability

Impact	None
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Gender Reassignment

Impact	None
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Marriage or Civil Partnership

Impact	None
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Race

Impact	None
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Religion or Belief

Impact	None
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Sex

Impact	None
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Sexual Orientation

Impact	None
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Pregnancy and Maternity

Impact	None
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Socio-economic Duty

Impact	None
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5h. Evidence

The proposal is a budget line reduction.

6. Impact on key guiding principles & workforce

6a. Sustainable development principles

Long-term

Impact	None
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Collaboration

Impact	None
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Involvement (including Communication and Engagement)

Impact	None
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Prevention

Impact	None
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Integration

Impact	None
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6b. Impact on the workforce

Impact	Negative impact to staff learning and development within the Planning Service, particularly when combined with proposed reductions to the Service's training budget. The ability to secure external advice (counsel) and sources of information will be diminished.
Impact rating	Poor
Mitigation	Increased sharing of learning and development within the Service area.
Mitigated impact rating	Poor

6c. Impact on payroll

Impact	None
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6d. Welsh language impact on staff

Impact	None
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6e. Impact on apprenticeships

Impact	None
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6f. Evidence

Proposal is a budget line reduction.

7. Likelihood and risks

Risk 1

Description	Planning Service budget is exceeded.				
Likelihood score	3	Impact score	3	Risk rating	9.0

Mitigation	Secure external funding via Planning Performance Agreements where possible.				
Residual likelihood score	3	Residual impact score	3	Residual risk rating	9.0

8. Overall summary and judgement

Outline assessment

Planning Service – budget line reductions other services, books and publications. Potential saving is marginal and increases risk and likelihood that the Planning Service budget is exceeded. Alternative solutions for staff training, learning and development will need to be found.

Cabinet reference	
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9. Additional evidence

10. Ongoing monitoring arrangements and governance

Monitoring arrangements

The service areas budget will continue to be closely monitored by those responsible for service budgets.

Review date	30/09/2023
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Impact Assessment

Planning Service - Staff Travel Budget Reduction



09/01/2023

Reference: 6385-6916-7025-1922

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

Author name	Peter Morris , Professional Lead - Planning
Head of service	Gwilym Davies, Head of Property, Planning and Public Protection
Portfolio holder	James Gibson-Watt, portfolio holder for Leader and Cabinet Member for an Open and Transparent Powys
Proposal title	Planning Service - Staff Travel Budget Reduction
Description of proposal	Reduce the Planning Service budget for staff travel by £5000.

2. Savings and Consultation requirements

Profile of savings delivery

2022-23	2023-24	2024-25	2025-26	2026-27	2027+	Total savings
£0	£5,000	£0	£0	£0	£0	£5,000

Further information

Staff travel budget savings.

Consultation requirements

Consultation required?	No
Justification	Budget line reduction for staff travel.

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

3a. Impact on other service areas

- Property Planning and Public Protection

3b. Impact on geographical locations

Individual localities:

- Machynlleth Locality
- Llanfyllin Locality
- Llanfair Caereinion Locality
- Welshpool and Montgomery Locality
- Newtown Locality
- Llanidloes Locality
- Knighton and Presteigne Locality
- Llandrindod and Rhayader Locality
- Builth and Llanwrtyd Locality
- Brecon Locality
- Ystradgynlais Locality
- Hay and Talgarth Locality

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
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4b. Health and care

Impact	None
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4c. Learning and skills

Impact	None
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4d. Residents and communities

Impact	None
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4e. Evidence

Budget projection shows potential marginal saving.

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

5a. A prosperous Wales

Impact	None
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5b. A resilient Wales

Impact	None
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5c. A healthier Wales

Impact	None
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5d. A Wales of cohesive communities

Impact	None
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5e. A globally responsible Wales

Impact	None
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5f. A Wales of vibrant culture and thriving Welsh language

Using Welsh

Impact	None
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Promoting Welsh

Impact	None
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Sports, Art & Recreation

Impact	None
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5g. A more equal Wales

Age

Impact	None
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Disability

Impact	None
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Gender Reassignment

Impact	None
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Marriage or Civil Partnership

Impact	None
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Race

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

Religion or Belief

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

Sex

Impact	None
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Sexual Orientation

Impact	None
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Pregnancy and Maternity

Impact	None
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Socio-economic Duty

Impact	None
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5h. Evidence

Estimated budget line reduction based on likely projected spend for 2022/23.

6. Impact on key guiding principles & workforce

6a. Sustainable development principles

Long-term

Impact	None
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Collaboration

Impact	None
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Involvement (including Communication and Engagement)

Impact	None
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Prevention

Impact	None
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Integration

Impact	None
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6b. Impact on the workforce

Impact	Reducing the staff travel budget may lead to some amended working practices by staff e.g. virtual site visits.
Impact rating	Neutral
Mitigation	Discuss working practices and learned experiences at staff meetings.
Mitigated impact rating	Neutral

6c. Impact on payroll

Impact	None
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6d. Welsh language impact on staff

Impact	None
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6e. Impact on apprenticeships

Impact	None
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6f. Evidence

The proposal is a budget line saving based on projected likely spend in 2022/23.

7. Likelihood and risks

Risk 1

Description	Risk that travel budget is exceeded .				
Likelihood score	4	Impact score	2	Risk rating	8.0
Mitigation	Budget forecasting of projected spend. Discuss and agree priorities and working practices with staff to manage spend within budget.				

Residual likelihood score	3	Residual impact score	2	Residual risk rating	6.0
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8. Overall summary and judgement

Outline assessment

Based on current expenditure trends, it is considered that the risk of this savings proposal is low. This will have to be closely monitored as improved staff retention may impact on recent travel trends.

Cabinet reference	
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9. Additional evidence

10. Ongoing monitoring arrangements and governance

Monitoring arrangements

Budget forecasting and monitoring will be required in order to manage the budget.

Review date	31/10/2023
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