

Low Risk SIIAs

- 009 – Workshops / Industrial Units (Regeneration, Property & Commissioning)
- 020 – Trade Waste (Highways, Transport & Recycling)
- 021 - Parking (Highways, Transport & Recycling)
- 022 – Enforcement (Highways, Transport & Recycling)
- 025 – Fleet / Transport (Highways, Transport & Recycling)
- 026 – Increased Design team fee recovery (Highways, Transport & Recycling)
- 027 – Round Review (Highways, Transport & Recycling)
- 029 – Highway Service reductions (Highways, Transport & Recycling)
- 031 – Logistics Review (Highways, Transport & Recycling)
- 032 – Waste Service reduction (Highways, Transport & Recycling)
- 035 – Countryside & Outdoor Recreation (Leisure & Recreation)
- 037a – Cleaning: Devolvement of school based staff to schools (Leisure & Recreation)
- 037b – Cleaning: Expansion of external contracts (Leisure & Recreation)
- 041 – Reduce funding support for Theatre provision (Leisure & Recreation)
- 043 – Museums (Leisure & Recreation)
- 048 – Decommissioning of EMS (Schools Service)
- 049a – Small school closures (Whitton) (Schools Service)
- 052 – Reduction of centrally retained schools repairs and maintenance budget (Schools Service)
- 055a – Establish an internal supply insurance pool (Schools Service)
- 056 – Implement a change to appointment and payment of school supply and agency staff (Schools Service)
- 062 – Travel Expenses (Children’s Services)
- 063 – Introduce charges for training provision (Children’s Services)
- 066 – Regional Adoption Service (Children’s Services)
- 070 – Remove support posts x 4 (Children’s Services)
- 076 – Restructure legal team (Legal)
- 077 – Miscellaneous savings (Legal)
- 078 – Increase legal fees (Legal)
- 079-080 – Misc. savings & Explore increasing recharge costs (Legal)
- 081 – Introduce a charge of £20 for each individual register (Legal)

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- 082 – Introduce charging £20 for credit confirmation (Legal)
- 083 – Recover full cost of clerical costs running town and Community Council elections (Legal)
- 084 – Additional annual income identified by PWC (Legal)
- 085 – Additional annual income not identified by PWC (Legal)
- 086 – Increase postage & admin fee (Legal)
- 087 – Restrict statutory weddings (Legal)
- 088 – Increase a full cost recovery Wedding fee (Legal)
- 089 – Increase fee for using the Chambers for weddings (Legal)
- 090 – Introduce fees for weddings in larger decommissioned rooms (Legal)
- 091 – Eradicate losses for providing services in outlying registrars' offices (Legal)
- 092 – Misc. savings from various budget lines (Legal)
- 093 – Reduce catering budget (Legal)
- 095 – Reduce travel expenses (Legal)
- 096 – Reduce Professional Subscription (Legal)
- 099 – Review of Executive (Chief Executive and Member Services)
- 100 – Reduction in allowance for Council chair and Shire chairs (Chief Executive and Member Services)
- 102 – Removal of Communications staff from Emergency Rota (Chief Executive and Member Services)
- 105 – Reduction in events (Chief Executive and Member Services)
- 106 – Stopping lease car (Chief Executive and Member Services)
- 107e – Income Saving from PWC Review (Income & Awards) (Resources)
- 110&112 – Progression of e-mail correspondence (Resources)
- 113 – Service Re-design (Resources)
- 114 – Staff Vacancies (Resources)
- 117 – Redesign of Internal Audit Service (Resources)
- 118 – Redesign of insurance administration service (Resources)
- 119 – Reduction of Professional Services (Resources)
- 121 & 140 – Replacement telephony (Resources)
- 122 – Web filtering system changes (Resources)
- 123 – Re-commissioning management of ICT stock (Resources)
- 124 – Remove PSBA circuits (Resources)
- 125 – Contract review IG (Resources)

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- 129 – Capital Finance Review (Corporate)
- 130 – Removal of Pensioner Grant (Corporate)
- 131 – Budget Reductions across Central Areas (Corporate)
- 132 – PWC identified income (Waste & Recycling) (Highways, Transport & Recycling)
- 133 – PWC identified income – Brecon Market (Highways, Transport & Recycling)
- 135 – PWC identified income – Display Energy Certificates (Regeneration, Property & Commissioning)
- 136 – PWC identified income – Assets (Regeneration, Property & Commissioning)
- 137 – PWC identified income – Trade DBS (Resources)
- 138 – PWC identified income – Pass on DBS charges to Schools (Resources)
- 139 – PWC Income – Training (Resources)
- 141 – PWC identified income – Advertising and Sponsorship (Corporate)
- 142 – PWC identified income – Official searches (Chief Executive and Member Services)
- 143 – PWC identified income – Cashless system (Resources)
- 144 – PWC identified income – Schools Income (Schools)

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Service Area	Regeneration, Property & Commissioning	Head of Service	Sue Bolter	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	009 – Workshops/industrial units				
Outline Summary					
Workshops/industrial units - Review of the workshop portfolios being undertaken with the aim to run the workshops as a commercial portfolio and produce an income for the Authority. The review of workshop sites, budgets, charges, rents and building condition will begin now to modernise the way the portfolio operates. The lease agreements in place vary and changes cannot be implemented immediately across the county. The workshop budget is currently in a deficit position and initial changes will only assist in bringing the budget back to a balanced position, however, within three years a surplus is estimated. A prudent estimate of £35k is included for 16/17 but further work during 2015/16 will review this.					
A cabinet decision to implement this was made previously, and this ongoing work will realise further savings in 2016/17.					

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

Version	Author	Job Title	Date
1	Richard Williams	Valuer	10 th December 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	Rents have been raised in line with market rates	N			
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Work has been undertaken to turn around the workshops portfolio which was previously making a loss. This has resulted in a small surplus which will contribute to the Council's reduced funding.	F			

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3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	The review being undertaken aims to run the workshops as a commercial portfolio and produce an income for the Authority. The review of workshop sites, budgets, charges, rents and building condition will begin now to modernise the way the portfolio operates.	F		Cabinet Report	
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Having a vibrant workshop estate contributes particularly to start-ups.	F		Cabinet Report	
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English</i>	n/a				

<i>language</i>					
<i>Opportunities to promote the Welsh language</i>	n/a				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				
<i>Marriage or civil partnership</i>	n/a				
<i>Race</i>	n/a				
<i>Religion or belief</i>	n/a				
<i>Sex</i>	n/a				
<i>Sexual Orientation</i>	n/a				
<i>Pregnancy and Maternity</i>	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The review being undertaken aims to run the workshops as a commercial portfolio and produce an income for the Authority. The review of workshop sites, budgets, charges, rents and building condition will begin now to modernise the way the portfolio operates.	F		Cabinet Report	
Collaboration: <i>Working together with other partners to deliver.</i>	n/a				
Involvement: <i>Involving those with an interest and seeking their views.</i>	n/a				

Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Failure to achieve the desired income levels	Low	Low	Low
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
A cabinet decision to implement this was made previously, and this ongoing work will realise further savings in 2016/17.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Forecasting budgets and monitoring rental income.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Richard Williams		
Head of Service:	Sue Bolter		
Strategic Director:	Paul Griffiths		
Portfolio Holder:			

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Budget Saving	009 – Workshops/industrial units						
Service Area	Regeneration, Property & Commissioning	Head of Service	Sue Bolter	Strategic Director	Paul Griffiths	Portfolio Holder	

1. Cabinet Observations

General Comments
Having a vibrant workshop estate contributes particularly to start-ups.
There is a risk of not receiving the income.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	020 – Trade Waste – Implementation of Trade Waste Strategy				
Outline Summary					
Overview of Waste, Refuse & Recycling service to maximise efficiency of delivery. Implement pricing structure to ensure full cost recovery and increased enforcement of business responsibilities regarding their Trade Waste. Charge all internal customers the same as all traders to ensure responsibility lies with the waste producer.					

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

Version	Author	Job Title	Date
1.1	Ashley Collins	Waste and Recycling Strategy Manager	27/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Ensuring full cost recovery of delivering service and achieving additional income through expanding and promoting the service.	F		Accounts; Benchmarking costs of other trade waste providers.	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

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A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Through diverting trade waste from residual to recycling	F		Recycling levels; Weighbridge Tickets.	
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Through diverting trade waste from residual to recycling	F		Recycling levels; Weighbridge Tickets.	
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>	All promotional materials will be available in Welsh as well as English	F			
<i>Treating the Welsh language no less favourable than the English language</i>	All promotional materials will be available in Welsh as well as English	F			
<i>Opportunities to promote the Welsh language</i>	All promotional materials will be available in Welsh as well as English	F			
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	Increasing sustainability of the service provided	F		Trade Waste Strategy; Reduced costs; Increased recycling levels.	
Collaboration: Working together with other partners to deliver.	Working with voluntary sector / Cae Post	F		Contractual arrangements.	
Involvement: Involving those with an interest and seeking their views.	n/a				
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Loss of customers; 2. Insufficient capacity to provide service.	Low	Low	Low
Does it have potential to impact on another service area?			
All internal customers including Schools, Depots, Offices, Youth Centres			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The implementation of these measures will provide an equitable service across all businesses and organisations, allowing them to maximise the recycling of their waste, resulting in less impact on the environment. By ensuring that Traders fulfil their legal responsibilities regarding their waste, the burden on Council budgets will be reduced.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
Effective publicity to ensure all traders are aware of their responsibilities, and the services available.	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Number of customers, residual waste and recycling, tonnages collected.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Ashley Collins		27/10/15
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Powell		

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	021 – Parking – introduce permit charging on all Council owned parking areas where parking is currently free				
Outline Summary					
Introduce charges into 11 car parks that have been identified as being suitable to introduce control through implementing charging. It is proposed to introduce pay and display machines into the car parks that are mainly used by visitors or a general mix of visitors and residents. Where the primary use is made by local residents it is proposed to create these as residents permit only car parks.					

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

Version	Author	Job Title	Date
1.1	Shaun James	Senior Manager Highways Technical	27/10/15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
Remodelling council services to respond to reduced funding	This proposal will increase income	F		Cabinet Report C153a-2015	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Residents in the community will have to pay for their parking, as well as customers to local business, and the owners of those businesses	P	Charges are in-line with other parking charges throughout the authority.	Cabinet Report C153a-2015	P
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	People on lower incomes will have to pay the same level of parking charges as those people on higher incomes. Although this isn’t considered to disproportionately affect the vulnerable or disadvantaged	N			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>	Formal consultation will follow Powys policy on the use of the Welsh language.	N			
<i>Treating the Welsh language no less favourable than the English language</i>	Formal consultation will follow Powys policy on the use of the Welsh language.	N			
<i>Opportunities to promote the Welsh language</i>	Formal consultation will follow Powys policy on the use of the Welsh language.	N			
<i>People are encouraged to do sport, art and recreation.</i>	n/a				

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A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>	Disabled residents will not be treated differently to any other disabled residents in Powys who already have parking permits or access to Pay & Display.	N			
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Capital investment will be required in maintenance of the car parks	I			
Collaboration: <i>Working together with other partners to deliver.</i>	n/a				
Involvement: <i>Involving those with an interest and seeking their views.</i>	Formal consultation with stakeholders in accordance with legal proceedings	I			
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	Formal consultation with stakeholders in accordance with legal proceedings	I			

Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Failure to achieve savings in the time available	Low	Low	Low
Does it have potential to impact on another service area?			
Other services having to pay for parking on business visits			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Introducing new car parking fees will invariably impact upon the surrounding community and users of the facility, however further consistency of charging for parking across the authority will result.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Income from permits and car parking machines, as well as enforcement penalties.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Shaun James		
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Brunt		

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Budget Saving	021 Parking - Review of car park charges						
Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr John Brunt

1. Cabinet Observations

General Comments
This initiative has already been approved by Cabinet but savings have been identified for 2016/17.
Risk is 'Failure to achieve savings in the time available' – should be low risk.
It is unknown at this time if it will attract the expected amount of income.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
8 th December 2015

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	022 – Enforcement – Allocation of legislative penalties				
Outline Summary					
To effectively enforce where the public do not use waste and recycling services collectively. This will include taking enforcement action against traders non-legitimately using the household service, the illegal depositing of waste (fly tipping) and misuse of the kerbside collection system (e.g. waste put out for collection in incorrect containers or containers not supplied by the Council). Income will be achieved through issuing fixed penalty notices where other awareness measures have not proved effective, as well as reductions in the cost of landfill and other disposal measures.					

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

Version	Author	Job Title	Date
1.1	Ashley Collins	Waste and Recycling Strategy Manager	27/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
Remodelling council services to respond to reduced funding	Additional income and reduced costs.	F		Reduced number of offences; Accounts.	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Reduced landfill and increased level of recycling.	F		Waste tonnage data	
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	Reducing the illegal depositing of waste will have a positive impact on the wellbeing of the community	F		Reduced number of fly tips reported.	
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Reducing the illegal depositing of waste will have a positive impact on the look and feel of the community	F		Reduced number of fly tips reported.	
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Increased recycling	F		Recycling rates	
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>	All awareness and educational material to be provided in both languages where appropriate	F			
<i>Treating the Welsh language no less favourable than the English language</i>	All awareness and educational material to be provided in both languages where appropriate				
<i>Opportunities to promote the Welsh language</i>	All awareness and educational material to be provided in both languages where appropriate				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					

Disability					
Gender reassignment					
Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Ensuring the public are aware of what their responsibilities are in terms of waste and recycling	F		Reduction in offences committed.	
Collaboration: <i>Working together with other partners to deliver.</i>	n/a				
Involvement: <i>Involving those with an interest and seeking their views.</i>	n/a				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	By implementation of enforcement policy, problems should be dealt with at an early stage in order to embed a culture of co-operation	F		Reduction in offences committed.	
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	Increased recycling and decreased impact on communities	F		Reduction in offences committed; Waste tonnage data	
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				

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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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Negative perception from public regarding enforcement of side waste policy	Low	Low	Low
Does it have potential to impact on another service area?			
It would provide a positive impact on collection service and street cleaning			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
The Council has been criticised for not taking effective enforcement for activities including fly tipping in the past.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The implementation would allow an effective enforcement to be carried out as part of a coordinated awareness and enforcement framework. This would not only assist the Council in reaching its statutory targets but would also ensure that all residents and businesses are treated equitably. Furthermore the Council would be able to effectively tackle the problem of illegal dumping in communities, something that is consistently raised by the public as a concern.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
Effective publicity of waste policies	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Reports of fly tipping, and increased recycling.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Ashley Collins		27/10/15
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Clr John Powell		

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	025 – Fleet / Transport – Review of targets				
Outline Summary					
Changes to fleet workshop structure and staffing levels. Currently the fleet repair and maintenance operation is conducted from 6 premises on 5 existing depot sites. In order to focus resource there is a need to reduce the number of premises from which vehicle and mobile plant maintenance operations are conducted. The first stage of this is the proposed closure of the vehicle workshop at Penybont depot which is currently responsible for the maintenance of 25% of the current vehicle fleet. The proposal allows for the workload to be transferred to the larger workshop premises at Brecon and Newtown. This change needs to be seen against a background of a reducing vehicle fleet.					

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

Version	Author	Job Title	Date
1.1	Stephen Offley	Senior Manager Integrated Transport Unit	29/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
Remodelling council services to respond to reduced funding	Implementation will reduce the costs of internal service delivery to the benefit of customer facing services	F		Business Case for Penybont workshop closure	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	The number of redundancies and the removal of an unfilled vacancy is equalled by the number of apprentices within the fleet organisation.	N		Business Case	

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	From a strategic perspective we need to ensure that we preserve our ability to provide an effective maintenance and repair service for goods vehicles over 3.5 tonnes which are subject to operator licensing, because private sector support is fragmented.	I			
Collaboration: <i>Working together with other partners to deliver.</i>	n/a				
Involvement: <i>Involving those with an interest and seeking their views.</i>	At the time of writing, formal consultation is scheduled to start 12 th November 2015, in relation to the closure of Penybont workshops.	F		Business Case and supporting documents	
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	n/a				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	There are a number of vehicles which will need to travel further for scheduled inspection and maintenance	P	Offset the financial benefits of closure against the cost impact on client departments	Business Case	N

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Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Irrespective of the number of workshop premises, the current age profile of the fleet technical workforce is a concern, and therefore it is envisaged that the policy of offering apprenticeships will continue in the foreseeable future.	F			
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
The additional costs identified as arising from workshop closure prove to be higher than expected	Low	Low	Low
Does it have potential to impact on another service area?			
Yes. Primarily HGSS and Waste & Recycling.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
The progressive consolidation of fleet workshop resources is considered to be essential in order to drive cost savings in FY 2016/17 and subsequent years and to maintain an essential internal service in an environment where the ability of the private sector to provide equivalent services at competitive cost may be limited. The first phase of this initiative offers modest cost reductions whilst presenting no impact on the community.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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8. Mitigating Actions

Action	Residual Risk
Offset the financial benefits of closure against the cost impact on client departments	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Engagement with stakeholders and in particular, regular liaison with client departmental managers.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Stephen Offley		29/10/15
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Brunt		

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Budget Saving	025 Fleet-Transport - Review of targets						
Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr John Brunt

1. Cabinet Observations

General Comments
<p>Consultation is currently underway. There is a fixed plan to close the Vehicle Maintenance facility at Penybont and move work to the workshops in either the North or South of the county. Staff are being consulted with and there will be a reduction in workforce, mostly via voluntary redundancy.</p> <p>This should be a low risk.</p> <p>Capital budget is required to support this revenue saving, and this will be made available.</p>

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
8 th December 2015

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	026 – Increased Design team fee recovery				
Outline Summary					
Increase income through reducing overhead costs, introducing more efficient ways of working and maximising fixed fees.					

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

Version	Author	Job Title	Date
1.1	Shaun James	Senior Manager Highways Technical	27/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>					

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.					
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Not achieving the required level of income, through impacts from reduced internal and external funding.	Low	Low	Low
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

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

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Shaun James		27/10/2015
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Brunt		

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	027 – Round Review (Domestic Waste)				
Outline Summary					
Undertake a route optimisation to review the rounds for the collection of domestic waste and recycling. Residents will still receive their waste and recycling collections, but routes will be optimised to provide an efficient service.					

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

Version	Author	Job Title	Date
1.1	Ian Harris	Waste & Recycling Manager	27/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Route optimisation will reduce unnecessary travelling costs and provide a more efficient service	G		Benchmarking with other authorities	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

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A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Route optimisation will reduce the Council's carbon footprint by reducing the number of miles travelled and possibly the number of vehicles	F		Benchmarking with other authorities	
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Working with Tidy Towns and Keep Wales Tidy to provide voluntary litter picking service	F		WG Case Study	
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Route optimisation will reduce the Council's carbon footprint by reducing the number of miles travelled and possibly the number of vehicles	F		Benchmarking with other authorities	
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a – the same service will be provided to residents				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	Unknown at present.	I			
Collaboration: Working together with other partners to deliver.	Working with Tidy Towns and Keep Wales Tidy to provide voluntary litter picking service.	F		WG Case Study	
Involvement: Involving those with an interest and seeking their views.	Benchmarking with neighbouring authorities, and working with WRAP, to identify an optimal solution.	F		Benchmarking with other authorities	
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	Route optimisation will reduce the Council's carbon footprint by reducing the number of miles travelled and possibly the number of vehicles	F		Benchmarking with other authorities	
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				

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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Not being able to collect all waste within allocated time on the set route; 2. Capacity of current vehicles to collect the waste; 3. Public misinterpret their waste collection day	Low	High	Medium
Does it have potential to impact on another service area?			
Trade Waste collection			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
No impact on customer in terms of service provision, only changes will be a possible change to the day of collection.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
		X	

8. Mitigating Actions

Action	Residual Risk
Communication to public where there is a change in collection day	
Keep trade customers informed	
Keeping Community Council and Local Councillors informed of the changes	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Complaints register, correspondence system.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Ian Harris		
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Brunt		

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	029 – Highway service reductions – prioritisation of essential works				
Outline Summary					
Service reductions which will mean in theory that only the prioritised essential works which fall within the reduced budget will be delivered. This will be offset by improvements in working practices and technology. Essential works are defined as reactive safety repairs, and those required to maintain the integrity of the carriageways and drainage systems.					

