

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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	Environmental Protection	Head of Service	Ken Yorston	Strategic Director	Nigel Brinn	Portfolio Holder	Cllr James Evans
Proposal	Increase burial fees by 20%						
Outline Summary / Description of Proposal							
<p><i>The Service is responsible for managing a portfolio of 19 cemeteries. This involves arranging burials and maintaining the cemeteries themselves. In 2016 the contracts for grave digging and grass cutting were outsourced to a private company namely Greenfingers. However due to the quality of the work undertaken by the company, grave digging was brought back in house but at an additional cost of approximately £80k. The contract for grass cutting has been extended for 18/19 but at an additional cost of £80k. This represents an additional budget pressure of £160k for 18/19.</i></p> <p><i>By raising cemetery fees by 20% it is estimated that an additional income of £64k will be realised.</i></p> <p><i>It should be noted that the cemetery fees were increased by 67% in January 2016 and by a further 10% in April 2018. The current cost of a new double grave excluding the erection of a headstone is £1895.45. By increasing the fees by a further 20% would increase this cost to £2274.09</i></p> <p><i>The adverse impact of such an increase would be complaints from members of the public and funeral directors and monumental masons regarding the additional cost of burials. It may also result in less burials taking place with bereaved families choosing other burial grounds.</i></p> <p><i>The service also deals with public health burials where families of the deceased can't or won't arrange the funeral. In these instances the Council must arrange and pay the funeral expenses. Again if cemetery fees are increased significantly, the instances of public health funerals may increase.</i></p>							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
	£64k	£	£	£	£

2. Consultation requirements

PCC: *Impact Assessment Toolkit (Oct 2017)*

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)		Choose an item.

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

Version	Author	Job Title	Date
Version 1	Nia Wyn Hughes	Professional Lead-Environmental Health (Environmental Protection)	1/6/18

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	
N/A	
Service Area informed:	Contact Officer liaised with:
Mitigation	

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		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.

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



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
Residents and Communities We will support our residents and communities	The increase will impact significantly on the overall cost of arranging a burial in one of the Council's cemeteries which may result in some families being unable to meet the funeral costs. This may result in them choosing alternative cemeteries within the communities where cemetery fees are less. This will impact on the income generated by the service. In some cases if families are unable to meet the costs then the number of public health burials where the Council must meet the cost of the funeral will increase putting pressure on existing budgets.	Very Poor	No mitigation possible	Very Poor

Source of Outline Evidence to support judgements

Previous increases in fees resulted in complaints from funeral directors and members of the public

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.	The increase could impact on residents that wished to be buried in their community but are unable to meet the Council’s costs.	Very Poor	No mitigation possible	Very 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 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		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	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>	N/A	Neutral		Choose an item.
<i>Disability</i>	N/A	Neutral		Choose an item.
<i>Gender reassignment</i>	N/A	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	N/A	Neutral		Choose an item.
<i>Race</i>	N/A	Neutral		Choose an item.
<i>Religion or belief</i>	N/A	Neutral		Choose an item.
<i>Sex</i>	N/A	Neutral		Choose an item.
<i>Sexual Orientation</i>	N/A	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	N/A	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?	<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.	N/A	Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	N/A	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The increase will impact significantly on the overall cost of arranging a burial in one of the Council's cemeteries which may result in some families being unable to meet the funeral costs. This may result in them choosing alternative cemeteries within the communities where cemetery fees are less. This will impact on the income generated by the service. In some cases if families are unable to meet the costs then the number of public health burials where the Council must meet the cost of the funeral will increase putting pressure on existing budgets.	Very Poor	No mitigation possible	Very Poor
Prevention: Understanding the root causes of issues to prevent them from occurring.	N/A	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
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		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	The increase will impact most on low income families	Very Poor	No mitigation possible	Very Poor
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	N/A	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.	N/A	Neutral		Choose an item.
Impact on Powys County Council Workforce	N/A	Neutral		Choose an item.
Source of Outline Evidence to support judgements				

8. Achievability of proposal?

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

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?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
The increase will impact significantly on the overall cost of arranging a burial in one of the Council's cemeteries which may result in some families being unable to meet the funeral costs. This may result in them choosing alternative cemeteries within the communities where cemetery fees are less. This will impact on the income generated by the service. In some cases if families are unable to meet the costs then the number of public health burials where the Council must meet the cost of the funeral will increase putting pressure on existing budgets.	High	None	High
	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
	√		

10. Indicative timetable for actions to deliver change proposal, if approved

Action	Target Date	Outcome	Decisions made
Reduce the budget by £64k	1 st April 2019		
Portfolio Holder decision required	Yes	Date required	
Cabinet decision required	Yes	Date required	
Council decision required	Choose an item.	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

12. Overall Summary and Judgement of this Impact Assessment?

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

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

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

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Review the number of burials and public health burials
Please state when this Impact Assessment will be reviewed.
March 2020

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Nia Wyn Hughes		15/6/18
Head of Service:	Ken Yorston		
Strategic Director:	Nigel Brinn		
Portfolio Holder:	Cllr James Evans		

16. Governance

Decision to be made by	Choose an item.	Date required	
-------------------------------	-----------------	----------------------	--

FORM ENDS