

# 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.**

|  |                               |                        |             |                 |             |                         |                  |
|--|-------------------------------|------------------------|-------------|-----------------|-------------|-------------------------|------------------|
| <b>Service Area</b>  | Strategic Property            | <b>Head of Service</b> | Ken Yorston | <b>Director</b> | Nigel Brinn | <b>Portfolio Holder</b> | Cllr Phyl Davies |
| <b>Proposal</b>  | CIPFA Valuations re-tendering |                        |             |                 |             |                         |                  |
| <b>Outline Summary / Description of Proposal</b>   |                               |                        |             |                 |             |                         |                  |
| We have been using District Valuation Services (DVS) for these statutory valuations (CIPFA) where we have to value around a third of our corporate estate every year for accounting purposes and have a budget of £80k each year to pay for this work. |                               |                        |             |                 |             |                         |                  |
| In order to make sure that we were obtaining best value for money, we carried out a re-tender exercise. The successful bidder came in less than the current budget and so we think we can reduce the £80k budget by £40k each year.                    |                               |                        |             |                 |             |                         |                  |

### 1. Profile of savings delivery (if applicable)

| 2018-19 | 2019-20    | 2020-21 | 2021-22 | 2022-23 | TOTAL |
|---------|------------|---------|---------|---------|-------|
| £0.00   | £40,000.00 |         |         |         |       |

**NB. These are recurring revenue savings**

### 2. Consultation requirements

| Consultation Requirement                                | Consultation deadline | Feedback considered |
|---|-----------------------|---------------------|
| No consultation required (please provide justification) | N/A                   | No                  |

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

| Version     | Author         | Job Title         | Date     |
|-------------|----------------|-------------------|----------|
| Version 1.0 | Emma Gilchrist | Assistant Valuer  | 04.06.18 |
| Version 1.2 | Natasha Morgan | Professional Lead | 08.06.18 |
|             |                |                   |          |

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### 4. Impact on Other Service Areas

|  |     |                                      |     |
|--|-----|--------------------------------------|-----|
| <b>Does the proposal have potential to impact on another service area? (Including implication for Health &amp; Safety and Corporate Parenting)</b> |     |                                      |     |
| <b>PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY</b>  |     |                                      |     |
| There is no impact on any internal service area  |     |                                      |     |
| <b>Service Area informed:</b>  | N/A | <b>Contact Officer liaised with:</b> | N/A |
| <b>Mitigation</b>  |     |                                      |     |
| N/A  |     |                                      |     |

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

| <b>Council Priority</b>   | <b>How does the proposal impact on this priority?</b>        | <b>IMPACT</b><br>Please select from drop down box below | <b>What will be done to better contribute to positive or mitigate any negative impacts?</b> | <b>IMPACT AFTER MITIGATION</b><br>Please select from drop down box below |
|---|--|---|---|--|
| <b>The Economy</b><br>We will develop a vibrant economy                                       | No impact – previous and current contractors not Powys-based | Neutral   | N/A   | Neutral  |
| <b>Health and Care</b><br>We will lead the way in effective, integrated rural health and care | No impact  | Neutral   | N/A   | Neutral  |
| <b>Learning and skills</b><br>We will strengthen learning and skills                          | No impact  | Neutral   | N/A   | Neutral  |
| <b>Residents and Communities</b><br>We will support our residents and communities             | No impact  | Neutral   | N/A   | Neutral  |

| Source of Outline Evidence to support judgements |
|--|
| Contracted service has not changed, only the     |

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<br>Please select from drop down box below | What will be done to better contribute to positive or mitigate any negative impacts? | IMPACT AFTER MITIGATION<br>Please select from drop down box below |
|---|--|--|--|---|
| <b>A prosperous Wales:</b><br>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   |
| <b>A resilient Wales:</b><br>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   |
| <b>A healthier Wales:</b><br>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.   |  | Neutral  |  | Neutral   |
| <b>A Wales of cohesive communities:</b><br>Attractive, viable, safe and well-connected Communities.   |  | Neutral  |  | Neutral   |