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

Version	Author	Job Title	Date
1.1	Adrian Jervis	Senior Manager Highways Operations	30/10/15

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	By prioritising the essential works, we will essentially be reducing what is viewed as non-essential works, e.g. grass cutting, street cleansing	F		Assessment and prioritisation system in place	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Amenity Services Community Delivery model opportunities	F		Community Delivery Project documentation	

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Through Community Delivery there are opportunities for communities to take an increased role in delivery of immediate services to protect the attractiveness and viability of their community	F		Community Delivery Project documentation	
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				

Age					
Disability					
Gender reassignment					
Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Maintaining the highways infrastructure relies on investment at critical timings if the whole life is to be achieved. Even though this is a small reduction in maintenance budget, it will have some impact on the lifespan of the road. This means demand will be increased for spend on essential safety works.	P	Highways Asset Management Plan (HAMP) sets out long and short term maintenance guidelines. The negative impact of reduced budgets will be offset to some degree by improved, more efficient methods of work.	HAMP	P
Collaboration: <i>Working together with other partners to deliver.</i>	Through Community Delivery there are opportunities for communities to take an increased role in delivery of immediate services. Amenity contract arrangements being reviewed in effort to meet reducing budget and sustaining services.	F		Community Delivery Project documentation; Tender documentation; Contracts.	
Involvement: <i>Involving those with an interest and seeking their views.</i>	Town and Community Councils are consulted with as part of the Community Delivery Project. Keeping Local Members informed via Local Member Forums.	F		Community Delivery Project documentation; Local Member Forums.	

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Prevention: Putting resources into preventing problems occurring or getting worse.	Through Community Delivery there are opportunities for communities to take an increased role in delivery of immediate services. Amenity contract arrangements being reviewed in effort to meet reducing budget and sustaining services.	F		Community Delivery Project documentation; Tender documentation; Contracts.	
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	Protecting essential services by involving communities which should have a positive impact and provide positive opportunity for the economy and local environment.	F		Community Delivery Project documentation.	
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Continued reduction of the budget causes increasing pressure for prioritisation of essential works and there is a risk that these works will be impacted on	Low	Low	Low
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Continued reduction of the budget causes increasing pressure for prioritisation of essential works, meaning that safety repairs could be delayed. Non-statutory services will be further reduced if such things as community delivery opportunities aren't taken up.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
Community Delivery project	Low
Improved working methods	Low
Reviewing contract arrangements	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Community feedback, routine safety inspections.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Adrian Jervis		30/10/15
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Brunt		

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	031 – Logistics Review				
Outline Summary					
To analyse, plan and establish efficient routing of waste collection vehicles across Powys. Implementation of a Route Optimisation System is required to maximize efficiencies as Powys CC re-evaluates the domestic and trade waste collection rounds to provide current services with reduced funding.					

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

Version	Author	Job Title	Date
1.1	Tony Price	Project Officer	28/10/15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Will optimise potential savings in the collection of our residential residual waste and trade waste	F	Further routes can be optimised including recycling, gritting, grounds maintenance, jetting and gully cleansing	Business Case	G

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

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A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	The proposal will realise a reduction in the number of miles travelled, therefore reducing carbon emissions and nitrogen dioxide emissions	F		Business Case	
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	The proposal will realise a reduction in the number of miles travelled, therefore reducing carbon emissions and nitrogen dioxide emissions	F		Business Case	
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	Unknown	I			
Collaboration: Working together with other partners to deliver.	Working with third party providers / suppliers to provide a solution	F		Business Case	
Involvement: Involving those with an interest and seeking their views.	Meetings held with appropriate sections within Waste Services to identify their needs and provide a solution to meet business processes	F		Business Case	
Prevention: Putting resources into preventing problems occurring or getting worse.	Implementing a solution to keep the same level of service but at a reduced cost	F		Business Case	
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	The proposal will realise a reduction in the number of miles travelled, therefore reducing carbon emissions and nitrogen dioxide emissions	F		Business Case	
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				

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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Route optimisation doesn't achieve the required savings	Low	High	Medium
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
The Chartered Institution of Waste Management report - Delivering Waste Efficiencies in the North East Report, and APSE State of the Market Survey 2012 - Local Authority Refuse Services.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
The service will work with partners to identify and implement a solution which will increase efficiencies by reducing the number of miles travelled and possibly the number of vehicles required. This will in turn reduce our running costs by enabling us to use the appropriate size vehicle for the route and reduce fuel costs, as well as positively impacting on the reduction of carbon emissions and nitrogen dioxide emissions.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

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

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Tony Price		28/10/15
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Brunt		

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	032 – Waste Service reduction – Review of existing waste contracts				
Outline Summary					
Review and renegotiation of existing waste and recycling contracts to maximise operational efficiencies and income from the sale of recyclates.					

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

Version	Author	Job Title	Date
1.1	Ashley Collins	Waste and Recycling Strategy Manager	28/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Renegotiate to realise efficiencies and maximise income	F		Contract spend; Income receipts	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Local contractors will be required to operate more efficiently	P		Contract spend; Income receipts	
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Maximising efficiencies of contracts in the short-term to define the way forward for longer term	F		Contract spend; Income receipts	
Collaboration: <i>Working together with other partners to deliver.</i>	Working with third party contractor to deliver savings	F		Contract spend; Income receipts	
Involvement: <i>Involving those with an interest and seeking their views.</i>	n/a				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	Maximising efficiencies of contracts in the short-term to define the way forward for longer term	F		Contract spend; Income receipts	
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Market volatility in recyclate value; 2. Interdependencies between contracts affecting contractual relationship which influences the negotiation process.	Low	Medium	Low
Does it have potential to impact on another service area?			
n/a			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Successful re-negotiation of contractual arrangements should realise savings, although this could be adversely affected by the markets for recyclable materials.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
Maintaining dialogue with contractors to achieve mutually beneficial outcomes	Medium

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Contract spend and monitoring

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Ashley Collins		28/10/15
Head of Service:	Nigel Brinn		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr John Powell		

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Service Area	Concurrent Functions	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	035 – Countryside & Outdoor Recreation				
Outline Summary					
Move to statutory minimum role in the provision of Rights of Way and Countryside Access. Withdraw from outdoor recreation and play provision. Where transfer is not possible dispose of asset or seek full cost recovery.					

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

Version	Author	Job Title	Date
V1	SM	Leisure & recreation Services Manager	16-10-2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	How are you going to do things differently?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					

<p>Developing the economy</p>	<p>Reduced use of local contractors and through reduced contracting of the in-house LE service.</p>	<p>U</p>	<p>Redesign of how and where seasonal maintenance is procured. Use of lowest tender and quote to procure locally delivered works. Minimum specification and use of novel approach to limiting cost, e.g. hay meadows. Clubs, societies and Local Councils are, and have been, taking on management of public open spaces with negotiations ongoing.</p> <p>Further development and support for volunteers in direct management of public rights of way, to reduce costs and increase local action. This also applies to management and monitoring of local parks and gardens.</p>	<p>Work plan in past 3 years has been constant review and targeting of seasonal maintenance works. Local press have included examples of redesign, such as hay meadow development in Llandrindod. Community transfer has taken place throughout Powys, with Cabinet reports to support Expression of Interest submissions supported throughout 2015.</p> <p>In Llandrindod, volunteer partnerships have been further demonstrated this approach can work, with local fisheries club monitoring Llandrindod Lake and environment, and Wildlife Trust plating and tendering flower beds to benefit insects.</p>	<p>I</p>
<p>Improving learner outcomes for all, minimising disadvantage</p>					
<p>Remodelling council services to respond to reduced funding</p>	<p>The proposal makes a direct saving</p>	<p>F</p>		<p>Attached document which summarises grant application spend in 2012/13.</p>	<p>F</p>

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Reduced seasonal maintenance can have a positive impact upon biodiversity, such as the development of flower-rich hay meadows in Llandrindod and Newtown, and management of flower beds for insect pollinators in Llandrindod.	F	Further development of volunteers and managing land in a less intensive way, benefits wildlife and also supports development of local action in managing community spaces.		F
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Potential for initial negative impact, should local councils and others chose not to support local community delivery of seasonal maintenance of public open spaces, and where access is impacted negatively.	I	The broad principles of this approach have been set through the MTFP previously, with emphasis of local management of open green spaces. Council policy also supports the development and involvement of volunteers in community delivery.	Council Budget Seminar notes provided to members. MTFS 2012-15	I
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	As above	I	As above. Local delivery has been pursued, with advice and some support in transition to local ownership and management of public green and recreational spaces for the last 3 years. It has proven a successful strategy to date.	Ongoing cabinet support for community-based Expression of Interest applications; these include leases and full transfers of land. Development and launch of Countryside Volunteer scheme at Royal Welsh Show 2015. Development of team leaders in August-September 2015	F

A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					

<p>A more equal Wales: People can fulfil their potential no matter what their background or circumstances.</p>	<p>Distribution and profile of beneficiaries unknown in using public rights of way and public green spaces. However, previous PCC Residents Survey results have been analysed to reveal information on residents' profiles in using both local rights of way, parks and playgrounds and public green spaces.</p>		<p>Residents Survey 2013-14 asked people of their satisfaction in local public rights of way. This showed - Overall the satisfaction rate for maintenance of footpaths, grass and verges was 47%. Noted that for younger residents and some others, satisfaction rates go up. Residents satisfaction rates -</p> <table border="0"> <tr><td>0 -5 years</td><td>41%</td></tr> <tr><td>6-20 years</td><td>59%</td></tr> <tr><td>Under 45</td><td>52%</td></tr> <tr><td>65+ years</td><td>43%</td></tr> <tr><td>Council Tenant</td><td>51%</td></tr> <tr><td>Have Children</td><td>51%</td></tr> </table> <p>For local rights of way, Residents satisfaction rates –</p> <table border="0"> <tr><td>0 -5 years</td><td>71%</td></tr> <tr><td>6-20 years</td><td>69%</td></tr> <tr><td>Under 45</td><td>69%</td></tr> <tr><td>65+ years</td><td>60%</td></tr> <tr><td>Council Tenant</td><td>68%</td></tr> <tr><td>Have Children</td><td>67%</td></tr> </table> <p>For local parks and playgrounds, satisfaction rates –</p> <table border="0"> <tr><td>0 -5 years</td><td>52%</td></tr> <tr><td>6-20 years</td><td>64%</td></tr> <tr><td>Under 45</td><td>57%</td></tr> <tr><td>65+ years</td><td>74%</td></tr> <tr><td>Council Tenant</td><td>57%</td></tr> <tr><td>Have Children</td><td>53%</td></tr> </table> <p>Residents (as participants in the survey) profiles as below</p>	0 -5 years	41%	6-20 years	59%	Under 45	52%	65+ years	43%	Council Tenant	51%	Have Children	51%	0 -5 years	71%	6-20 years	69%	Under 45	69%	65+ years	60%	Council Tenant	68%	Have Children	67%	0 -5 years	52%	6-20 years	64%	Under 45	57%	65+ years	74%	Council Tenant	57%	Have Children	53%		
0 -5 years	41%																																								
6-20 years	59%																																								
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Have Children	53%																																								

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Age	Under 45 32% 45 – 64 36% 65+ 28%				
Disability	Yes 18% No 73%				
Gender reassignment					
Marriage or civil partnership					
Race	White British 52% White European & other 0.6% Asian 0.1% Mixed White & Asian 0.1%				
Religion or belief					
Sex	Male 37% Female 63%				
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The proposal may well impact upon this theme.	I	Local councils have the means to derive other sources of income through rateable charges, or through local devolution of amenities to the community groups, as has been pursued in Brecon and Radnor areas.	Community Asset transfers, principally in Brecon and Radnor areas across 2012 - present	
Collaboration: <i>Working together with other partners to deliver.</i>	This proposal will ensure local discussions over management of amenity areas have to take place and that local community involvement in future ownership and management practices take place. This necessitates local joint working and delivery at the most local level, including a wide range of participants and volunteers.	I	Discussions have taken place with a range of local councils and local groups in support of joint working above and managing green spaces at a very local level. The barrier to achieving this is an initial concern as to knowledge and belief in being able to do so, rather than the effectiveness of doing so.	As above	

Involvement: <i>Involving those with an interest and seeking their views.</i>	As above				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	This proposal does directly address the prevention issue. By developing volunteering and by working directly with community groups to take on management and ownership of local recreational and green spaces, this ensures decisions as to appropriate levels of management and aftercare can be taken at a local level, with any fees and charges being managed locally. The alternative is a decline in maintenance and investment, or cessation of same.	F			F
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	As above	I			I
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				



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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Lack of volunteer involvement to deliver ROW; 2. Failure to meet the Countryside and Rights of Way (CROW) Act.	L	H	L
Does it have potential to impact on another service area?			
Yes, LE service which has been largely used as contractor to undertake seasonal grass cutting. A joint review and joint sourcing of local tenders for this work will be undertaken in winter 2015, as this working arrangement is unsustainable for all services carrying out seasonal maintenance currently.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Information provided in previous EqIAs, have considered impacts upon local communities in transferring recreational assets (attached). The Council Residents Survey 2013 is the last published sources of data available for broad analysis and used in this assessment.
 Equality Impact Assessment - Devolv  EqIA - Public Rights of Way Budget Redi

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The broad approach highlighted under this heading is to develop and support volunteer involvement in managing public green spaces, playgrounds and parks, plus the maintenance of public rights of way. This theme also accepts that delivery will concentrate on the minimum statutory requirements to ensure places are safe and compliant, and that projects such as publishing walks leaflets, guided walks and improvements will not take place unless funded by others and anticipated to be undertaken by others. Seasonal maintenance will be managed to a minimum specification, and may not be undertaken at all if not considered critical to public safety.</p> <p>Community delivery of maintenance and ownership of parks, playgrounds and green spaces will continue to be promoted and pursued with vigour to ensure long-term sustainability of these areas, managed at the local level. In seeking a new way of working for outdoor recreational assets, initial capital investment may be necessary to secure long-term change and ownership of the situation at this local level. Sustained investment in training and development of volunteers is part of this theme for recreational assets and public rights of way.</p> <p>Overall assessment is that this is achievable and without significant detriment to public need, but requires consistent work with local groups to secure success.</p>	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

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8. Mitigating Actions

Action	Residual Risk
Mitigating actions include a phased approach to allow changes to be pursued and delivered over 3 years.	L
Officer support will be centred on procurement and tendering of grounds maintenance and in management of volunteers, together with free advice being sought for local communities through PAVO. Such facilitation has been a normal activity in mid and south Powys as part of service redesign and community delivery of outdoor recreation assets.	L
Submission of business cases as may be appropriate in support of capital support for service change to facilitate local community delivery	L
Powys Byways User Group (PBUG) committee is set up and working	L

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Residents Surveys; monitoring of lease arrangements where applicable.

10. Sign Off

Position	Name	Signature	Date
Service Manager:			
Head of Service:	Stuart Mackintosh		16-10-2015
Strategic Director:			
Portfolio Holder:			

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Budget Saving	035 – Countryside & Outdoor Recreation						
Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr John Powell

1. Cabinet Observations

General Comments
Section 5 – risks to be added: - 1. Lack of volunteer involvement to deliver ROW; 2. Failure to meet the CROW (Countryside and Rights of Way) Act.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet
Powys Byways User Group (PBUG) committee is set up and working

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Leisure & Recreation/ Cleaning Service	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	037a – Cleaning: Devolvement of school based staff to schools				
Outline Summary					
<ul style="list-style-type: none"> All Cleaning staff based in schools will transfer to direct line management of the schools. This will make a much smaller internal cleaning service within Powys, leading to a reduction in the extended management team to create required efficiencies. The Service will continue to explore opportunities for expansion of its external contracts. In addition to the above the service will be exploring the option of joining with the joint venture company or forming a trading company. 					

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

Version	Author	Job Title	Date
V1	Cheryl Leighton	C&C Services Development Manager	26 October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Not applicable				
Developing the economy	Not applicable				
Improving learner outcomes for all, minimising disadvantage	Not applicable				

<p>Remodelling council services to respond to reduced funding</p>	<p>Living Wage has had a significant impact on the Cleaning Service resulting in proposing an alternative delivery of the cleaning service to schools Full cost recovery to cover this additional labour cost will mean the service looking outside the traditional cleaning service type activities</p>	<p>G</p>	<p>Not applicable</p>	<p>Costs associated to the introduction of the Living Wage are expected to be 190k per annum, leading to the Service not being able to produce a balanced budget. Full cost recovery has not yet been completed for the recharges set by Finance. The Cabinet Report for the introduction of the Living wage included information forecasting this situation from SM and CL</p>	<p>Not applicable</p>
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3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
<p>A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.</p>	<p>A smaller cleaning service will be retained to audit the standards throughout Powys schools and deliver other types of cleaning.</p>	<p>G</p>	<p>Not applicable</p>	<p>Retaining a central cleaning service charging full cost recovery will enable the Authority to retain in-house expertise</p>	<p>Not applicable</p>
<p>A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).</p>	<p>Not applicable</p>				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Not applicable				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Not applicable				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Not applicable				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Not applicable				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Not applicable			Evidence on stats from employment services	
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

Cyngor Sir Powys County Council
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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Know the current and likely future requirements for the service	Fair	Not applicable	Not applicable	Fair
Collaboration: <i>Working together with other partners to deliver.</i>	Liaising with schools	Fair	Not applicable	Business cases	Good
Involvement: <i>Involving those with an interest and seeking their views.</i>	Consultations with staff and schools	Fair	Carry out thorough consultations	Business cases	Neutral
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	Monitoring and audits	Good	Not applicable	Not applicable	Good
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	Whole school approach	Good	Support the schools	Retain a small central management team	Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Living wage will not change	Neutral	Transfer staff to school	Retain a small central management team	Fair
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.	Opportunity for potential improvement	Good	Not applicable		
Corporate Parenting: Enabling our looked after children to fulfil their potential.	Not applicable				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Workloads for HTs	Low	Medium	Low
Does it have potential to impact on another service area?			
Schools Service & schools Covering sickness could incur additional cost burden on school budgets either in terms of insurance or direct payment for replacement cover. Support function provided by Business Services			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
business cases and cabinet report re living wage

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
No negative impact on service delivery No negative impact on staff (T&Cs) Negative impact on HTs workload Negative perceived impact on school budgets	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	x

8. Mitigating Actions

Action	Residual Risk
Auditing	Fair
Access to central service resources	Fair

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Auditing Staff reviews

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Cheryl Leighton		26 October 2015
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Budget Saving	037a – Cleaning: Devolvement of school based staff to schools						
Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Leisure & Recreation/ Cleaning Service	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	037b – Cleaning: Expansion of external contracts				
Outline Summary					
<ul style="list-style-type: none"> All Cleaning staff based in schools will transfer to direct line management of the schools. This will make a much smaller internal cleaning service within Powys, leading to a reduction in the extended management team to create required efficiencies. The Service will continue to explore opportunities for expansion of its external contracts. 					

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

Version	Author	Job Title	Date
V1	Cheryl Leighton	C&C Services Development Manager	26 October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Not applicable				
Developing the economy	Not applicable				
Improving learner outcomes for all, minimising disadvantage	Not applicable				

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Not applicable				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Not applicable				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Not applicable				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Not applicable				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Not applicable				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Not applicable				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Not applicable			Evidence on stats from employment services	
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Know the current and likely future requirements for the service	Fair	Not applicable		
Collaboration: <i>Working together with other partners to deliver.</i>	Liaising with other service areas	Fair	Not applicable		
Involvement: <i>Involving those with an interest and seeking their views.</i>	Customer questionnaires	good	Not applicable		
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	Monitoring and audits	good	Not applicable		
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	Whole school approach	good	Not applicable		
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Employment of local people	Neutral	Not applicable		
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.	Opportunity for potential improvement	good	Not applicable		
Corporate Parenting: Enabling our looked after children to fulfil their potential.	Not applicable				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Failing to source additional work	Low	Medium	Low
Does it have potential to impact on another service area?			
Support function provided by Business Services			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
none

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
No negative impact on service delivery No negative impact on staff (T&Cs) Negative perceived impact on cleaning budget	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	x

8. Mitigating Actions

Action	Residual Risk
Source and develop alternative work	Fair

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitor and review budget

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Cheryl Leighton		26 October 2015
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Budget Saving	037b – Cleaning: Expansion of external contracts						
Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
Risk should read: Failing to source additional work

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	041 – Reduce Funding support for Theatre provision				
Outline Summary					
Following lengthy and extensive consultation with the affected Theatres and allied partners in 2013-15, and following County Council Scrutiny review, Cabinet were presented with a full Decision paper in early 2015, and decided to substantially modify an earlier MTFP target to remove all funding to the Theatres. An impact assessment was undertaken to accompany this work.					


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


Version	Author	Job Title	Date
V1	Stuart Mackintosh	L&R Services Manager	29/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives		N		Cabinet Report C65-2015	N
Developing the economy		N		Cabinet Report C65-2015	N
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>	 041 - Appendix A.pdf	N		Cabinet Report C65-2015	N

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	 041 - Appendix C.pdf				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>	041 - Appendix B.pdf				
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					

Corporate Parenting: Enabling our looked after children to fulfil their potential.					
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
The risk associated with a reduced grant support to the theatres is that this might fundamentally impact upon their ability to continue. This was subject to extensive meetings and consultations over an 18 month period	M	L	L
Does it have potential to impact on another service area?			
Regeneration Service. This was considered and recommendations made by Scrutiny and Cabinet to merge different budget headings as a result of the Theatre funding review. No negative or other impact.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
The 3 documents considered and approved by Cabinet are public documents and accessible on the PCC website under 'Meetings' and 'Cabinet', with Cabinet meeting held on March 24 th 2015.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	C65-2015
Following extensive consultation and meetings between the Theatres, Arts Service and Portfolio Holder over an 18 month period, an agreed position was presented and approved by Cabinet in 2015, having formally reviewed an earlier MTFP savings target set earlier in the financial planning cycle.		
Judgement (to be included in Corporate or service risk register)		
Very High Risk	High Risk	Medium Risk
		Low Risk
		x

8. Mitigating Actions

Action	Residual Risk
Actions taken as a result of a formal review in 2013 – 15, with significant changes in funding arrangements approved by Cabinet	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Meetings take place with the Theatres and the Service on a regular basis.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Lucy Bevan		29/10/15
Head of Service:	Stuart Mackintosh		29/10/15
Strategic Director:			
Portfolio Holder:			

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Budget Saving	041 – Reduce funding support for Theatre provision						
Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Graham Brown

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

Service Area	Leisure and Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	043 – Museums				
Outline Summary					
Explore Trust type model whilst devolving Llanidloes, Presteigne and Newtown to local delivery or failing that alternative provider, de-commission.					
<u>All-Wales Position</u>					
An Expert Review of Local Museum Provision in Wales was commissioned by the Deputy Minister for Culture Sport and Tourism in 2014. It was published in August 2015, and a response is now awaited from Welsh Government, and due autumn 2015. The Review considered options for future service delivery under a number of headings:					
<ul style="list-style-type: none"> • Do nothing • Legislation and state care (comparisons with European nations and regions of a similar size to Wales) • Devolution (to museum specific trusts/charities) and • Partnerships (joint working, regional partnerships). 					
<u>Powys Museum Service</u>					
This year Powys County Council has commissioned a report from an external specialist to evaluate future option for Powys Museum Service: “Appraisal of Trust Options for Powys Museum Service”, Oct 2015. This report notes that the recommendations of the Expert Review will require considerable resources and a long term commitment from Welsh Government, and could take 5 years to implement. Whilst we wait for that to conclude Powys County Council has made the decision to investigate different delivery options to enable its Museum Service to continue to operate and develop within the current challenging financial climate.					
Moving the Museum Service to a fully devolved charitable trust type model could offer the following benefits:					
<ul style="list-style-type: none"> • Independence from the Council allowing quicker decision making and more flexible working • Trustees with specialist knowledge and experience • Savings in NNDR • Grant opportunities which would not be available to the County Council 					
The Council currently has six museums in Powys:					
<ol style="list-style-type: none"> 1. Brecknock Museum and Art Gallery (Shire museum) 2. Llanidloes Museum (local/town museum) 3. Newtown Textile Museum (local/town museum) 4. Powysland Museum and Cottages (Shire museum) 5. Radnorshire Museum (Shire museum) 6. The Judge’s Lodging, Presteigne (visitor attraction) 					
The Judge’s Lodging in Presteigne is owned by the Council but operated by the Presteigne Shire Hall Museum Trust. Consideration is currently being given to transferring Newtown Textile Museum through a CAT to a local community group. Discussions are ongoing with Llanidloes Town Council to investigate co-locating Llanidloes library with Llanidloes museum in the Town Hall.					

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

Version	Author	Job Title	Date
V1.0	Catherine Richards	Principal Lead Museums, Archives and Information Management	26 Oct 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	The budget saving does not impact significantly on this priority. Powys Museums hold, care for and continue to develop collections for the county which represent our rich and diverse culture. These in turn enrich the lives of people in our communities and help them live fulfilled lives.	G	n/a	A Museums Strategy for Wales 2010-2015 Appraisal of Trust Options for Powys Museum Service, Oct 2015	G
Developing the economy	The budget saving does not impact significantly on this priority. A Trust would manage Powys Museums and their facilities and collections efficiently and effectively to continue to provide a service which is relevant, robust and sustainable, making a valued contribution to the economy.	G	n/a	As above	G
Improving learner outcomes for all, minimising disadvantage	The budget saving does not impact significantly on this priority. Powys Museums will continue to contribute to living communities, promote the values of a fair and just society and provide lifelong learning opportunities for all.	G	n/a	As above	G

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Remodelling council services to respond to reduced funding	Powys County Council is investigating different delivery options to enable its Museum Service to continue to operate and develop within the current challenging financial climate. At the moment the Trust type option seems the most viable.	G	n/a	One Powys Plan Appraisal of Trust Options for Powys Museum Service, Oct 2015	G
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3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Powys Museums make a valued contribution to the economy in Powys, both as local businesses and tourist attractions. To further help with financial sustainability a Trust must consider how it can further increase the income our museums already generate.	G	n/a	A Museums Strategy for Wales 2010-2015 Appraisal of Trust Options for Powys Museum Service, Oct 2015	G
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Technological innovations provide opportunities to engage new users and present different challenges for preservation. Environmental sustainability issues will influence how our museums use energy efficiently through investigating low or zero carbon technologies in our buildings.	G	n/a	As above	G

<p>A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.</p>	<p>The potential of our museums is immense, both in formal and informal learning. Developing a framework for delivery of learning services is key to maximising the resources available. Volunteering contributes to community wellbeing and improves our museum services in addition to enabling personal development and involvement with heritage.</p>	G	n/a	As above	G
<p>A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.</p>	<p>Dismantling barriers to access, developing the learning potential of our museums, and engaging existing and new users are critical issues to be addressed if Powys Museums are to fulfil their potential as organisations that contribute to their local communities.</p>	G	n/a	As above	G
<p>A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.</p>	<p>Powys museums promote the cultural life of our county, they encourage active participation in culture, protect our heritage, help expand our international profile and contribute to our tourism industry.</p>	G	n/a	As above	G
<p>A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.</p>	<p>Providing museums for everyone must include developing services that reflect the importance of the Welsh language. Our language is an important part of our heritage, and many tourists who come to Powys are drawn by our heritage and culture.</p>	G	n/a	As above	G
<p><i>Opportunities for persons to use the Welsh language</i></p>	As above	G	n/a	As above	G
<p><i>Treating the Welsh language no less favourable than the English language</i></p>	As above	G	n/a	As above	G

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<i>Opportunities to promote the Welsh language</i>	As above	G	n/a	As above	G
<i>People are encouraged to do sport, art and recreation.</i>	Powys museums enable people to explore collections for inspiration, learning and enjoyment.	G	n/a	As above	G
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Powys museums welcome increased use of our services by existing and new audiences regardless of their background or circumstances. It is important that the demographic of our communities is understood and this is used to inform forward planning. Understanding and dismantling barriers, real or perceived, that deter those who do not currently visit our museums, or do not participate in our activities is crucial if Powys Museums are to be fully inclusive.		n/a	As above	G
<i>Age</i>	As above	G	n/a	As above	G
<i>Disability</i>	As above	G	n/a	As above	G
<i>Gender reassignment</i>	As above	G	n/a	As above	G
<i>Marriage or civil partnership</i>	As above	G	n/a	As above	G
<i>Race</i>	As above	G	n/a	As above	G
<i>Religion or belief</i>	As above	G	n/a	As above	G
<i>Sex</i>	As above	G	n/a	As above	G
<i>Sexual Orientation</i>	As above	G	n/a	As above	G
<i>Pregnancy and Maternity</i>	As above	G	n/a	As above	G

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4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The change object will enable a sustainable future for the Museum Service. No change means the service is vulnerable to severe budget cuts which eventually will make the service non-viable.	G	n/a	Expert Review of Local Museum Provision in Wales 2015 Appraisal of Trust Options for Powys Museum Service, Oct 2015	G
Collaboration: <i>Working together with other partners to deliver.</i>	Following the Trust type model will mean working in partnership with other organisations will be essential to deliver improved outcomes.	G	n/a	As above	G
Involvement: <i>Involving those with an interest and seeking their views.</i>	Service users will continue to be asked for views and comments on service delivery through feedback forms and visitor surveys. Evaluation of these views will contribute to continual improvement.	G	n/a	As above	G
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	An external provider will provide the resources for a future for the Museum Service. It will be a single purpose organisation with a focus on the functions of the service delivered.	G	n/a	As above	G
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	To encourage the development of a sustainable organisation over the next five years and beyond, the Museum Service will have to consider diverse ways of working. This will include developing partnerships with a variety of organisations, working across boundaries, and making innovative use of limited resources.	G	n/a	As above	G

<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>The Museum Service provides a range of formal and informal learning opportunities to visitors, volunteers and staff to increase their knowledge and enjoyment of the museums' collections, enabling them to become advocates for the Museum Service. Learning and volunteering opportunities help people gain employment mitigating the impact of poverty.</p>	<p>G</p>	<p>n/a</p>	<p>As above</p>	<p>G</p>
<p>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.</p>	<p>Opportunities for participation are encouraged within all our museums. Developing our work with children, young people and adults with health and social care needs is crucial, and an area that needs further investigation.</p>	<p>G</p>	<p>n/a</p>	<p>As above</p>	<p>G</p>
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>The Museum Service is currently providing a work placement for a young adult who was formerly a looked after child, and will continue to provide opportunities in partnership with Children's Social Services as part of their Traineeship Scheme for Young People Leaving Care</p>	<p>G</p>	<p>n/a</p>	<p>As above</p>	<p>G</p>

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Need at least 6 to 9 months to set up a trust and register as a charity. Time to set up the trust needs to be taken into account including agreement over collection and building issues (lease, maintenance). Also developing a robust business plan especially in relation to income generation and the management of major risks (particularly around funding). Time is also needed to recruit trustees and a chair.	Medium	Low	Low
Inability of local authority to guarantee a stable grant and / or an inflation allowance for a specified number of years (due to changing wider financial changes).	High	Medium	Medium
Need a strong board of trustees with business focus, mixed with local expertise.	Medium	Medium	Medium
A new trust will have no reserves to fall back on at least initially – a major risk. Will need to build up a reserve and develop a reserves policy (to cover a certain level of operating expenditure).	High	Medium	Medium
As more trusts are set up (standalone or including museums) it is becoming more difficult to access new streams of external funding as grant funds, private and commercial giving all become more Competitive	Medium	Medium	Medium
Ability to form a trust			
Does it have potential to impact on another service area?			
Brecknock Museum shares the Cultural Hub with Brecon Library. Llanidloes Museum is anticipated to co-locate with Llanidloes Library in Llanidloes Town Hall. Future delivery of the library service is also under review and so the Trust option for the Museum Service may impact on these co-locations with the Library Service. Co-located services however will bring positive impacts rather than negative impacts.			

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6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
Maintaining the status quo for Powys Museum Service is clearly not viable in the current (and continuing) financial climate within local government. Whilst there are no easy solutions, there are a number of options – established or developing – that might be considered to ensure the long term sustainability of the Museum Service outside the immediate control of the county council.		
Judgement (to be included in Corporate or service risk register)		
Very High Risk	High Risk	Medium Risk
		Low Risk
		Low risk

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Any external delivery model for Powys Museum Service will be subject to a Service Level Agreement between the Council and the new provider. This agreement will be subject to regular review and will set out the roles and responsibilities of both parties.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Catherine Richards		
Head of Service:	Stuart Mackintosh		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr Graham Brown		

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Budget Saving	043 – Museums						
Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Graham Brown

1. Cabinet Observations

General Comments
Additional Risk – ability to form a Trust.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Schools	Head of Service	Mr Ian Roberts	Strategic Director	Mr Jeremy Patterson
Policy / Change Objective / Budget Saving	048 – Decommissioning of EMS				
Outline Summary					
The authority is currently using 3 Management Information System (MIS) systems within schools, EMS one, SIMS and Teachers Centre (Ceredigion written and managed system). Work is ongoing to transfer Admissions, Transport and SEN modules from EMS to Teachers Centre, once this work is completed the authority can then end the contract with CAPITA for the use of EMS one, this is projected to provide a net efficiency of £70,000 while improving the administration and reporting process.					

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

Version	Author	Job Title	Date
V1	Gareth Jones	Senior Manager – Central Services	29 th October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	The use of a single system will improve the reporting processes for schools and school services staff especially around pupil tracking etc.	G		Minutes of meetings held with Ceredigion staff, ESTYN revisit outcomes.	G
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	The use of a single system will improve the reporting processes for schools and school services staff especially around pupil tracking etc.	G			G
Remodelling council services to respond to reduced funding	The use of a single system will improve the reporting processes for schools and school services staff especially around pupil tracking etc., whilst achieving a £70,000 annual saving	G			G

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.					
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	TC will allow all staff to track the learning outcomes and SEN/ALN interventions provided to all children. Key fields and tables will be integrated into the new social care MIS system	N			N
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Teachers centre is a fully bilingual system and will provide equal access through either language	G		Teacher Centre and SLA documentation	G
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					

<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	The system does allow the authority to hold details on individual children and their families which will include the protected characteristics category's	G		TC database and embedded Tables	G
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The system allows schools and the service to track the pupils' progress from admission to an early years setting through to them leaving the school system at the end of Year 11 or Year 13. As a locally developed system (Ceredigion) the authority has an input into the required future developments of the system	G		Teachers Centre SLA, and TC reports	G

<p>Collaboration: Working together with other partners to deliver.</p>	<p>TC will allow all staff to track the learning outcomes and SEN/ALN interventions provided to all children.</p> <p>Key fields and tables will be integrated into the new social care MIS system.</p> <p>As a locally developed system (Ceredigion) the authority has an input into the required future developments of the system.</p>	<p>N</p>			<p>N</p>
<p>Involvement: Involving those with an interest and seeking their views.</p>	<p>Schools are currently using Teacher Centre for attainment and tracking data, the development will enhance the functionality for the central teams</p>	<p>G</p>		<p>Teacher Centre SLA and reports</p>	<p>G</p>
<p>Prevention: Putting resources into preventing problems occurring or getting worse.</p>	<p>N/A</p>				
<p>Integration: Positively impacting on people, economy and environment and trying to benefit all three.</p>	<p>TC will allow all staff to track the learning outcomes and SEN/ALN interventions provided to all children.</p> <p>Key fields and tables will be integrated into the new social care MIS system.</p>	<p>N</p>		<p>Teacher Centre SLA and Tables</p>	<p>N</p>
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>TC will allow all staff to track the learning outcomes of all children entitled to Free School Meals (FSM) and will support the improvement in the learning outcomes for this group of children and provide them with the qualification to help them gain further higher education qualifications or higher paid posts in their future employment careers</p>	<p>F</p>		<p>TC data fields and tracking reports</p>	<p>F</p>

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.	TC will allow all staff to track the learning outcomes and SEN/ALN interventions provided to all children. Key fields and tables will be integrated into the new social care MIS system.	N		Teacher Centre SLA and Tables	N
Corporate Parenting: Enabling our looked after children to fulfil their potential.	TC will allow all staff to track the learning outcomes and SEN/ALN interventions provided to all children. Key fields and tables will be integrated into the new social care MIS system.	N		Teacher Centre SLA and Tables	N

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
The key development personnel within Ceredigion leave and there is not a robust succession plan in place. The current financial climate will make developing this resilience more difficult.	Low	Low	Low
Does it have potential to impact on another service area?			
Yes – The single MIS system will need to have some integration / link to the MIS system used in early years settings and Social Services			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Minutes of meetings with the development team in Ceredigion and the emerging user reference group.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
The development of TC is being closely monitored with an expectation that all developments have been completed by the end of November, although there is still a risk of failure to end the contract with CAPITA it has been assessed as being low.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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8. Mitigating Actions

Action	Residual Risk
As detailed in section 7 and proposed escalation through the services accountability framework if the progress is not in line with project plan at the end of October 15.	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Schools Service Accountability framework and Teacher Centre User and reference groups. Feedback from Schools.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		
Head of Service:	Gareth Jones pp Ian Roberts		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Cllr Arwel Jones		

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Service Area	Schools	Head of Service	Mr Ian Roberts	Strategic Director	Mr Jeremy Patterson
Policy / Change Objective / Budget Saving	049a – Small school closures (Whitton)				
Outline Summary					
The proposal is to reduce the schools delegated budget by £60,000 to reflect the net reduction in budget requirement following the formal closure of Dame Anna Childs (VA) School in Whitton on the 31 st December 2015. Decision to close was agreed by Cabinet on 6 th May 2014 and ratified by WG in the Summer term 2015					

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

Version	Author	Job Title	Date
V1	Gareth Jones	Senior Manager – Central Services	28 th October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Developing the economy	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Improving learner outcomes for all, minimising disadvantage	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Remodelling council services to respond to reduced funding	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Collaboration: <i>Working together with other partners to deliver.</i>	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Involvement: <i>Involving those with an interest and seeking their views.</i>	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
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.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N
Corporate Parenting: Enabling our looked after children to fulfil their potential.	See previous Cabinet papers	N	See previous Cabinet Papers	Cabinet report	N

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
None as decision to close school has already been made by Minister	Low	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Cabinet reports on school closure and ministerial letter

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Decision has already been made by WG			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
None required	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
None, except for following school closure procedures.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		
Head of Service:	Gareth Jones pp Ian Roberts		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Cllr Arwel Jones		

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Service Area	Schools	Head of Service	Mr Ian Roberts	Strategic Director	Mr Jeremy Patterson
Policy / Change Objective / Budget Saving	052 – Budget Saving and/or efficiency – Reduction in centrally retained budget for Repairs and Maintenance.				
Outline Summary					
The authority currently maintains a central R & M budget of £150,000 to support schools in relation to issues arising from statutory testing inspections, minor DDA works which support pupils' needs and minor repair and maintenance works which are not covered by Property Plus. The proposal will reduce this budget to £50,000 from the start of the 2016-17 financial year. The £100,000 costs currently met by the central budget will be met from the schools delegated budget from the start of that year.					