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| Well-being Goal   | How does proposal contribute to this goal? | <b>IMPACT</b><br>Please select from drop down box below | What will be done to better contribute to positive or mitigate any negative impacts? | <b>IMPACT AFTER MITIGATION</b><br>Please select from drop down box below |
|---|--|---|--|--|
| <b>A globally responsible Wales:</b><br>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. |  | Neutral   |  | Neutral  |
| <b>A Wales of vibrant culture and thriving Welsh language:</b> 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   |  | Neutral  |
| <i>Opportunities to promote the Welsh language</i>  |  | Neutral   |  | Neutral  |
| <i>Welsh Language impact on staff</i>   |  | Neutral   |  | Neutral  |
| <i>People are encouraged to do sport, art and recreation.</i>   |  | Neutral   |  | Neutral  |
| <b>A more equal Wales:</b> 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   |  | Neutral  |
| <i>Disability</i>   |  | Neutral   |  | Neutral  |
| <i>Gender reassignment</i>  |  | Neutral   |  | Neutral  |
| <i>Marriage or civil partnership</i>  |  | Neutral   |  | Neutral  |
| <i>Race</i>   |  | Neutral   |  | Neutral  |
| <i>Religion or belief</i>   |  | Neutral   |  | Neutral  |
| <i>Sex</i>  |  | Neutral   |  | Neutral  |
| <i>Sexual Orientation</i>   |  | Neutral   |  | Neutral  |
| <i>Pregnancy and Maternity</i>  |  | 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?   | <b>IMPACT</b><br>Please select from drop down box below | What will be done to better contribute to positive or mitigate any negative impacts? | <b>IMPACT AFTER MITIGATION</b><br>Please select from drop down box below |
|--|---|---|--|--|
| <b>Sustainable Development Principle (5 ways of working)</b>   |   |   |  |  |
| <b>Long Term:</b> Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.                   | Saving money through re-tendering to procure the same service for a reduced cost to the authority, enabling savings targets to be met | Good  |  | Neutral  |
| <b>Collaboration:</b> Working with others in a collaborative way to find shared sustainable solutions.   |   | Neutral   |  | Neutral  |
| <b>Involvement (including Communication and Engagement):</b> Involving a diversity of the population in the decisions that affect them.              |   | Neutral   |  | Neutral  |
| <b>Prevention:</b> Understanding the root causes of issues to prevent them from occurring.   |   | Neutral   |  | Neutral  |
| <b>Integration:</b> Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives. |   | Neutral   |  | Neutral  |
| <b>Preventing Poverty:</b><br>Prevention, including helping people into work and mitigating the impact of poverty.                                   |   | Neutral   |  | Neutral  |

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| Principle   | How does the proposal impact on this principle? | <b>IMPACT</b><br>Please select from drop down box below | What will be done to better contribute to positive or mitigate any negative impacts? | <b>IMPACT AFTER MITIGATION</b><br>Please select from drop down box below |
|---|---|---|--|--|
| <b>Unpaid Carers:</b><br>Ensuring that unpaid carers views are sought and taken into account  |   | Neutral   |  | Neutral  |
| <b>Safeguarding:</b><br>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  |
| <b>Impact on Powys County Council Workforce</b>   |   | Neutral   |  | Neutral  |
| <b>Source of Outline Evidence to support judgements</b>   |   |   |  |  |
|   |   |   |  |  |

8. Achievability of proposal?

| Impact on Service / Council   | Risk to delivery of the proposal | Inherent Risk |
|---|----------------------------------|---------------|
| Low   | Low                              | Low           |
| <b>Mitigation</b>   |                                  |               |
| A thorough procurement exercise was undertaken to fully evaluate the tenders received and ensure the chosen provider is fully competent and has the required resources to fulfil the contract |                                  |               |

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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 |
|---|----------------------|---|----------------------|
| Failure of selected contractor to deliver service                       | Low                  | Thorough procurement exercise and contract monitoring | Low                  |
| Relationship with experienced previous 3 <sup>rd</sup> party contractor | Low                  | Fair and transparent procurement exercise             | Low                  |
|   | Choose an item.      |   | Choose an item.      |
| <b>Overall judgement (to be included in project risk register)</b>      |                      |   |                      |
| 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 |
|---|-----------------|----------------------|----------------|
| N/A                                       |                 |                      |                |
|   |                 |                      |                |
|   |                 |                      |                |
| <b>Portfolio Holder decision required</b> | Choose an item. | <b>Date required</b> |                |
| <b>Cabinet decision required</b>          | Choose an item. | <b>Date required</b> |                |
| <b>Council decision required</b>          | Choose an item. | <b>Date required</b> |                |

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: |
|---|---------------------------|
| <p>There is no impact on Powys residents or Council service areas, as the contract was to provide the same level and terms of service delivery. Regarding cost there was internal resource required to conduct the re-tendering exercise but no out of pocket expense to the Council.</p> |                           |

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

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

None

14. On-going monitoring arrangements?

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

The contract will be monitored throughout by Strategic Property officers

**Please state when this Impact Assessment will be reviewed.**

At point of next re-tendering, 2023

15. Sign Off

| Position                | Name             | Signature | Date |
|-------------------------|------------------|-----------|------|
| Impact Assessment Lead: | Natasha Morgan   |           |      |
| Head of Service:        | Ken Yorston      |           |      |
| Director:               | Nigel Brinn      |           |      |
| Portfolio Holder:       | CLlr Phyl Davies |           |      |

16. Governance

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

# FORM ENDS