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

Version	Author	Job Title	Date
V1	Gareth Jones	Senior Manager – Central Services	28 th October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	The impact of the removal of the funding will potentially impact on the physical conditions that the learners are taught in and may impact on the long term learning outcomes of children.	P	The service is reviewing its Schools Service Asset Management Plan (SSAMP) the revised plan will inform the required areas of funding for Capital funding and help to reduce the need for any central revenue budget for R & M.	Fair funding formula SSAMP papers	N
Remodelling council services to respond to reduced funding	As a budget efficiency this proposal will fully meet this objective, but the reducing level of funding available for investment in the services property will potentially cause additional capital budget pressures in future years.	G	The service is reviewing its Schools Service Asset Management Plan (SSAMP) the revised plan will inform the required areas of funding for Capital funding and help to reduce the need for any central revenue budget for R & M.	Fair funding formula SSAMP papers	E

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This proposal may have a limited impact on the local economy of Powys	P	The service is reviewing its Schools Service Asset Management Plan (SSAMP) the revised plan will inform the required areas of funding for Capital funding and help to reduce the need for any central revenue budget for R & M.	Fair funding formula SSAMP papers	P
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	The reduced level of funding may impact on the services ability to meet energy efficiency targets through the reduction of available budgets	P	The service is reviewing its Schools Service Asset Management Plan (SSAMP) the revised plan will inform the required areas of funding for Capital funding and help to reduce the need for any central revenue budget for R & M. The service will be proactively following invest to save projects where appropriate to mitigate some of the loss of central budget.	Fair Funding Formula SSAMP Invest to save project papers	P
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	The proposal may impact on children with disabilities in a disproportionate manner due to the need to make some minor building alterations to allow the learner top access and fully meet their learning outcome.	U	The review of the SSAMP will allow the authority to identify and prioritise those children that have disabilities, their schools, their required adaptations.	SSAMP Papers	N
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				

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A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	The proposal impacts equally on the English and Welsh Medium Schools	N		Fair funding formula SSAMP papers	N
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>	The proposal may impact on children with disabilities in a disproportionate manner due to the need to make some minor building or external alterations to allow the learner top access and fully meet their learning outcome.	U	The review of the SSAMP will allow the authority to identify and prioritise those children that have disabilities, their schools, their required adaptations.	SSAMP Papers	N
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>	N/A				
<i>Disability</i>	The proposal may impact on children with disabilities in a disproportionate manner due to the need to make some minor building alterations to allow the learner top access and fully meet their learning outcome.	U	The review of the SSAMP will allow the authority to identify and prioritise those children that have disabilities, their schools, their required adaptations.	SSAMP Papers	N
<i>Gender reassignment</i>	N/A				
<i>Marriage or civil partnership</i>	N/A				
<i>Race</i>	N/A				
<i>Religion or belief</i>	N/A				
<i>Sex</i>	N/A				
<i>Sexual Orientation</i>	N/A				
<i>Pregnancy and Maternity</i>	N/A				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>	<p>The impact of the removal of the funding will potentially impact on the physical conditions that the learners are taught in and may impact on the long term learning outcomes of children.</p> <p>The continued reduction in funding on R & M will increase the level of back log R & M over time and will lead to worsening building conditions and potential need for increased capital investment in the future.</p> <p>It will also create a back log of statutory testing remedial works which could put the authority at risk.</p>	P	The service is reviewing its Schools Service Asset Management Plan (SSAMP) the revised plan will inform the required areas of funding for Capital funding and help to reduce the need for any central revenue budget for R & M.	Fair funding formula SSAMP papers	N
<i>Collaboration: Working together with other partners to deliver.</i>	The service is working with the central property team on programmes of investment such as invest to save to try to mitigate the impact of the reduced budget provision.	F		SSAMP Papers Minutes of Property Meetings	F
<i>Involvement: Involving those with an interest and seeking their views.</i>	Schools have been informed of the proposals and further consultation is being undertaken through the fair funding formula review, the review of SLA's and the SSAMP (when completed)	F		Fair funding formula papers SLA Papers SSAMP	F

<p>Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i></p>	<p>The proposal will have a negative effect in this area as the focus of the budget is to prevent / repair issues that arise from the statutory testing and any minor H & S and DDA works.</p> <p>This work will now need to be funded via the schools delegated budget or the self-pooling property plus budget which will result in a reduction in the budget available to undertake general R & M.</p>	<p>P</p>	<p>The service is reviewing its Schools Service Asset Management Plan (SSAMP) the revised plan will inform the required areas of funding for Capital funding and help to reduce the need for any central revenue budget for R & M.</p>	<p>Fair funding formula SSAMP papers</p>	<p>N</p>
<p>Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i></p>	<p>The service is working with the central property team on programmes of investment such as invest to save to try to mitigate the impact of the reduced budget provision.</p>	<p>F</p>		<p>SSAMP Papers Minutes of Property Meetings</p>	<p>F</p>
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>N/A</p>				
<p>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.</p>	<p>The proposal may impact on children with disabilities in a disproportionate manner due to the need to make some minor building alterations to allow the learner top access and fully meet their learning outcome.</p>	<p>U</p>	<p>The review of the SSAMP will allow the authority to identify and prioritise those children that have disabilities, their schools, their required adaptations.</p>	<p>SSAMP Papers</p>	<p>N</p>
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>The proposal may impact on children with disabilities in a disproportionate manner due to the need to make some minor building alterations to allow the learner top access and fully meet their learning outcome.</p>	<p>U</p>	<p>The review of the SSAMP will allow the authority to identify and prioritise those children that have disabilities, their schools, their required adaptations.</p>	<p>SSAMP Papers</p>	<p>N</p>

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
<p>The main risk of this proposal is the long term impact it has on the quality and condition of the schools service property stock over time and the potential for increased capital spend need arising from it in 10 – 15 years' time.</p> <p>The SSAMP will be a key tool in managing the reduction of the impact of this proposal.</p> <p>Risk of emergency occurring and not having sufficient funds.</p>	Medium	High	Medium
Does it have potential to impact on another service area?			
Yes – The proposal will reduce the amount of work and therefore Income delivered through the property services team			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
SSAMP Papers, Fair Funding Formula review papers.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposal to reduce the level of centrally held R & M funding will not have a significant short term impact on the delivery of the schools service. The long term impact is dependent on the successful identification and prioritisation of the level of need across the school property stock through the SSAMP.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
The review, maintenance and implementation of the SSAMP is crucial to successfully managing the impact of this proposal.	Low

9. On-going monitoring arrangements?

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

Regular Inter Service:

- Capital and maintenance monitoring meetings
- Regular inter Service Disability Adaptations meetings to inform short and long term pupil needs in schools

Regular inter Service and Catering Service meetings to inform work require to meet EHO requirements
 5 years high level condition survey updates
 Regular feedback from Property Team on servicing and statutory testing to identify poor or unsafe property plant and equipment to feed into the SSAMP
 Regular feedback on safeguarding reports which will impact on pupils safety and feed into the SSAMP
 SSAMP monitoring and reports

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		
Head of Service:	Gareth Jones pp Ian Roberts		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Cllr Arwel Jones		

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Budget Saving	052 Reduction of centrally retained schools repairs and maintenance budget						
Service Area	Schools	Head of Service	Ian Roberts	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Arwel Jones

1. Cabinet Observations

General Comments
Risk is 'emergency occurring and not having sufficient funds'. Funding for school repairs is contained within the delegated budget for each school, and therefore this is only an emergency fund.
Low risk.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
8 th December 2015

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Service Area	Schools	Head of Service	Mr Ian Roberts	Strategic Director	Mr Jeremy Patterson
Policy / Change Objective / Budget Saving	055a – Establish an internal supply insurance pool				
Outline Summary					
<p>Many schools in Powys purchase a “supply insurance scheme” to cover the cost of staff that are absent due to sickness through a number of Insurance companies. Each of these scheme will have specific exemptions for areas such as stress and also includes a charge for an insurance tax.</p> <p>Discussions have been held with officers from the authority’s insurance broker and a neighbouring authority on the potential to establish an internal supply pool insurance arrangements.</p>					

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

Version	Author	Job Title	Date
V1	Gareth Jones	Senior Manager – Central Services	28 th October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	<p>The establishment of a internal supply pool will allow the authority to have a single agreed set of regulations for all supply insurance cover provision, without the risk currently associated with individual school supply policies.,</p> <p>The establishment of the central pooling arrangement will reduce the need for further efficiencies from schools budgets,</p>	F	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F
Remodelling council services to respond to reduced funding	This proposal meets the aims of this council priority	G	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					

<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>	The proposal allows the authority to apply its own rules around staff included to be covered under the scheme, as opposed to the current system where some staff are excluded by individual insurance companies	G	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>	The proposed scheme will cover maternity costs and therefore excludes any equality issues if the authority decided to delegate responsibilities	G	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The pooling arrangement would allow the authority to develop a mutual fund which would allow the assurance of cover to schools on a long term basis	G	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F
Collaboration: <i>Working together with other partners to deliver.</i>	The proposal is to link into a mutual fund that has been developed by Pembrokeshire LA for their schools	G	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F

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Involvement: <i>Involving those with an interest and seeking their views.</i>	Some initial discussions have been undertaken with schools. Further work is required once the proposals have been developed	F	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	G
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	The mutual fund would eliminate the issue of staff not being covered under a scheme mid illness.	G	Develop detailed proposals for scheme prior to consultation with schools	Pembrokeshire Supply Pooling arrangements	F
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Schools not wishing to join the scheme	Low	Low	Low
Scheme not financially viable			
Does it have potential to impact on another service area?			
Yes – some data exchange would be required from the Establishment Services to Pembroke LA			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
The implementation of a mutual supply fund would provide additional financial planning and security to schools			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			x

8. Mitigating Actions

Action	Residual Risk
Further develop proposals with Pembrokeshire	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Supply sickness monitoring reports Project review meetings

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		
Head of Service:	Gareth Jones pp Ian Roberts		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Cllr Arwel Jones		

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Service Area	Schools	Head of Service	Mr Ian Roberts	Strategic Director	Mr Jeremy Patterson
Policy / Change Objective / Budget Saving	056 – Implement a change to appointment and payment of school supply and agency staff				
Outline Summary					
A projected saving of £200,000 has been estimated to be achieved following a review of the payment processes to casual and supply staff employed in schools. This will be achieved through either the transfer of all supply staff payments to a supply agency or through paying all supply staff on a fixed point within the teacher’s pay and conditions pay scales. Staff are currently paid in accordance to their qualification and career experience.					

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

Version	Author	Job Title	Date
V1	Gareth Jones	Senior Manager – Central Services	28 th October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	The change in payment terms and conditions will have an impact on the income levels of staff employed as supply teachers and other supply staff	P	The mitigation action is to review the current contractual arrangements for staff and consider which if any staff will transfer from casual contracts to fixed term or permanent contracts	Trent Payroll, Teachers pay and conditions document	P
Improving learner outcomes for all, minimising disadvantage	The change in employment terms and conditions should only have a minor impact on learner outcomes, all key staff delivering the curriculum should be employed on a salaried contractual arrangements.	N			N
Remodelling council services to respond to reduced funding	The proposal meets this requirement fully	E		Project paperwork	E

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3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	If the option chosen is to use an agency it will result in an out flow of monies from Powys	P	Maintain staff as Powys employees but paid on different terms and conditions to current, which will maintain the money in Powys	Teachers pay and conditions document New directions charging policy	P
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	The proposal will impact on Welsh Language teachers equally with those delivering through the English Language	N		Teachers pay and conditions document	N
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					

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<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Further work is required during the detailed project work around the impact on the protected characteristics if the authority chose to use the employment agency which are currently unknown.	I	Review contractual agreement with appointed agency to confirm that they adhere to equality act.	New Directions contract	N
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Strengthens the employment status of staff employed on a regular long term or fixed basis, while agreeing the payment terms for casual employed staff.	F		Trent System Teachers Pay and Conditions	F
Collaboration: <i>Working together with other partners to deliver.</i>	NPS and relevant Unions	F		NPS contracts JCC papers	F
Involvement: <i>Involving those with an interest and seeking their views.</i>	Initial consultation with teacher unions and schools has been undertaken	N	Formally consult with Staff and union representatives	JCC Minutes Teachers Pay and conditions document	F
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				

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Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Staff refusing to work under new terms and conditions and pupils not having a teacher to teach the class.			
Does it have potential to impact on another service area?			
Yes – Possible reduction in employment services activity, commercial services to monitor the contract.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
NPS Contractual Documentation, Teachers pay and conditions documentation, JCC Minutes

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposal to change the terms of condition of employment for supply teachers and other casual staff is dependent on consultation with relevant unions and schools governors. The impact on service delivery should be minimal whilst achieving the projected efficiency.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
Medium Risk	Low Risk
	X

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8. Mitigating Actions

Action	Residual Risk
Ensuring full consultation is undertaken with the relevant unions and schools	Low
Ensuring the appointed agency meets the requirement of the equality act	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
School and other school services budgets Contract management meetings

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		
Head of Service:	Gareth Jones pp Ian Roberts		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Cllr Arwel Jones		

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Service Area	Children's Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis
Policy / Change Objective / Budget Saving	062 – £7,500 based on reductions to travel expenses				
Outline Summary					
As a service we will reduce the amount of business miles undertaken and subsequent travel expenses being claimed. 2016/17 will be the second year of the focus on reducing claims in this area. During 2014/15 Children's Services spent £208,360 on travel, during the first 6 months of 2015/16 this spend has reduced to £88,725.					

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

Version	Author	Job Title	Date
1.0	Greg Jones	Strategic Commissioning and Project Manager	27 October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	The needs of those service users will not be impacted as we will continue to ensure visits to client will continue to be undertaken.	N	Savings will focus on reduction of millage in terms of internal meetings, and having a flexible approach to working.		
Developing the economy	NA				
Improving learner outcomes for all, minimising disadvantage	NA				
Remodelling council services to respond to reduced funding	This saving will meet this priority	N			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	NA				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	NA				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	NA				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	NA				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	This objective will lead to a reduction in use of vehicles and the subsequent benefits to the environment.	F			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	NA				
<i>Opportunities for persons to use the Welsh language</i>	NA				
<i>Treating the Welsh language no less favourable than the English language</i>	NA				
<i>Opportunities to promote the Welsh language</i>	NA				
<i>People are encouraged to do sport, art and recreation.</i>	NA				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	NA				
<i>Age</i>	NA				
<i>Disability</i>	NA				
<i>Gender reassignment</i>	NA				

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<i>Marriage or civil partnership</i>	NA				
<i>Race</i>	NA				
<i>Religion or belief</i>	NA				
<i>Sex</i>	NA				
<i>Sexual Orientation</i>	NA				
<i>Pregnancy and Maternity</i>	NA				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	NA				
Collaboration: <i>Working together with other partners to deliver.</i>	NA				
Involvement: <i>Involving those with an interest and seeking their views.</i>	NA				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	NA				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	NA				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	NA				
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.	NA				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	NA				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
In ability to meet the reduction in mileage	Low	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
As indicated in the summary for the period 2015/16 the service is well on its way to achieving its £7500, and based on the saving achieved in the first 6 months of 2015/16 the service should be well placed to make the saving during 2016/17

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
This service saving will see increased use of technology to reduce the need to travel. Children's Services has already rolled out the use of Lync to all staff, as well as providing laptops instead of desk tops. During 2015/16 the service is already demonstrating the savings that can be made. Staff are now using Lync/video conferencing instead of having to travel to internal meetings which results in the benefit of reduced millage but also increasing individual's capacity due to the reduction in time spent on the road.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
Continued us of Lync and other communication methods.	Low
Use of alternate work locations when appropriate	Low
Use of improved technologies – Linked to CCIS implementation	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The service will continue to monitor the travel expenses. Social workers will always have the need to travel as part of their jobs in order to undertake assessment and visits etc, and this will always be viewed as essential travel.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:			
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Children's Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis
Policy / Change Objective / Budget Saving	063 – Introduce charges for training provision (Domestic Abuse and ASB).				
Outline Summary					
As part of historical budget efficiencies Children's Services has inherited a £2,500 saving from Regeneration that propose the introduction of a charge for the provision of training in respect of Domestic Abuse and Anti-Social Behaviour.					
Due to the fact that this reduction has been inherited and the service is currently reviewing the delivery of its domestic abuse service the saving will be absorbed from the general budget rather at this point.					

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

Version	Author	Job Title	Date
1.0	Pauline Higham	Head of Service	12.01.2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Support to those families subject to domestic abuse will lead to these families being able to live fulfilled lives.	I			
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage					
Remodelling council services to respond to reduced funding					

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	NA				

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A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Support to those families subject to domestic abuse will lead to improvements in both their physical and mental wellbeing	F			
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>	N/A				
<i>Treating the Welsh language no less favourable than the English language</i>	N/A				
<i>Opportunities to promote the Welsh language</i>	N/A				
<i>People are encouraged to do sport, art and recreation.</i>	N/A				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Support to those families subject to domestic abuse will only lead to improvements in them being able to fulfil their potential.	F			
<i>Age</i>	N/A				
<i>Disability</i>	N/A				
<i>Gender reassignment</i>	N/A				

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Marriage or civil partnership	N/A				
Race	N/A				
Religion or belief	N/A				
Sex	N/A				
Sexual Orientation	N/A				
Pregnancy and Maternity	N/A				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	This project will lead to long term reductions in those families where domestic abuse is an issue and therefore contributing to the early intervention and prevention agenda within Children's Services and reducing the need for high cost interventions	F			
Collaboration: <i>Working together with other partners to deliver.</i>	This project is a multi-agency project	F			
Involvement: <i>Involving those with an interest and seeking their views.</i>	N/A				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				

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<p>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.</p>	<p>Over 50% of children placed in the child protection register have domestic abuse a contribution factor. As such this project will seek to support those families where domestic abuse is a factor and lead to a reduction in the number of children placed on the child population register.</p>				
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>Domestic abuse results in a high number of children being placed on the child protection register and subsequently becoming looked after. The overall domestic abuse project seek to make improvement and hopefully lead to reductions in our looked after child population</p>	G			

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
n/a			
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			None

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8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The Domestic Abuse project forms part of the One Powys Plan and as such benefits realisation will be monitored via the programme board

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Shelley Davies		
Head of Service:	Pauline Higham		
Strategic Director:	Amanda Lewis		
Portfolio Holder:			

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Budget Saving	063 – Introduce charges for training provision (Domestic Abuse and ASB).						
Service Area	Children’s Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis	Portfolio Holder	Cllr Graham Brown

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Children's Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis
Policy / Change Objective / Budget Saving	066 – Regional adoption service				
Outline Summary					
<p>Reduction of £80,000 to the Adoption Team staffing budget.</p> <p>Developments in Adoption Service across have seen Powys join with Pembrokeshire, Carmarthen and Ceredigion Councils to form the Mid and West Wales Adoption Service. Initial agreement reached when joining the region was for Powys to provide the same level of staffing as previously. Having been part of the Region for over 12 months and having considered a number of Performance and statistical information it has been found that Powys are over contributing 35% of the budget, whilst our Looked After and Child Population sits at approximately 25%. The cut to the Adoption Team budget will mean the loss of 2 x FTE posts (no current vacancies within the Team).</p>					

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

Version	Author	Job Title	Date
1.0	Steven Howell	Area Manager	20.10.15
1.1	Steven Howell	Area Manager	16.11.15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Adoption is one way to enable children who are not able to live with their birth family to achieve Permanence. Working more closely with the Adoption Region allows for better opportunities to find the right permanent family. The reduction in staffing would require staff to focus on statutory duties however, it is not envisaged that this will result in a major impact on the service delivered.	N	It is considered that the reduction in budget will not have an impact Adoption services in Powys. The reduction in budget will lead to a more equitable split of costs across all 4 Local Authorities.	a) Adoption Analysis Paper. b) Performance Measures c) Adoption Team in Powys has over the last three years been in a position whereby they have been able to "sell" adoptive placements to other Local Authorities, indicating that we have been assessing more adopters than were required to meet placement Demands in Powys.	N
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	The development of a Regional approach to Adoption has two significant budgetary advantages: 1) Staffing costs reduced 2) Less need to purchase placements for children who cannot live in Powys.	F	Possible reduction to One Regional Adoption Panel Joint Training opportunities Less need to purchase Adoption Placements for Children.	Performance Measures	G

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Adoption Planning and matching with new families will always take into account the cultural background of the child. Working across a region will provide more potential to keep children Local to their birth culture, as opposed to moving them away from Local Communities and potentially outside of Wales. The reduction in budget will not prevent the Adoption Service from continuing to achieve the above.	N	Continue to produce all information bi-lingually. Continue to provide the Service through the Welsh Language when required.	We do not have any current outstanding demands for our Service/Literature to be provided through the Welsh medium. We have not experienced delays in providing the Service due to a request for Welsh Language provision.	N

<i>Opportunities for persons to use the Welsh language</i>	All Information is available through the medium of Welsh. SW can undertake Assessments using Welsh – Saving will not impact on this.	N	As Above	As Above	N
<i>Treating the Welsh language no less favourable than the English language</i>	As above	G	As Above	As Above	G
<i>Opportunities to promote the Welsh language</i>	As above	G	As Above	As Above	G
<i>People are encouraged to do sport, art and recreation.</i>	N/A				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	The Social Work profession as a whole is underpinned by anti-discriminatory and anti-oppressive practice. The proposed cuts will not impact upon this.	N		a) There is no evidence of Delay. b) No Complaints that people feel they have been discriminated against.	E
<i>Age</i>	Prospective Adopters will not be disadvantaged on the basis of Age - The proposed cuts will not impact upon this.	N		As Above	
<i>Disability</i>	Prospective Adopters will not be disadvantaged on the basis of Disability - The proposed cuts will not impact upon this.	N		As Above	
<i>Gender reassignment</i>	Prospective Adopters will not be disadvantaged on the basis of any Gender Reassignment - The proposed cuts will not impact upon this.	N		As Above	
<i>Marriage or civil partnership</i>	Prospective Adopters will not be disadvantaged on the basis of their marital status - The proposed cuts will not impact upon this.	N		As Above	

<i>Race</i>	Prospective Adopters will not be disadvantaged on the basis of Race - The proposed cuts will not impact upon this.	E		As Above	
<i>Religion or belief</i>	Prospective Adopters will not be disadvantaged on the basis of Religious Belief - The proposed cuts will not impact upon this.	E		As Above	
<i>Sex</i>	Prospective Adopters will not be disadvantaged on the basis of Sex - The proposed cuts will not impact upon this.	N		As Above	
<i>Sexual Orientation</i>	Prospective Adopters will not be disadvantaged on the basis of Sexual Orientation - The proposed cuts will not impact upon this.	N		As Above	
<i>Pregnancy and Maternity</i>	Prospective Adopters will not be disadvantaged on the basis of being pregnant - The proposed cuts will not impact upon this.	N		As Above	

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>					
<i>Collaboration: Working together with other partners to deliver.</i>	The reduction in budget is proposed due to closer collaboration with other Local Authorities.	G			
<i>Involvement: Involving those with an interest and seeking their views.</i>	N/A				
<i>Prevention: Putting resources into preventing problems occurring or getting worse.</i>	N/A				

<p>Integration: Positively impacting on people, economy and environment and trying to benefit all three.</p>	N/A				
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	N/A				
<p>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.</p>	<p>The reduction in Budget will not impact on the ability to provide Adoptive Families to Children who are not able to remain part of their birth family.</p>	N	<p>We will be able to continue to Assess Potential Adopters who can be matched with children who cannot continue to live with their birth family.</p>	<p>a) Assessed more Adoptive parents than required which has led to Powys selling adoptive families to other Local Authorities. b) Trend Analysis shows a fall in number of new born babies over 5 years and the significant number of adoptions are children under 5 years of age (78%)</p>	N
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>The proposed reduction will not affect our ability to move (when it is the permanence plan) a child on from a Foster Placement to an Adoptive Family.</p>	N	<p>We will be able to continue to Assess Potential Adopters who can be matched with children who cannot continue to live with their birth family.</p>	<p>a) Children subject to Placement Orders are moved to adoptive placements usually within 6 months. b) In cases over 6 months there are additional complexities.</p>	N

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Powys Childrens Services do not ensure children move to adoptive placements in a timely manner.	Medium	Low	Low
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Having considered all of the evidence, reducing the numbers of staff within the Adoption Team, given the development of regional working and having considered the population trends and numbers of Children who will need to be adopted, would appear to have very little effect on the Council's ability to provide a good quality service in the future.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	√

8. Mitigating Actions

Action	Residual Risk
Continue to work closely with Regional Adoption Service to ensure that children move to adoptive placements	Low
Continue to ensure that they recruit sufficient number of adopters to meet demand	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
1) On Going Performance Management in respect of Key Performance Indicators. 2) Management Board will monitor the performance of the Mid and West Wales Adoption Service.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Steven Howell		
Head of Service:	Pauline Higham		
Strategic Director:	Amanda Lewis		
Portfolio Holder:			

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Budget Saving	066 – Regional adoption service						
Service Area	Children’s Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis	Portfolio Holder	Cllr Graham Brown

1. Cabinet Observations

General Comments
This proposal will help us to support our staffing as we move towards a regional approach.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Children's Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis
Policy / Change Objective / Budget Saving	070 – Remove support posts x 4				
Outline Summary					
<p>Remove support staff posts – Reconfiguration of the provision of Personal Education Plans.</p> <p>Remove support posts x 4. Support staff are critical in ensuring Childrens Services are able to fulfil their statutory requirements as a public facing operational service. The deletion of these posts along with a reduction in support to the service corporately will have a significant impact on service delivery with SW resources being diverted (inefficient). Public Consultation required. Equality Impact Assessment and Community Impact Assessment required. Cabinet Decision.</p> <p>The majority of these saving are due to take place in 2018/19 however £35,000 has been identified for 2016/17.</p> <p>The saving for 2016/17 have been identified as part of the reconfiguration in the way in which we produce Personal Education Plans (PEP's) for our looked after children. This reconfiguration will result in social workers and school based staff taking on board the responsibilities for the completion of PEP's that were previously completed by the LAC Education Coordinator with this role now providing training, and quality assurance around the completion of PEP's Funding for the re-configured service delivery will be tri funded by Children's Service, Education, and a new Pupil Deprivation Grant, and it is the inclusion of this grant funding which will realise the savings for Children's Services.</p>					

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

Version	Author	Job Title	Date
1.0	Pauline Higham	Head of Service	16.12.2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	The service re-alignment will see increased requirements placed on social workers and reductions in their ability to undertake direct work.	I	Strategic Review – The service is currently in the process of completing a full service review and social work capacity will form part of this work		
Developing the economy	N/A				

<p>Improving learner outcomes for all, minimising disadvantage</p>	<p>Social workers will have a closer relationship with the looked after child and will be well placed to work with the children and young people in order to create a PEP that meets their needs. It will also allow for Social Workers to develop a closer working relationship with schools.</p> <p>Initially consistency of quality of PEPS may be an issue.</p>	<p>F</p>	<p>The revised role of the LAC Education Coordinator will support and train social workers around the completion of PEP's, and along with the Independent Reviewing Officers will provide quality assurance over the PEP's</p>	<p>Options document available</p>	
<p>Remodelling council services to respond to reduced funding</p>					

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
<p>A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.</p>	<p>The reconfiguration of the service and continued focus on improving the educational attainment for our looked after children will continue to be a focus for the authority as part of this change.</p>	<p>I</p>	<p>The service will monitor the quality and effectiveness of PEPS as part of the review process for looked after children, but as Corporate Parents we will continue to monitor educational attainment of our looked after children.</p>		
<p>A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).</p>	<p>N/A</p>				
<p>A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.</p>	<p>N/A</p>				
<p>A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.</p>	<p>N/A</p>				

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A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>	N/A				
<i>Treating the Welsh language no less favourable than the English language</i>	N/A				
<i>Opportunities to promote the Welsh language</i>	N/A				
<i>People are encouraged to do sport, art and recreation.</i>	N/A				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	The attainment of our looked after children is a significant priority for the service and this change supports our young people to achieve their potential	N			
<i>Age</i>	N/A				
<i>Disability</i>	N/A				
<i>Gender reassignment</i>	N/A				
<i>Marriage or civil partnership</i>	N/A				
<i>Race</i>	N/A				
<i>Religion or belief</i>	N/A				
<i>Sex</i>	N/A				
<i>Sexual Orientation</i>	N/A				
<i>Pregnancy and Maternity</i>	N/A				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The reconfiguration of the service utilises grant funding for the next 3 years.	P	The reconfigured service will utilise the LAC Education Coordinator post to train and support social workers in the completion of PEP's		
Collaboration: <i>Working together with other partners to deliver.</i>	This change will enhance the working relationships between, social workers, schools, and education services.	F			
Involvement: <i>Involving those with an interest and seeking their views.</i>	N/A				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	This policy change is focuses exclusively on improving the attainment of our looked after children and ensuring they achieve their best possible educational outcomes	G			

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Additional requirement being placed on social workers	Medium	Low	Low
Does it have potential to impact on another service area?			
Yes – Education/Schools will also have an additional requirement to support the production of PEP's			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
The service has been reviewing the role of the LAC Education Coordinators for the past 18 months and various papers have been produced highlighting options for new ways of working. The guidance for Pupil Deprivation Grant which is being used to fund the service reconfiguration. In addition the Health and Social Services Well Being Act (2014) highlights the needs for Independent Reviewing Officers to ensure plans are informed, up to date and effective.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The service reconfiguration will result in an increase of work for social workers initially, however in the long term should result in high quality plans and improved outcomes for our looked after children.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	√

8. Mitigating Actions

Action	Residual Risk
Annual review as part of the spending in respect of the Pupil Deprivation Grant to ensure reconfigured service meets the educational needs of our looked after children.	Low
Strategic Review	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The service currently has a performance measure to monitor the timeliness of Personal Education Plans, this will remain in place and results will be monitored against historic trends on a quarterly basis. The service will continue to monitor the educational attainment as part of its Corporate Parenting Responsibilities. Independent Reviewing Officers will review PEP's at each LAC review in order to ensure they are meeting the child's needs. The LAC Coordinator will ensure quality as part of the quality assurance framework put in place around PEP's.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:			
Head of Service:	Pauline Higham		
Strategic Director:	Amanda Lewis		
Portfolio Holder:			

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Budget Saving	070 – Remove support posts x 4						
Service Area	Children’s Services	Head of Service	Pauline Higham	Strategic Director	Amanda Lewis	Portfolio Holder	Cllr Graham Brown

1. Cabinet Observations

General Comments
The planned service re-organisation is able to adequately mitigate the effects of this saving.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet
Strategic Review

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Legal Services	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	076 – Restructure legal team to realise greater efficiencies and savings				
Outline Summary					
To achieve savings in the overall legal services budget but to avoid risk to the authority by reducing firstly support staff and reducing fee earners in areas where a reduction can be made without effecting the level of legal service provided in that area while overall providing a good legal service to both members of the Council and its officers					

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

Version	Author	Job Title	Date
1	Nigel Vaughan	Professional Lead-Legal	20 th October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives		N			
Developing the economy		N			
Improving learner outcomes for all, minimising disadvantage		N			
<i>Remodelling council services to respond to reduced funding</i>	Reduces cost to the service	G		Business case	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Impacts negatively because of the reduction of jobs	p	Efficient management of existing staff	Business case	N
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).		N			

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N			
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N			
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N			
<i>Opportunities for persons to use the Welsh language</i>	N			
<i>Treating the Welsh language no less favourable than the English language</i>	N			
<i>Opportunities to promote the Welsh language</i>	N			
<i>People are encouraged to do sport, art and recreation.</i>				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N			
<i>Age</i>	N			
<i>Disability</i>	N			
<i>Gender reassignment</i>	N			
<i>Marriage or civil partnership</i>	N			
<i>Race</i>	N			
<i>Religion or belief</i>	N			
<i>Sex</i>	N			

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Sexual Orientation		N			
Pregnancy and Maternity		N			

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Lack of financial resources against safeguarding provision of in house legal services	G		Business Case	
Collaboration: <i>Working together with other partners to deliver.</i>		G			
Involvement: <i>Involving those with an interest and seeking their views.</i>		G			
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>		N			
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>		N			
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		N			
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			
Corporate Parenting: Enabling our looked after children to fulfil their potential.		N			

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Increases workload and exposes staff to making a mistake whilst working under pressure	Medium	Low	Low
Does it have potential to impact on another service area?			
Increase workload exposing staff to more pressure whereby a mistake can be made			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
None

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Saves money but does increase work pressure to existing staff	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Individuals workflow will be actively monitored against the amount of savings achieved

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Nigel Vaughan		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Councillor Phil Pritchard		

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Budget Saving	076 – Restructure legal team to realise greater efficiencies and savings						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Phil Pritchard

1. Cabinet Observations

General Comments
Change to low risk.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Legal Services	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving					
Outline Summary					
To achieve savings in the overall legal services budget but to avoid risk to the authority by reducing firstly support staff and reducing fee earners in areas where a reduction can be made without effecting the level of legal service provided in that area while overall providing a good legal service to both members of the Council and its officers					

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

Version	Author	Job Title	Date
1	Nigel Vaughan	Professional Lead-Legal	20 th October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives		N			
Developing the economy		N			
Improving learner outcomes for all, minimising disadvantage		N			
<i>Remodelling council services to respond to reduced funding</i>	Reduces cost to the service	G		Business case	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Impacts negatively because of the reduction of jobs	P	Efficient management of existing staff	Business case	N
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).		N			

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N			
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N			
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N			
<i>Opportunities for persons to use the Welsh language</i>	N			
<i>Treating the Welsh language no less favourable than the English language</i>	N			
<i>Opportunities to promote the Welsh language</i>	N			
<i>People are encouraged to do sport, art and recreation.</i>				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N			
<i>Age</i>	N			
<i>Disability</i>	N			
<i>Gender reassignment</i>	N			
<i>Marriage or civil partnership</i>	N			
<i>Race</i>	N			
<i>Religion or belief</i>	N			
<i>Sex</i>	N			

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Sexual Orientation		N			
Pregnancy and Maternity		N			

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Lack of financial resources against safeguarding provision of in house legal services	G		Business Case	
Collaboration: <i>Working together with other partners to deliver.</i>		G			
Involvement: <i>Involving those with an interest and seeking their views.</i>		G			
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>		N			
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>		N			
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		N			
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			
Corporate Parenting: Enabling our looked after children to fulfil their potential.		N			

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Increases workload and exposes staff to making a mistake whilst working under pressure	Medium	low	low
Does it have potential to impact on another service area?			
Increase workload exposing staff to more pressure whereby a mistake can be made			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
None

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Saves money but does increase work pressure to existing staff	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Individuals workflow will be actively monitored against the amount of savings achieved

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Nigel Vaughan		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Councillor Phil Pritchard		

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Budget Saving	077 Miscellaneous savings						
Service Area	Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Phil Pritchard

1. Cabinet Observations

General Comments
Saving relates to a single member of staff and is an administrative position. The post will be removed with effect from 1 st April 2016. Consultation is due to start in January. HR advice has been sought.
Low risk.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
8 th December 2015

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Service Area	Legal Services	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	078 – Increase legal fees payable from third parties				
Outline Summary					
To increase the amount of income from third parties by providing legal services to other councils who do not have legally qualified experts in their organisation due to staff shortages but to avoid risk to the authority and to provide a good legal service to both members of the Council and its officers					

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

Version	Author	Job Title	Date
1	Nigel Vaughan	Professional Lead-Legal	20 th October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives		N			
Developing the economy		N			
Improving learner outcomes for all, minimising disadvantage		N			
Remodelling council services to respond to reduced funding		F			

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Generating income and increasing effective work time resources	G	In house Training –effective management whilst evaluating capacity	Business case	G
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).		N			

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N			
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N			
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N			
<i>Opportunities for persons to use the Welsh language</i>	N			
<i>Treating the Welsh language no less favourable than the English language</i>	N			
<i>Opportunities to promote the Welsh language</i>	N			
<i>People are encouraged to do sport, art and recreation.</i>				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N			
<i>Age</i>	N			
<i>Disability</i>	N			
<i>Gender reassignment</i>	N			
<i>Marriage or civil partnership</i>	N			
<i>Race</i>	N			
<i>Religion or belief</i>	N			
<i>Sex</i>	N			

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Sexual Orientation		N			
Pregnancy and Maternity		N			

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.		G			
Collaboration: Working together with other partners to deliver.		G			
Involvement: Involving those with an interest and seeking their views.		G			
Prevention: Putting resources into preventing problems occurring or getting worse.		N			
Integration: Positively impacting on people, economy and environment and trying to benefit all three.		N			
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		N			
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			
Corporate Parenting: Enabling our looked after children to fulfil their potential.		N			

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Inability to generate income	Medium	Low	Low
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Generates income but does increase work pressure to existing staff	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Level of income will be monitored.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Nigel Vaughan		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:			

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Budget Saving	078 – Increase legal fees payable from third parties						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Phil Pritchard

1. Cabinet Observations

General Comments
We currently undertake conveyancing for other authorities as well as providing legal services to National Parks. This proposal will increase the fees charged to those authorities.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Legal & Democratic Services	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	079 – Misc. savings from various budget lines 080 – Explore increasing recharge costs to National election				
Outline Summary					
1. Reduction in various cost centres including photocopying, publicity, and training in budget FS230. 2. Increase revenue from national elections – ensure that the RO is charged a share of the internal Council recharges for Finance, Legal, IT and office accommodation.					

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

Version	Author	Job Title	Date
1	Sandra Matthews	Principal Elections officer	14/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	Contributing to Budget Savings	N			N

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Increasing revenue from National Elections will help make it a more sustainable service.	N			N
Collaboration: <i>Working together with other partners to deliver.</i>	N/A				
Involvement: <i>Involving those with an interest and seeking their views.</i>	N/A				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Potentially sending the Returning Officer over the maximum recoverable amount for a particular election	Low	Low	
Does it have potential to impact on another service area?			
Reduction in photocopying will mean less work being sent to the reprographics team.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
None

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Most of these savings are a reduction in budget which will require a change of business process but will have little impact on delivery to customer.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	Low

8. Mitigating Actions

Action	Residual Risk
NONE	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Assess impact of reduction in training events on the staff knowledge base during IPRs.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Sandra Matthews		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Councillor Phil Pritchard		

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081 Introduce
charge of £20 for ea

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Service Area	Legal & Democratic Services	Head of Service	Clive Pinney	Strategic Director	N/A
Policy / Change Objective / Budget Saving	082 – Introduce charging £20 for credit confirmation letters for electors for credit purposes				
Outline Summary					
Charging £20 for a confirmation of registration /proof of residence letter, which is usually required by electors for credit purposes.					

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

Version	Author	Job Title	Date
1	Sandra Matthews	Principal Elections officer	14/10/2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Additional burden on a person potentially already having financial issues.	I		Benchmark against charges made in other Local Authorities	I
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	Increase income will reduce budget saving	I			I

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	N/A				
Involvement: Involving those with an interest and seeking their views.	N/A				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
None

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	Low

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
N/A

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Sandra Matthews		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Councillor Phil Pritchard		

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Service Area	Legal & Democratic Services	Head of Service	Clive Pinney	Strategic Director	N/A
Policy / Change Objective / Budget Saving	083 – Recover full costs of clerical costs of running Town and Community Council elections				
Outline Summary					
Ensure that the Council recovers the full costs of administrating community Council elections – we will need to review local government fees and charges order and how this will be implemented before we are in a position to assess the impact of increased charges.					

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

Version	Author	Job Title	Date
1	Sandra Matthews	Principal Elections officer	14/10/2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
<i>Remodelling council services to respond to reduced funding</i>	Increasing income will reduce budget saving				

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	N/A				
Involvement: Involving those with an interest and seeking their views.	N/A				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

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

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Sandra Matthews		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Councillor Phil Pritchard		

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Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	084 – Additional annual income not identified by PWC less (a) proposed income from Birth Certificates, and (b) adopting realistic 2 premises licences a month				
Additional annual income identified by PWC less a) proposed income from registration of births by declaration; and b) adopting realistic 2 premises licences per month and including increase in both premises licence fees and discretionary fees for provision of civil ceremonies at licenced premises					

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

Version	Author	Job Title	Date
2	Bronwyn Curnow	Registration Service Manager	09 December 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Maintain level of service provision	G	Service will no longer run at a financial loss to Powys County Council	Financial records	G
Developing the economy	Maintaining Powys as a wedding destination of choice	G	Increased tourism by people attending ceremonies from outside of Powys & Wales	Number of ceremonies being booked from outside of Powys	G
Improving learner outcomes for all, minimising disadvantage	Provision of long term career prospects in the civil Registration Service	F	Permanent contracts for Registration Staff	Lack of applications when posts advertised as zero hour contracts	
Remodelling council services to respond to reduced funding	Increased fees will dispose of shortfall in budget	G	Regular review of fees charged		

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Encouraging "Ceremony Tourism" results in more money coming into the local economy plus upskilling of registration staff	G	Promoting Powys as a "ceremony destination"		

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Provision of an efficient service registering key events in the lives of residents	G	Where permissible by law, the Registration Service actively works with partners but part time hours does restrict this ability.	Number of partners we work with both in central/local government and through services such as Tell Us Once	G
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Registration of life events and ceremonies are offered bilingually where one or both partners are Welsh speaking	F	Recruitment of Welsh speaking staff of the right calibre, which has always proved to be very difficult	Lack of response to vacancy adverts by Welsh speaking members of the public	F
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data	I			
<i>Age</i>					

<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>	Ensuring that succession planning is in place for an aging staff profile and that any vacancies are advertised and filled promptly. Registration is a highly specialised area of expertise and the "learning curve" is extremely steep.		The Registration Service can also be affected by legislation passed by the UK Government eg policies affecting marriage laws		
<i>Collaboration: Working together with other partners to deliver.</i>					
<i>Involvement: Involving those with an interest and seeking their views.</i>					
<i>Prevention: Putting resources into preventing problems occurring or getting worse.</i>					
<i>Integration: Positively impacting on people, economy and environment and trying to benefit all three.</i>					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					

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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.	Prevention of identity theft and the timely reporting of suspicious or potential sham marriages to the Immigration Authorities.	G			
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Changes in UK Government policy regarding civil registration	Low	Low	Low
Does it have potential to impact on another service area?			
It would depend on the nature of any changes from the UK Government			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Fees for premises licences has not increased since 01 April 2009. The discretionary fees charged for civil ceremonies and non-statutory ceremonies have not been increased since 01 April 2012 which has resulted in falling revenue for the Powys Registration Service. Fees should be revised upward and reviewed on an annual basis to ensure that the running of the service does not impact adversely on the budget and that the Powys Registration Service operates on a cost neutral basis.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitoring of Registration Service Budget and number of premises licence and civil ceremonies at licenced premises taking place throughout the year

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		09/12/2015
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Budget Saving	084 – Additional annual income not identified by PWC less (a) proposed income from Birth Certificates, and (b) adopting realistic 2 premises licences a month						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
Outline Summary – remove comment ‘which will be illegal’.
Section 5 – include risk ratings.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	085 – Additional annual income not identified by PWC – increase non-refundable booking fees for weddings from £20 to £40 civil ceremonies				
Outline Summary					
Increase of non-refundable booking fees from £20 to £40					

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

Version	Author	Job Title	Date
2	Bronwyn Curnow	Registration Service Manager	09 December 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Ensuring that the initial administrative costs of booking ceremonies by telephone or online, together with stationery, printing and staff costs are met and encourage only those ceremonies which have a strong likelihood of proceeding	F		Number of cancellations of ceremonies throughout the year	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Possible complaints regarding the increased booking fee	Low	Low	Low
Does it have potential to impact on another service area?			
n/a			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Since the introduction of the non-refundable non-deductible booking fee by the Powys Registration Service around 2014, there have been no complaints from members of the public as this ensures that the date and time of the ceremony is guaranteed. It also ensures the Registration Service that any ceremonies booked are not merely speculative and possibly blocking genuine bookings.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
n/a	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitoring of customer reaction to increase either by comments or customer surveys

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		09 December 2015
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

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Budget Saving	085 – Additional annual income not identified by PWC – increase non-refundable booking fees for weddings from £20 to £40 civil ceremonies						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	086 – Increase postage & admin fee from £1 to £2				
Outline Summary					
Increase of postage charged to send copy certificates by post from currently £1 to £2					

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

Version	Author	Job Title	Date
1			

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Future proofing against increases in first class mail charges and increased cost of stationery; requests for special/recorded/airmail delivery will be charged at the current Royal Mail charges	P		Royal Mail charges	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Possible reduction in people requesting postage of certificates	Low	Low	Low
Does it have potential to impact on another service area?			
n/a			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The postage fee has not been increased since 2009 despite increases in charges by Royal Mail for first class post and stationary costs	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
n/a	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitoring of people calling in to collect certificates against the number of people paying the increased postage

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

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Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	087 – Restrict statutory weddings at £46 to Mon-Fri only				
Outline Summary					
The Registration Service is obliged to provide civil ceremonies at a statutory fee of £46.00 per couple. This proposal is to restrict civil ceremonies at this fee to take place Monday – Friday only and thereby save fees paid to Registrars and staff from Premises who may need to open up council offices where these ceremonies take place. This will remove a loss of £62 per ceremony					

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

Version	Author	Job Title	Date
2	Bronwyn Curnow	Registration Service Manager	09 December 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Removal of loss of £62 per wedding when these ceremonies take place in council buildings on a Saturday	F		Restrictions of the statutory fee wedding to weekdays is common practice among other registration districts in England and Wales	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data	I			
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Reputational risk / political controversy	Low	Low	Low
Does it have potential to impact on another service area?			
Possible loss of small amount of income to Premises when they are not required to open up council buildings at weekends for ceremonies.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Restrictions of the statutory fee wedding to weekdays is common practice among other registration districts in England and Wales

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Restriction of ceremonies at the statutory fee of £46 to Monday – Friday will save on additional fees paid to Registrars and Caretakers and will reduce the loss of £62 per ceremony, thus making the Powys Registration Service cost neutral	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
n/a	

9. On-going monitoring arrangements?

Number of ceremonies taking place at the statutory fee Monday - Friday

Cyngor Sir Powys County Council
Single Integrated Impact Assessment (SIIA)
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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

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Budget Saving	087 – Restrict statutory weddings at £46 to Mon-Fri only						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
Section 5: Reputational risk / political controversy

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	088 – Increase a full cost recovery Wedding fee for Saturdays of £160				
Outline Summary					
<p>Increase a full cost recovery Wedding fee for Saturdays of £160.</p> <p>The Registration Service is obliged to provide civil ceremonies at a statutory fee of £46.00 per couple. When these ceremonies take place on a Saturday, there are additional costs to the Powys Registration Service for the registrars to attend together with the costs charged by Premises for a caretaker to open and close the Council office where the ceremony takes place.</p>					

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

Version	Author	Job Title	Date
1	Bronwyn Curnow	Registration Service Manager	09 December 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Removal of loss of £62 per wedding when these ceremonies take place in council buildings on a Saturday	P		Statutory ceremonies charged at full cost recovering is common practice among other registration districts in England and Wales	G

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
People opt for mid-week ceremony at lower price	Low	Low	Low
Does it have potential to impact on another service area?			
Possible loss of small amount of income to Premises when they are not required to open up council buildings at weekends for ceremonies.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Statutory ceremonies charged at full cost recovering is common practice among other registration districts in England and Wales

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Restriction of ceremonies at the statutory fee of £46 to Monday – Friday will save on additional fees paid to Registrars and Caretakers and will reduce the loss of £62 per ceremony, thus making the Powys Registration Service cost neutral			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
n/a	

9. On-going monitoring arrangements?

Number of ceremonies at the statutory fee taking place on a Saturday.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

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Budget Saving	088 – Increase a full cost recovery Wedding fee for Saturdays of £160						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
Risk in Section 5: People opt for mid-week ceremony at lower price.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	089 – Increase fee for using the Chambers for weddings from £100 to £200				
Outline Summary					
<p>Increase fee for using the Council Chambers for weddings from £100 to £200 with full cost recovery ceremonies on Saturdays (£310). Until April 2009, members of the public were able to have a civil ceremony at the statutory fee of £46 even though the ceremonies in the Council Chambers at Neuadd Maldwyn and Powys County Hall can accommodate guests of 86 and 90 people respectively. The fee was raised in 2009 to reflect the size of the room and the number of guests that could be seated for the ceremony.</p>					

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

Version	Author	Job Title	Date
1	Bronwyn Curnow	Registration Service Manager	09 December 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
Remodelling council services to respond to reduced funding	Increase fee for use of Council Chambers to compensate for lack of fee increase since 2009 and also make ceremonies in the Chamber on a Saturday fully cost recoverable. This will assist with making the Powys Registration Service cost neutral	P		Common practice among English and Welsh registration districts to increase fees dependent on number of guests at ceremonies in council premises. Also to make ceremonies on a Saturday fully cost recoverable	G

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					

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<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>					
Collaboration: <i>Working together with other partners to deliver.</i>					
Involvement: <i>Involving those with an interest and seeking their views.</i>					
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>					
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>					

Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Reduced bookings at weekends	Low	Low	Low
Does it have potential to impact on another service area?			
Possible loss of small amount of income to Premises when they are not required to open up council buildings at weekends for ceremonies.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Statutory ceremonies charged at full cost recovery as well as charging increased fees dependent on number of guests attending at Council premises is common practice among other registration districts in England and Wales

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Increase fee for use of Council Chambers to compensate for lack of fee increase since 2009 and also make ceremonies in the Chamber on a Saturday fully cost recoverable. This will assist with making the Powys Registration Service cost neutral			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
n/a	

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9. On-going monitoring arrangements?

Number of ceremonies at the proposed increased fees taking place in the Council Chambers at Neuadd Maldwyn and Powys County Hall on a Saturday.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		09 December 2015
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

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Budget Saving	089 – Increase fee for using the Chambers for weddings from £100 to £200						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
Section 5: Risk – Reduced bookings at weekends.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	090 – Introduce fees for weddings in larger decommissioned rooms				
Outline Summary					
At the present time, civil ceremonies at the statutory fee of £46 can take place in a number of rooms which are licenced in council buildings. These rooms can accommodate wedding parties ranging from 10 to 36 in size. It is therefore proposed that civil ceremonies at statutory fees should only take place in the registration office where a maximum of 6 people are present (i.e. two registrars, and the bridal party and two witnesses). The larger rooms, which can accommodate larger number of guests, would be re-licenced and a higher fee levied for ceremonies Monday – Friday, with full cost recovery for ceremonies on a Saturday.					

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

Version	Author	Job Title	Date
1	Bronwyn Curnow	Registration Service Manager	09 December 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				

<p>Remodelling council services to respond to reduced funding</p>	<p>Ceremonies at statutory fees of £46 will still be available for those who wish to marry in the registration office with only two witnesses present. Couples will also have a choice of booking a larger room should they wish to have other guests present.</p> <p>This will assist with making the Powys Registration Service cost neutral.</p> <p>Common practice among English and Welsh registration districts to offer ceremonies at the statutory fee in registration offices with a maximum of 6 people present. Increase and to offer ceremonies in rooms where larger number of guests can be accommodated at a higher fee. Also to make ceremonies on a Saturday fully cost recoverable.</p>	<p>F</p>			
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3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
<p>A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.</p>	<p>n/a</p>				
<p>A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).</p>	<p>n/a</p>				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Possible complaints regarding the use of registration offices for ceremonies	Low	Low	Low
Does it have potential to impact on another service area?			
Possible loss of small amount of income to Premises when they are not required to open up council buildings at weekends for ceremonies.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Common practice among English and Welsh registration districts to offer ceremonies at the statutory fee in registration offices with a maximum of 6 people present. increase and to offer ceremonies in rooms where larger number of guests can be accommodated at a higher fee Also to make ceremonies on a Saturday fully cost recoverable

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Common practice among English and Welsh registration districts to offer ceremonies at the statutory fee in registration offices with a maximum of 6 people present. increase and to offer ceremonies in rooms where larger number of guests can be accommodated at a higher fee Also to make ceremonies on a Saturday fully cost recoverable	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
n/a	

9. On-going monitoring arrangements?

Number of ceremonies taking place in Registration Offices as opposed to the proposed de-commissioned rooms in the same council buildings.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		09 December 2015
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

Cyngor Sir Powys County Council
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Budget Saving	090 – Introduce fees for weddings in larger decommissioned rooms						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Powys Registration Service	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	091 – Eradicate losses for providing services in outlying registrars offices				
Outline Summary					
Powys Registration Service currently provides services at Hay on Wye, Builth Wells, Llanidloes, Knighton, Llanfyllin and Machynlleth where the registrar only attends when an appointment is requested by the service user. Registrars are paid to cover these offices as well as travelling expenses to/from their designated base. It is proposed that these offices are either closed altogether with services concentrating on Ystradgynlais, Brecon, Llandrindod Wells, Newtown and Welshpool.					

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

Version	Author	Job Title	Date
1	Bronwyn Curnow	Registration Service Manager	26 October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Maintain service provision at centrally located core offices	G	Depending on demand on central offices there may be a case to offer increased hours at those locations	Anecdotal evidence that members of the public are already using centrally located core offices	G
Developing the economy	May cause some inconvenience to members of the public	P	Depending on demand on central offices there may be a case to offer increased hours at those locations	As above	F
Improving learner outcomes for all, minimising disadvantage	n/a				
Remodelling council services to respond to reduced funding	Reduction of expenses, including office rental costs, will dispose of shortfall in budget	G	Service will no longer run at a financial loss to Powys County Council	Financial records	G

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					

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<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Insufficient data				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>					
Collaboration: <i>Working together with other partners to deliver.</i>					
Involvement: <i>Involving those with an interest and seeking their views.</i>	6 month consultation to be undertaken and review of other options in respect of Machynlleth				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>					
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>					

Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Increased demand at centralised offices		Low	
Does it have potential to impact on another service area?			
n/a			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Budget exercise indicated the cost to the Registration Service for provision of the outstation service, all of which are in deficit.

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Budget exercise indicated the cost to the Registration Service for provision of the outstation service, all of which are in deficit.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	x

8. Mitigating Actions

Action	Residual Risk
See above	

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9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
A six month consultation will take place prior to the closure of any of the outstations

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Bronwyn Curnow		26 October 2015
Head of Service:	Clive Pinney		
Strategic Director:			
Portfolio Holder:			

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Service Area	Democratic Services	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	092 – Misc. savings from various budget lines				
Outline Summary					
£10,820 Miscellaneous Savings from Members Budget					

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

Version	Author	Job Title	Date
1	Steve Boyd	Cabinet Manager	11 Dec 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a	N			
Remodelling council services to respond to reduced funding	Contributes to savings	F			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	n/a				
Collaboration: Working together with other partners to deliver.	n/a				
Involvement: Involving those with an interest and seeking their views.	Cabinet and Members have been consulted through the budget workshop process.			Cabinet report and workshop documentation	
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Member resistance which leads to failure to deliver the saving	Low	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Members contribution toward budget savings	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monthly budget reports

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Steve Boyd		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Phil Pritchard		

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Budget Saving	092 – Misc. savings from various budget lines						
Service Area	Corporate Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
Risk: Member resistance which leads to failure to deliver the saving.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Democratic Services	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	093 – Reduce catering budget				
Outline Summary					
Reducing tea and coffee to Members					

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

Version	Author	Job Title	Date
1	Steve Boyd	Cabinet Manager	20 Oct 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Contributes to savings	f			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/a				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/a				
Collaboration: Working together with other partners to deliver.	N/a				
Involvement: Involving those with an interest and seeking their views.	Cabinet and Members have been consulted through the budget workshop process	N		Cabinet report and workshop documentation	
Prevention: Putting resources into preventing problems occurring or getting worse.	N/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
None	low	low	low
Does it have potential to impact on another service area?			
Catering – loss of revenue			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Members contribution toward budget savings	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	x

8. Mitigating Actions

Action	Residual Risk
none	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monthly budget reports

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Steve Boyd		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:			

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Service Area	Democratic Services	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	095 – Reduce travel expenses				
Outline Summary					
Reduce Members travel expenses from £105k by increased use of video conferencing, car sharing, reduction in meetings and reduction in membership of committees					

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

Version	Author	Job Title	Date
1	Steve Boyd	Cabinet Manager	20 Oct 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	Contributes to savings	F			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	Reduction in member travel	F			

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	n/a				
Collaboration: Working together with other partners to deliver.	Cabinet and Members have been consulted through the budget workshop process			Cabinet report and workshop documentation	
Involvement: Involving those with an interest and seeking their views.	n/a				
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Members not car sharing, no reduction in the number of meetings or reduction in committee membership			
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Members' contribution toward budget savings			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
		x	

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monthly budget reports

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Steve Boyd		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Phil Pritchard		

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Service Area	Democratic Services	Head of Service	Clive Pinney	Strategic Director	
Policy / Change Objective / Budget Saving	096 – Reduce Professional Subscription				
Outline Summary					
Reduce Members professional subscriptions from £102,560					

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

Version	Author	Job Title	Date
1	Steve Boyd	Cabinet Manager	20 Oct 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a	N			
Remodelling council services to respond to reduced funding	Contributes to savings	F			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	n/a				
Collaboration: Working together with other partners to deliver.	n/a				
Involvement: Involving those with an interest and seeking their views.	Cabinet and Members have been consulted through the budget workshop process.			Cabinet report and workshop documentation	
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
None	Low	Low	low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Members contribution toward budget savings	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	x

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monthly budget reports

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Steve Boyd		
Head of Service:	Clive Pinney		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Phil Pritchard		

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Service Area	Business Services	Head of Service	Mr Mark Evans	Strategic Director	Mr David Powell
Policy / Change Objective / Budget Saving	099 – Review of Executive				
Outline Summary					
Business Services have been asked to review the existing provision of PA / Secretarial support for the Authority. The review includes Members, Chief Executive, Strategic Directors, Heads of Service and Senior Officer Support.					

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

Version	Author	Job Title	Date
V1	Nicola Williams	Project Manager – Business Services	15 th December 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A	N			
Developing the economy	N/A	N			
Improving learner outcomes for all, minimising disadvantage	N/A	N			
<i>Remodelling council services to respond to reduced funding</i>	Review provision of existing PA/ Secretarial Support to realise efficiencies	G		Report to Chief Executives Management Team from Head of Business Services	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Efficient use of resources in order to meet the Council’s Financial target	F		Management Team Report	

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>	N/A				
<i>Treating the Welsh language no less favourable than the English language</i>	All staff will be consulted with equally	G		Management Report, various communications to staff	
<i>Opportunities to promote the Welsh language</i>	N/A				
<i>People are encouraged to do sport, art and recreation.</i>	N/A				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	All staff will be consulted with equally	F		Management Report, various communications to staff	
<i>Age</i>					
<i>Disability</i>					

Gender reassignment					
Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	The review will look at the future use of technology for future provision of service to potentially create efficiencies. Meetings have been arranged with all Managers to obtain their requirements and views for future service delivery.	F		Management Team Report	
Collaboration: <i>Working together with other partners to deliver.</i>	N/A				
Involvement: <i>Involving those with an interest and seeking their views.</i>	An initial meeting has taken place with all staff and the Strategic Director (Resources). All staff have received a communication from the Chief Executive, Head of Business Services and the Officer assigned to lead on the work. A communication has also been sent to the Unions and HR. Meetings have been arranged with all Managers to obtain their requirements and views for future service delivery. In addition all staff are being engaged with through Surgery type meetings either individually or in small groups.	G		One to one meetings with Line Managers. Surgery type meetings with staff either individually or in small groups. E-mail correspondence to Managers and staff.	

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Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Less efficient service delivery; 2. Failure to achieve level of savings required.	Medium	Low	Low
Does it have potential to impact on another service area?			
- Yes this work will have an impact across all service areas within the council.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
A review is currently taking place of the Council's PA / Secretarial support which will shape the future provision of this service.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			x

8. Mitigating Actions

Action	Residual Risk
Staff consultation and engagement	
HR and unions involved in process	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Feedback from Managers and Staff.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Nicola Williams		15 th December 2015
Head of Service:	Mark Evans		15 th December 2015
Strategic Director:	David Powell		15 th December 2015
Portfolio Holder:	Cllr Phil Pritchard		15 th December 2015

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Budget Saving	099 – Review of Executive						
Service Area	Chief Executives and Communications	Head of Service	Mark Evans	Strategic Director	David Powell	Portfolio Holder	Cllr Phil Pritchard

1. Cabinet Observations

General Comments
Section 5 – Risk 1 – Less efficient service delivery. Probability Low. Inherent Risk Low.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Chief Executives	Head of Service		Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	100 – Reduction in allowance for Council chair and Shires chairs				
Outline Summary					
To reduce the level of funding given to the Chairman of Council and Shire Chairs which is used for fundraising and promoting Powys.					

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

Version	Author	Job Title	Date
1	Elizabeth Protheroe	Personal Assistant to the Chairman of the Council/Board	8 th January 2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	This saving will contribute the Council's reduced funding.	F		Because this is a 'hands on' way of promoting Powys, there is no documented evidence to support the important role of the Chairman.	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	n/a				
Collaboration: Working together with other partners to deliver.	n/a				
Involvement: Involving those with an interest and seeking their views.	n/a				
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

9. On-going monitoring arrangements?

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

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Elizabeth Protheroe		08/01/2016
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Budget Saving	100 – Reduction in allowance for Council chair and Shires chairs						
Service Area	Chief Executives & Member Services	Head of Service	n/a	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	CEMS	Head of Service	Anya Richards	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	102 – Removal of Communications staff from Emergency Rota				
Outline Summary					
Budget Saving 16/17 removal of comms staff from emergency rota saving 12K					

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

Version	Author	Job Title	Date
1	AR	Senior Comms Manager	1 October

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	AR/JE provide informal on call service without cost	N	AR/JE provide best informal on call service without cost and Emergency Planning contacts HoS & Dirs	Previous instances of being called out	
Developing the economy	As above	N	As above	As above	
Improving learner outcomes for all, minimising disadvantage	As above	N	As above	As above	
Remodelling council services to respond to reduced funding	As above	N	As above	As above	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	N/A				
Collaboration: <i>Working together with other partners to deliver.</i>	Emergency Planning will use the systems in place to deliver the service				
Involvement: <i>Involving those with an interest and seeking their views.</i>	N/A				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
AR/JE unavailable	L	L	L
Does it have potential to impact on another service area?			
Emergency Planning will use existing processes and contact the HoS or Dir on the rota			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
This will have a neutral impact provided Emergency Planning use existing procedures. AR/JE will continue to provide informal service and can be contacted.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	Low

8. Mitigating Actions

Action	Residual Risk
Inform Emergency Planning post budget decision.	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
N/A

10. Sign Off

Position	Name	Signature	Date
Service Manager:			
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	CEMS	Head of Service	Anya Richards	Strategic Director	Chief Executive
Policy / Change Objective / Budget Saving	105 – Budget Saving £21K on events budget 16/17				
Outline Summary					
The total PR budget for events (known as the RWS budget) is currently £42K. This covers RWS, Winter Fair, Staff Awards and supports other events eg Leadership Conference. This saving will reduce the budget to £21K					

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

Version	Author	Job Title	Date
1	AR	Senior Comms Manager	1 Oct 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Potentially reduces the council’s ability to promote the county positively at public facing and staff events	P	Explore potential with other services/partners to contribute to cost and running of events		F
Developing the economy	As above	P	As above		F
Improving learner outcomes for all, minimising disadvantage	As above	P	As above		F
Remodelling council services to respond to reduced funding	As above	P	As above		F

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Participating in events shows the county and the council in a positive and vibrant light	P	Explore potential with other services/partners to contribute to cost and running of events would still allow us to promote the county positively		F
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

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A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Participating in events allows us to promote a range of health and wellbeing issues	P	Explore potential with other services/partners to contribute to cost and running of events would still allow us to promote the county positively		F
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Participating in events allows us to promote Powys as attractive, viable, safe and well connected.	P	As above		F
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Participating in events allows us promote the county's cultural heritage and welsh language and show how vibrant and lovely the county is to all	P	Explore potential with other services/partners to contribute to cost and running of events would still allow us to promote the county positively		F
<i>Opportunities for persons to use the Welsh language</i>	Welsh language is promoted and people are encouraged and able to speak in Welsh	P	As above		F
<i>Treating the Welsh language no less favourable than the English language</i>	As above	P	As above		F
<i>Opportunities to promote the Welsh language</i>	As above	P	As above		F
<i>People are encouraged to do sport, art and recreation.</i>	As above	P	As above		F
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	The impacts will be the same				
<i>Age</i>	N/A				
<i>Disability</i>	N/A				
<i>Gender reassignment</i>	N/A				
<i>Marriage or civil partnership</i>	N/A				
<i>Race</i>	N/A				
<i>Religion or belief</i>	N/A				

Sex	N/A				
Sexual Orientation	N/A				
Pregnancy and Maternity	N/A				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	Public perception of PCC as actively promoting the county diminishes	P	Explore potential with other services/partners to contribute to cost and running of events would still allow us to promote the county positively		F
Collaboration: <i>Working together with other partners to deliver.</i>	Public perception of working with partners could improve	F	As above		G
Involvement: <i>Involving those with an interest and seeking their views.</i>	Reduces opportunities for direct engagement	P	As above		F
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	Public perception of PCC as actively promoting the county diminishes	P	Explore potential with other services/partners to contribute to cost and running of events would still allow us to promote the county positively		f
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Participating in events shows the county and the council in a positive and vibrant light. Public perception of PCC as actively promoting the county diminishes if we are not present.	M	M	<
Does it have potential to impact on another service area?			
Services may not be able to be represented at major events, and some services may have to contribute to costs and organisation of events.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
Explore potential with other services/partners to contribute to cost and running of events would still allow us to promote the county positively	L
Increase the use of Members at these functions	
Cabinet members to buy their own tickets to events	

9. On-going monitoring arrangements?

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

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Anya Richards	A Richards	1 October 15
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Budget Saving	105 Reduction in events						
Service Area	Chief Executive & Member Services	Head of Service	Anya Richards	Strategic Director	Jeremy Patterson	Portfolio Holder	Cllr Phil Pritchard

1. Cabinet Observations

General Comments
This budget has traditionally only covered RWS, Winter Fair and Staff Awards. The National Eisteddfod had an allocated budget as this was a one-off.
It was the view of a considerable number of Members at the Member Seminars that the Council should use Members at these functions to help reduce costs, and that Cabinet members should not enjoy free tickets to events.
Change to a low risk.

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

3. Additional Mitigation

Further mitigation requested by Cabinet
Increase the use of Members at these functions
Cabinet members to buy their own tickets to events

4. Sign-off by Cabinet

SIIA Approved by Cabinet
8 th December 2015

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Service Area	CEMS	Head of Service	Anya Richards	Strategic Director	Chief Executive
Policy / Change Objective / Budget Saving	106 – Stopping lease car				
Outline Summary					
Member of staff chose not to renew lease car – £2000 saving					

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

Version	Author	Job Title	Date
1	Anya Richards	Senior Communications Manager	1 st October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	N/A				

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A (applies to all in the section)				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					

A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development	N/A all through this section				
Long Term: <i>Balancing short term need with long term and planning for the future.</i>					
Collaboration: <i>Working together with other partners to deliver.</i>					
Involvement: <i>Involving those with an interest and seeking their views.</i>					
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>					
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
No impact on service delivery other travel arrangements in place. Potential increased cost of mileage reimbursement	L	L	L
Does it have potential to impact on another service area?			
Potential increased cost of mileage reimbursement. Potential increase use of pool car			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			L

8. Mitigating Actions

Action	Residual Risk
Greater use of Lync to reduce travel	L

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
N/A

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Anya Richards	A Richards	1 October 15
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	107e – Income Saving from PWC Review				
Outline Summary					
Income Generation – To create a commercial model for corporate fraud					

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

Version	Author	Job Title	Date
1	David Morris	Professional Lead – Income & Awards	11/1/16

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>	Positively impact as an income stream		None as positive	None as yet other than when product is developed and rolled out	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	None				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	none				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	none				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	none				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	none				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	none				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	None				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	n/a				
Collaboration: Working together with other partners to deliver.	n/a				
Involvement: Involving those with an interest and seeking their views.	n/a				
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
No risk	None	Low	None
Does it have potential to impact on another service area?			
no			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
None at this time as product is unknown

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
No risk of impact. More known possibly when product is known.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X


8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
None

10. Sign Off

Position	Name	Signature	Date
Service Manager:	David Morris		11/1/16
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Budget Saving	107e – Income Saving from PWC Review						
Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell	Portfolio Holder	Cllr Wynne Jones

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	110 – Progression of e-mail correspondence 112 – Progression of e-mail correspondence				
Outline Summary					
Reduction in postage and stationary from Powys County Council due to increased use of alternative communication methods.					

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

Version	Author	Job Title	Date
V1	Anne Marie Davies / Graham Evans	Professional Leads – Business Support and Employment Services	15/10/15
V2	Anne Marie Davies / Graham Evans	Professional Leads – Business Support and Employment Services	23/10/15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	Review current needs and levels of postage and stationary, rationalising wherever possible	F	Improve communication and awareness and sustain this message. Potential systems enhancements	Baseline data. Employment Services and Business Support Working Groups	G

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Universal, optional service	N	Engagement with customers	Dialog with customers	N
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	Work with other services and employees	F			
Involvement: Involving those with an interest and seeking their views.	Consultation and awareness with employees and services	F			
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	Accessibility of data	F			
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Inadequate take up resulting in failure to achieve savings	Low	Medium	Low
Does it have potential to impact on another service area?			
All service areas, employees and customers			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Progression of e-mail correspondence (Business Support and Employment Services) through review of current needs and levels of postage and stationary with services, customers and employees. Implementation of outcomes of Review should lead to a reduction in postage and stationary from Powys County Council and an increase in use of alternative communication methods.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low Risk

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Employment Services / Business Support Working Groups / Service Management Team Meeting / data analysis

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Anne Marie Davies / Graham Evans		23/10/15
Head of Service:	Mark Evans		23/10/15
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Pritchard		

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	113 – Service Re-Design				
Outline Summary					
Reduction of 2 FTE in Income and Awards - £58k saving – Movement to centralised services in Student finance and Benefit fraud has resulted in 2 vacant posts					

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

Version	Author	Job Title	Date
V1	DJM	Professional Leads – Income and Awards	15/10/15

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	Reduced funding from central gov funds and need for reduced cost of service help to achieve this priority	G	There are no negative impacts as service has been centralised	Baseline data.	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	NA				
Involvement: Involving those with an interest and seeking their views.	NA				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	NA				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
No risk	Low	Medium	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Both benefit fraud and student awards have become centralised services. There as the service will be continuing removing these posts will have no negative impact on Powys Council or its citizens			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			LOW

8. Mitigating Actions

Action	Residual Risk
None required	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
None

10. Sign Off

Position	Name	Signature	Date
Service Manager:	David Morris		15/10/15
Head of Service:	Mark Evans		15/10/15
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Wynne Jones		

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Service Area	Income and Awards	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	114 – Staff Vacancies				
Outline Summary					
Income and Awards Service Re-Design - £68k – To improve the efficiency and customer experience of the Income and Awards service by identifying actual customer need, eliminating failure and re-designing the service to fit with the customer purpose. This is a joint project with Customer Services.					

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

Version	Author	Job Title	Date
Version 1	David Morris	Income and Awards Manager	15 th October 2015

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	Decision making at first point of contact with greater access in Local Communities. Taking a holistic view and better understanding of the customer’s needs.	G		Customer Survey Satisfaction. End to end times and increase in drop in sessions. Business Case and Project Business Case.	
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	Reducing failure and improving design of service to realise efficiencies	G	Review of rest of Income and Awards services	Customer Survey Satisfaction. End to end times and increase in drop in sessions. Business Case and Project Business Case.	E

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	Team support to support Powys citizens directly to improve financial health and therefore quality of life.	F	Improving links with third sector, organisations to create partnership approach	Customer Survey Satisfaction. End to end times and increase in drop in sessions. Business Case and Project Business Case.	G
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	Connecting to the customers locally within their communities with drop in sessions	F	As above	As above	G
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	Maintaining current level of service by providing information in Welsh.	N			
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					

<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	Universal service	N	Increase monitoring all 9 protected characteristics		F
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>	Ethnicity monitoring				
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	N/A				
Collaboration: <i>Working together with other partners to deliver.</i>	Improve collaboration with third sector partners and agencies e.g. DWP and internal partners	F	Customer Services review, welfare reform.	Customer Survey Satisfaction. End to end times and increase in drop in sessions. Business Case and Project Business Case.	G
Involvement: <i>Involving those with an interest and seeking their views.</i>	Talking to customers and partners	G	N/A	As above	

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Prevention: Putting resources into preventing problems occurring or getting worse.	Preventing people going into financial difficulties	F	Partnership working	As above	G
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	Improving customer service with additional benefits to partners and internal services. Improving financial health of citizens with potential benefits to the local economy	F	N/A	As above	
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Preventing people going into financial difficulties	F	Partnership working	As above	G
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
See risk register	Low	Low	Low
Does it have potential to impact on another service area?			
Customer Services / Housing / Social Care			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Service redesign across Income and Awards will seek to put the customer first and will be looking to improve efficiency (and reduce cost) but also the service the customer receives to offer excellent value for money. .			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

8. Mitigating Actions

Action	Residual Risk
None	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
In line with being managed through project risk registers and Project Governance

10. Sign Off

Position	Name	Signature	Date
Service Manager:	David Morris		15/10/15
Head of Service:	Mark Evans		15/10.15
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Wynne Jones		

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Service Area	Professional Services	Head of Service	Jason Lewis	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	117 – Redesign of Internal Audit Service				
Outline Summary					
Redesign of internal Audit Service delivery model based upon assessed organisational need at a 20% reduced cost. All delivery options will be considered including partnership with another provider and delivery via a contractual relationship with a third party or external organisation.					

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

Version	Author	Job Title	Date
V1	Jason Lewis	Head of Professional Services and Commissioning	27/10/15

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
Remodelling council services to respond to reduced funding	The objective contributes clearly to this priority by remodelling the Internal Audit Service so that it can be delivered at a reduced cost whilst increasing service quality and resilience	E	A number of opportunities are being explored including a regional model of service delivery which meets both Council and Welsh Government ambitions or a greater degree of collaboration in public service delivery, particularly amongst support functions.	Budget Principles, One Powys Plan, Council Statement of Intent, White Paper – Reforming Local Government	E

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This objective contributes to this goal from an efficient use of resources perspective.	E	The efficiencies being proposed are believed to be the maximum without introducing concern over the level of resources available to deliver a statutory function		E
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					

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<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>					
<i>Collaboration: Working together with other partners to deliver.</i>	The favoured model of future delivery would be through collaboration with other local authorities initially on a regional basis.	E	At this time, the planning for a regional service is at an early stage and therefore presently no further action is necessary	SWT Regional Group objectives for shared services	E
<i>Involvement: Involving those with an interest and seeking their views.</i>					
<i>Prevention: Putting resources into preventing problems occurring or getting worse.</i>					

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Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Insufficient resource available to effectively deliver a statutory function and provide assurance against areas of risk	Low	Medium	Low
Does it have potential to impact on another service area?			
Risk of organisation wide impact			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
This proposal is not expected to impact negatively upon any of the priorities, goals and principles as set out in the SIIA. The proposal contributes positively to organisational and national priorities relating to efficiency and collaboration.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low Risk

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8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The impact upon customer satisfaction will be monitored through normal performance monitoring arrangements

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Ian Halstead		
Head of Service:	Jason Lewis		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr. Wynne Jones		

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Service Area	Professional Services	Head of Service	Jason Lewis	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	118 – Redesign of Insurance Administration Service delivery model				
Outline Summary					
Redesign of insurance administration service delivery model using a commissioning approach to achieve 20% cost savings. All delivery options will be considered including partnership with another provider and delivery via a contractual relationship with a third party organisation.					

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

Version	Author	Job Title	Date
V1	Jason Lewis	Head of Professional Services and Commissioning	27/10/15

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
Remodelling council services to respond to reduced funding	The objective contributes clearly to this priority by remodelling the Internal Audit Service so that it can be delivered at a reduced cost whilst increasing service quality and resilience	E	A number of opportunities are being explored including a regional model of service delivery which meets both Council and Welsh Government ambitions or a greater degree of collaboration in public service delivery, particularly amongst support functions.	Budget Principles, One Powys Plan, Council Statement of Intent, White Paper – Reforming Local Government	E

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This objective contributes to this goal from an efficient use of resources perspective.	E	The efficiencies being proposed are believed to be the maximum without introducing concern over the level of resources available to deliver the function		E
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					

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<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>					
<i>Collaboration: Working together with other partners to deliver.</i>	The favoured model of future delivery would be through collaboration with other local authorities initially on a regional basis.	E	At this time, the planning for a regional service is at an early stage and therefore presently no further action is necessary	SWT Regional Group objectives for shared services	E
<i>Involvement: Involving those with an interest and seeking their views.</i>					
<i>Prevention: Putting resources into preventing problems occurring or getting worse.</i>					

Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Insufficient resource available to effectively deliver an insurance management function exposing the Council to financial and reputational risk	Low	Medium	Low(2)
Does it have potential to impact on another service area?			
Risk of organisation wide impact			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
This proposal is not expected to impact negatively upon any of the priorities, goals and principles as set out in the SIIA. The proposal contributes positively to organisational and national priorities relating to efficiency and collaboration.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low Risk

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Impact will be monitored through regular analysis of insurance costs

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Jane Thomas		
Head of Service:	Jason Lewis		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr. Wynne Jones		

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Service Area	Professional Services	Head of Service	Jason Lewis	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	119 – Reduction of Professional Services				
Outline Summary					
Reduction of Professional Services in response to changes in internal service delivery support requirements.					

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

Version	Author	Job Title	Date
V1	Jason Lewis	Head of Professional Services and Commissioning	27/10/15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
Remodelling council services to respond to reduced funding	The objective contributes clearly to this priority by reducing the cost of Professional Services	E	This objective will be delivered through a redesign of services in response to system and process improvement and the deletion of redundant / unoccupied positions	Budget Principles	E

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This objective contributes to this goal from an efficient use of resources perspective.	E	Further efficiencies will be delivered in years two and three through establishing new models of delivery across Professional Services		E

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>					
<i>Collaboration: Working together with other partners to deliver.</i>					
<i>Involvement: Involving those with an interest and seeking their views.</i>					
<i>Prevention: Putting resources into preventing problems occurring or getting worse.</i>					
<i>Integration: Positively impacting on people, economy and environment and trying to benefit all three.</i>					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					

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Corporate Parenting: Enabling our looked after children to fulfil their potential.					
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Insufficient capacity to deliver effective Professional Services	Low	Low	Low(1)
Does it have potential to impact on another service area?			
Risk of organisation wide impact			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
This proposal is not expected to impact negatively upon any of the priorities, goals and principles as set out in the SIIA. The proposal will deliver savings through the implementation of improved systems, processes and working practices.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	Low Risk

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Impact will be monitored through monitoring customer satisfaction levels

10. Sign Off

Position	Name	Signature	Date
Service Manager:	N/A		
Head of Service:	Jason Lewis		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr. Wynne Jones		

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Service Area	ICT	Head of Service	Andrew Durant	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	121 & 140 – Replacement telephony				
Outline Summary					
This project is to refresh the voice estate for both Powys County Council & Powys teaching Health Board. The aim is to provide a suitable modern IP platform for the future, standardise user experience, improve functionality by providing Unified Communications integration, and reduce support requirements and costs.					

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

Version	Author	Job Title	Date
V1	Rees James	Applications Team Leader (Resources)	29/10/15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	NA				
Developing the economy	NA				
Improving learner outcomes for all, minimising disadvantage	NA				
<i>Remodelling council services to respond to reduced funding</i>	This project intends to reduce the current operating costs and improve the existing communications infrastructure. The Council and PtHB require a highly resilient, secure and available service, whilst lowering carbon footprint, reducing management and increasing the ability for staff to be mobile and still in touch.	G		Will include completed Business Case (including benefits)	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	NA	n			
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	NA	n			
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	NA	n			
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A	n			
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A	n			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	no difference in service	n			
<i>Opportunities for persons to use the Welsh language</i>		n			
<i>Treating the Welsh language no less favourable than the English language</i>		n			
<i>Opportunities to promote the Welsh language</i>		n			

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<i>People are encouraged to do sport, art and recreation.</i>		n			
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	no difference in service	n			
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	NA				
Collaboration: <i>Working together with other partners to deliver.</i>	Proposed solution to be implemented across the Pthb as well as PCC	G		Will include final Business Case to highlight partnership and integration	
Involvement: <i>Involving those with an interest and seeking their views.</i>	N/A				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	NA				

Integration: Positively impacting on people, economy and environment and trying to benefit all three.	NA				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	NA				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	NA				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Service requirements are not fully captured prior to implementation	med	Low	Low
Does it have potential to impact on another service area?			
All service areas will be affected as the current telephony is replaced			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
As well as saving money the change objective will provide PCC and the Pthb with a resilient and modern mobile communications platform	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

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8. Mitigating Actions

Action	Residual Risk
Data capture exercise to gather requirements as part of the project	low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Service Improvement Plan SLA

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Rees James		
Head of Service:	Andrew Durant		
Strategic Director:	David Powell		
Portfolio Holder:	CLlr Phil Pritchard		

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Service Area	ICT and Programme Office	Head of Service	Andrew Durant	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	122 – Web Filtering system changes				
Outline Summary					
Web filtering system changes (Changes to reduce the level of Internet filtering that will affect ALL staff)					

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

Version	Author	Job Title	Date
V1	Rees James	Applications Team Leader (Resources)	2st October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	The policy change will allow services, if appropriate, to interact with users via social media within core hours	I			
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	<ul style="list-style-type: none"> Remove the core hour restrictions to allow restricted access 24 x 7 as is currently provided in non – core hours Audit reporting will be undertaken across all access Top user / site reports run Individual reports run on a as and when request basis Realise £10K saving 	G		No need to renew 10k contract for web filtering	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	The policy encourages interaction via social media	I		Usage data	
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A	I			
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A	I			
<i>Opportunities for persons to use the Welsh language</i>	N/A				
<i>Treating the Welsh language no less favourable than the English language</i>	N/A				
<i>Opportunities to promote the Welsh language</i>	N/A				

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<i>People are encouraged to do sport, art and recreation.</i>	N/A	I			
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A	I			
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	N/A				
Collaboration: <i>Working together with other partners to deliver.</i>	N/A				
Involvement: <i>Involving those with an interest and seeking their views.</i>	N/A				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				

Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Staff internet usage may increase	Low	Low	low
Does it have potential to impact on another service area?			
All service areas			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Change has already been implemented and the contract for the web filtering software has expired and will not be renewed.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
Implementation of a revised Internet Usage Policy	low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
A full commitment by the IS service to retaining audit logs, with the ability to provide detailed reports of individual staff members Internet access for a 12 month time period remains. Any further requirements recommended by Scrutiny or Internal Audit will be considered and implemented if appropriate and achievable.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Rees James		
Head of Service:	Andrew Durant		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Phil Pritchard		

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Service Area	ICT and Programme Office	Head of Service	Andrew Durant	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	123 – Re-commissioning management of ICT stock				
Outline Summary					
Re-commissioning management of ICT stock					

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

Version	Author	Job Title	Date
V1	Rees James	Applications Team Leader (Resources)	2st October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
<i>Remodelling council services to respond to reduced funding</i>	The change objective is an internal structural change which will enable the realisation of 20k of savings	G			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	N/A				
Involvement: Involving those with an interest and seeking their views.	N/A				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
A structural change within the service which, it is envisaged, will have no negative impact	Low	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The change objective is a minor structural change within the service area. It is anticipated that the change will have no impact on any other service area.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
20K will be removed from the budget

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Rees James		
Head of Service:	Andrew Durant		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Phil Pritchard		

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Service Area	ICT and Programme Office	Head of Service	Andrew Durant	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	124 – Remove PSBA circuits (Leisure)				
Outline Summary					
Remove PSBA circuits (Leisure) (Removing the PCC network from leisure centres following the transfer of leisure centres to Freedom Leisure.)					

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

Version	Author	Job Title	Date
V1	Steve Davies	2 nd Line Support Team Leader	2st October 2015

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
<i>Remodelling council services to respond to reduced funding</i>	Will remove a network which is no longer needed. Possible reduction in service if connection is downgraded by PCC.	F			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				

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A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	If Freedom don't take on the service this could result in a service reduction for the public		A downgraded connection could be provided by PCC	Usage data	
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	Possible impact on the ability of Emergency Planning to use the service				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	As long as a service continues to be provided there should be no difference				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>	People may be less likely to use the leisure centres due to reduced bandwidth.				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	As long as a service continues to be provided there should be no difference			Usage data	
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					

Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	N/A				
Collaboration: <i>Working together with other partners to deliver.</i>	Investigate Freedom providing the service instead.				
Involvement: <i>Involving those with an interest and seeking their views.</i>	Further discussion needs to take place with Energy and Facilities teams due to PCC responsibility for maintaining boiler system	I			
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	N/A				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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.	Possible unfiltered Internet content	I	Discuss filtering levels with Freedom		
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Emergency planning Reduced service provision may not realise the full savings potential	Low	Low	Low
Does it have potential to impact on another service area?			
Possible impacts on Emergency Planning (social services – emergency rest centres)			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
This will save money with minimal impact on services. Need a discussion with Freedom Leisure about service provision.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
Discussions with Freedom	
Downgrading the service provided through PCC network	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Service Improvement Plan Data usage (if it remains in house)

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Steve Davies		
Head of Service:	Andrew Durant		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Phil Pritchard		

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Service Area	Programmes & Governance	Head of Service	Andrew Durant	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	125 – Contract review IG				
Outline Summary					
Currently IG use the services of Mark Brett to provide IG assurance and advice on our IG programme. Mark Brett now provides IG advice through SOCITM wales and the WARP group (whom PCC already subscribes to) and this advice is accessible through those routes. This means IG can no longer renew the contract from 2016/17 making a saving of £4k pa.					

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

Version	Author	Job Title	Date
V1	Andrew Durant (re Helen Dolman)	Interim ICT manager	6/1/2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>	The proposal will result in a saving of £4k		No impact expected		

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	No impact				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	No impact				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	No impact				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	No impact				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	No impact				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	No impact				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	No impact				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

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Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development	No impact				
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact				
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.	No impact				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	No impact				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
No change			
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
none	

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
none

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Andrew Durant (on behalf of Helen Dolman)		6/1/2016
Head of Service:	Andrew Durant		6/1/2016
Strategic Director:			
Portfolio Holder:			

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Budget Saving	125 – Contract review IG						
Service Area	Programmes and Governance	Head of Service	Andrew Durant	Strategic Director	David Powell	Portfolio Holder	Cllr Darren Mayor

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Professional Services & Commissioning	Head of Service	Jason Lewis	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	129 – Capital Finance Review				
Outline Summary					
Capital Finance Review – A review of the Councils Capital Financing Policy will be carried out to ensure that we are maximising the use of Capital funding streams and that we identify the most cost effective way of financing the Councils Capital requirements.					

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

Version	Author	Job Title	Date
1.1	Jane Thomas	Professional Lead for Finance	11/12/15

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
Remodelling council services to respond to reduced funding	<p>To ensure that the Council maximises expenditure capitalised under the capital regulations.</p> <p>To review the Authority’s Minimum Revenue Provision (MRP) profile for the repayment of its underlying debt liability. This can result in short to medium term benefits to the General Fund and assist with easing current budgetary pressures, whilst ensuring that the provision provided remains prudent and compliant with the statutory guidance for MRP.</p>	E		Benchmarking Data, and examples from other Authorities. Proposal document to undertake the review.	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This objective contributes to this goal from an efficient use of resources perspective. That the Councils Capital Policy maximises the use of its Capital resources whilst ensuring that the budgetary impact is kept to a minimum.	E		Benchmarking Data, and examples from other Authorities. Proposal document to undertake the review.	
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					

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<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>					
Collaboration: <i>Working together with other partners to deliver.</i>					
Involvement: <i>Involving those with an interest and seeking their views.</i>					
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>					

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Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Unable to identify efficiencies	Low	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
No

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposal relates to accounting policy rather than the delivery of services, it will therefore have no impact on service delivery or provision but when achieved will improve the financial position of the Authority.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

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8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Report provided following completion of review.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Jane Thomas		
Head of Service:	Jason Lewis		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Wynne Jones		

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Budget Saving	129 – Capital Finance Review						
Service Area	Professional Services & Commissioning	Head of Service	Jason Lewis	Strategic Director	David Powell	Portfolio Holder	Cllr Wynne Jones

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	130 – Removal of Pensioner Grant				
Outline Summary					
Removal of £128k additional pensioner grant. A non-ring fenced RSG amount was being used as a discretionary grant to pay certain low income pensioners an additional reduction towards their council tax over and above the amount they received for the main Council Tax Reduction Scheme. An amount of between £10 to £85 was awarded to approx. 1500 pensioners depending on their circs.					

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

Version	Author	Job Title	Date
V1	DJM	Professional Leads – Income and Awards	28/10/15

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	A reduction for up to 1500 pensioners of between 10 to 85 per annum towards their council tax costs. Small value on an individual level.	f	Other mandatory reductions (eg ctrs) and discretionary schemes are available if hardship occurs	Policy and legislation	G
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
Remodelling council services to respond to reduced funding	Reduced funding from central gov funds and need for reduced cost of services means removing this discretionary amount will help PCC meet its reduced budget requirements	G	NA	NA	NA

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				

<p>A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).</p>	N/A				
<p>A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.</p>	N/A				
<p>A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.</p>	N/A				
<p>A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.</p>	N/A				
<p>A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.</p>	N/A				
<p><i>Opportunities for persons to use the Welsh language</i></p>					
<p><i>Treating the Welsh language no less favourable than the English language</i></p>					
<p><i>Opportunities to promote the Welsh language</i></p>					
<p><i>People are encouraged to do sport, art and recreation.</i></p>					
<p>A more equal Wales: People can fulfil their potential no matter what their background or circumstances.</p>	N/A				

Age	The scheme did disproportionately provide more help to pensioner. Removal of the scheme will mean pensioners can access the same schemes as all other age ranges	G	NA	NA	NA
Disability					
Gender reassignment					
Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	NA				
Involvement: Involving those with an interest and seeking their views.	NA				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	NA				

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Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	£128k is being removed from low income pensioners	F	Other schemes including discretionary hardship schemes are still available	Policy and legislation	G
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
No risk	Medium	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Removal of this discretionary scheme will impact some pensioner but the value level to each is minimal and other schemes are still available	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	LOW

8. Mitigating Actions

Action	Residual Risk
None required	

9. On-going monitoring arrangements?

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

None

10. Sign Off

Position	Name	Signature	Date
Service Manager:	David Morris		15/10/15
Head of Service:	Mark Evans		15/10/15
Strategic Director:	David Powell		
Portfolio Holder:	Wynne Jones		

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Service Area	Professional Services & Commissioning	Head of Service	Jason Lewis	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	131 – Budget Reductions across Central Areas				
Outline Summary					
Budget Reductions across Corporate Budget headings – to identify savings across Corporate budget headings.					

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

Version	Author	Job Title	Date
1.1	Jane Thomas	Professional Lead for Finance	11/12/15

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>	A review of all Corporate budget headings to identify reductions in cost	I			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This objective contributes to this goal from an efficient use of resources perspective.	I			
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					

Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>					
<i>Collaboration: Working together with other partners to deliver.</i>					
<i>Involvement: Involving those with an interest and seeking their views.</i>					
<i>Prevention: Putting resources into preventing problems occurring or getting worse.</i>					
<i>Integration: Positively impacting on people, economy and environment and trying to benefit all three.</i>					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Inability to identify savings from these budgets	Low	Low	Low
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
None

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Review yet to be undertaken as to how this saving will be achieved.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

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

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Jane Thomas		
Head of Service:	Jason Lewis		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Wynne Jones		

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Budget Saving	131 – Budget Reductions across Central Areas						
Service Area	Professional Services & Commissioning	Head of Service	Jason Lewis	Strategic Director	David Powell	Portfolio Holder	Cllr Wynne Jones

1. Cabinet Observations

General Comments
n/a

2. Revised Risk Rating

Cabinet amendment to Risk Rating			
Very High Risk	High Risk	Medium Risk	Low Risk

3. Additional Mitigation

Further mitigation requested by Cabinet

4. Sign-off by Cabinet

SIIA Approved by Cabinet
9 th February 2016

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	132 – PWC identified income				
Outline Summary					
Recharging schools for the collection of their trade recycling and increasing prices for the trade waste and recycling service to all other customers.					

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

Version	Author	Job Title	Date
1	Ashley Collins / David Armstrong	Waste and Recycling Strategy Manager / HGSS Project Officer	11 th February 2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	The income generated will offset the cost of trade to ensure full cost recovery of the service	F		Cabinet report reference C237-2015	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English language</i>	n/a				
<i>Opportunities to promote the Welsh language</i>	n/a				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				

<i>Marriage or civil partnership</i>	n/a				
<i>Race</i>	n/a				
<i>Religion or belief</i>	n/a				
<i>Sex</i>	n/a				
<i>Sexual Orientation</i>	n/a				
<i>Pregnancy and Maternity</i>	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	This proposal will meet full cost recovery to ensure the service is sustainable.	G		Cabinet report	
Collaboration: <i>Working together with other partners to deliver.</i>	n/a				
Involvement: <i>Involving those with an interest and seeking their views.</i>	Consultation with Head of Schools Service. Letters and emails to schools. Invitation for schools to speak to members of the Trade Waste team.	G		Letters and emails to schools	
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	n/a				
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				

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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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Traders use other service providers for disposal of their waste; 2. Traders illegally use domestic waste and recycling service for disposal of trade materials; 3. Increased fly tipping.	Low	Medium	Low
Does it have potential to impact on another service area?			
This will impact on Schools budgets			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	C237-2015
The price increase was approved by Cabinet on 11 th December 2015 and will be implemented from 1 st April 2016. Annual price increase for Trade Waste which will need to reflect the cost of providing the service and ensure that we achieve full cost recovery.		
Judgement (to be included in Corporate or service risk register)		
Very High Risk	High Risk	Medium Risk
		Low Risk
		X

8. Mitigating Actions

Action	Residual Risk
Awareness and enforcement team	Low
Trade Waste officers to seek out new businesses and also ensure that all businesses are complying with the relevant legislation. They will be backed up by the enforcement team as and when necessary.	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Trade Waste income; Incidents of fly tipping.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Ashley Collins		11/02/2016
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Highways, Transport & Recycling	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	133 – Brecon Market				
Outline Summary					
Undertake a rent review of permanent units within the Brecon Market precinct to seek to increase rental income.					
Currently in discussions with Brecon Town Council to negotiate them taking over management of Brecon Market Hall for a fee. Management of the Market Hall would include opening up the market, cleaning of the hall, putting tables out in preparation for market day and collecting rent from traders.					
A visual assessment of the market hall building has identified circa £1m of repairs required to the building.					

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

Version	Author	Job Title	Date
1	Tony Caine	Traffic & Travel Manager	16/02/2016

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	The above proposals will generate more income and also decrease running costs, to respond to reducing budgets.	I			

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English language</i>	n/a				
<i>Opportunities to promote the Welsh language</i>	n/a				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				

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Marriage or civil partnership	n/a				
Race	n/a				
Religion or belief	n/a				
Sex	n/a				
Sexual Orientation	n/a				
Pregnancy and Maternity	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	There's a backlog of required maintenance required on the market hall building, which the Council has currently not budgeted for. A possible transfer to the Town Council or Trust could remove the Council's liability for repair of the building. Town Council or Trust organisations would be able to apply for grant funding to undertake maintenance and repairs.	I		Visual assessment of market hall building	
Collaboration: <i>Working together with other partners to deliver.</i>	In discussions with Town Council to see if they would take on the management of the market hall.	I			
Involvement: <i>Involving those with an interest and seeking their views.</i>	Discussions with Traders are to take place.	I			
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	A possible transfer to the Town Council or Trust would enable them to apply for grant funding to undertake the required maintenance and repairs to the building.	I			
Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i>	n/a				

Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
<ol style="list-style-type: none"> 1. Town Council don't take any involvement of the market hall; 2. Deterioration of the market hall building; 3. Loss of traders from permanent units due to increased rent; 4. Downturn in economy could result in businesses ceasing trading and empty units, alternatively the downturn in economy could also contribute positively to market trade. 	Low	Low	Low
Does it have potential to impact on another service area?			
n/a			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Awaiting outcome of discussions with Town Council to see if they're interested in taking over management of the Market Hall. In brief discussions with the Town Council they have indicated that they're currently only interested in taking over management of the market, and not ownership of the building at this stage.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
Transfer of the market to an alternative location	Low
Re-tender vacant units	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Rental income. Contract monitoring with Town Council.

10. Sign Off

Position	Name	Signature	Date
Service Manager:			
Head of Service:			
Strategic Director:			
Portfolio Holder:			

Service Area	Regeneration, Property and Commissioning	Head of Service	Sue Bolter	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	135 – Display Energy Certificates (DECS)				
Outline Summary					
<p>To charge schools for CRC Energy Efficiency Scheme allowances attributed to their emissions.</p> <p>PWC have recommended the charging to schools for the CRC Energy Efficiency Scheme allowances attributed to each school. Currently the allowances are paid centrally from a budget held within the Energy Management budget. It is estimated that the total cost to the school service will be £105k per annum. This change will make the schools accountable for the allowances attributed to their carbon emissions. However, do note this policy change will not see an increase in the Councils income as the allowances are already paid for by existing budgets.</p>					

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

Version	Author	Job Title	Date
V1	Gareth Richards	Energy Officer	09/02/2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives		N			N
Developing the economy		N			N
Improving learner outcomes for all, minimising disadvantage		N			N
Remodelling council services to respond to reduced funding	There will be an effect on school budgets but there will be no net effect on the overall Council budget.	N			N

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.		N			N

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).		N			N
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.		N			N
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.		N			N
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.		N			N
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.		N			N
<i>Opportunities for persons to use the Welsh language</i>		N			N
<i>Treating the Welsh language no less favourable than the English language</i>		N			N
<i>Opportunities to promote the Welsh language</i>		N			N
<i>People are encouraged to do sport, art and recreation.</i>		N			N
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.		N			N
<i>Age</i>		N			N
<i>Disability</i>		N			N
<i>Gender reassignment</i>		N			N

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Marriage or civil partnership		N			N
Race		N			N
Religion or belief		N			N
Sex		N			N
Sexual Orientation		N			N
Pregnancy and Maternity		N			N

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.		N			N
Collaboration: Working together with other partners to deliver.		N			N
Involvement: Involving those with an interest and seeking their views.		N			N
Prevention: Putting resources into preventing problems occurring or getting worse.		N			N
Integration: Positively impacting on people, economy and environment and trying to benefit all three.		N			N
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		N			N
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			N

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Corporate Parenting: Enabling our looked after children to fulfil their potential.		N			N
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Impact on viability of school budgets.	Low	Medium	Low
Does it have potential to impact on another service area?			
The Schools and School service will receive increased costs if responsibility for allowances are passed onto School budgets. The central budget retained within Energy Management will be reduced in line with the costs passed over to the Schools and Schools service.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
This is a proposal from PWC. There will be no net change in Council budget (The Council will not receive any increased income!), the increased allowance costs to the Schools and Schools Service will place pressure on school budgets, however the central energy management budget will be reduced in line with the transfer of budget responsibility to schools. The policy change will however provide increased accountability on schools for their carbon emissions and provide an increased incentive to reduce energy consumption and therefore carbon emissions. Note: There will be an additional administrative burden in the separating of the allowance costs to each school and budget code. It should be noted that a National Government consultation was issued in November 2015 that looked into the future of the CRC Energy Efficiency Scheme. Although no response has been provided, the consultation discussed the idea of scrapping the CRC Energy Efficiency Scheme in favour of another energy tax similar to the Climate Change Levy.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Allowances will be quantified annually and recharged to school budgets.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:			
Head of Service:	Sue Bolter		
Strategic Director:			
Portfolio Holder:			

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Service Area	Regeneration, Property & Commissioning	Head of Service	Sue Bolter	Strategic Director	Paul Griffiths
Policy / Change Objective / Budget Saving	136 - Assets				
Outline Summary					
Generate income (£3,700) from the hire of meeting rooms by enabling our meeting rooms to be booked externally by our partners.					

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

Version	Author	Job Title	Date
1	Natasha Morgan	Lead Professional - Regeneration and Corporate Property	17/02/2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
<i>Remodelling council services to respond to reduced funding</i>	This proposal will generate income for the Council in response to our reduced funding. However, by renting out meeting space to our partners, we are limiting the space available for the council, which may result in an increase in meeting room hire costs, which are currently in the region of £40k per annum.	I			

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English language</i>	n/a				
<i>Opportunities to promote the Welsh language</i>	n/a				

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<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				
<i>Marriage or civil partnership</i>	n/a				
<i>Race</i>	n/a				
<i>Religion or belief</i>	n/a				
<i>Sex</i>	n/a				
<i>Sexual Orientation</i>	n/a				
<i>Pregnancy and Maternity</i>	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>	As we're reducing our office space, meeting room space will also reduce alongside this. Therefore there will be less opportunity to generate income via this means.	N			
Collaboration: <i>Working together with other partners to deliver.</i>	If our partners are renting office space within our buildings, this may enable closer working relationships and collaboration.	F			
Involvement: <i>Involving those with an interest and seeking their views.</i>	n/a				
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>	n/a				

Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Occupancy levels are high, so there is limited space to rent out to partners; 2. Renting out rooms to our partners limits the availability for our own uses, which could result in external meeting room costs being incurred; 3. Confidentiality / Information Governance risk if we allow partners into our building; 4. Lack of parking space could deter bookings.	Medium	Low	Low
Does it have potential to impact on another service area?			
All services Council wide could be affected if they're unable to book meeting rooms.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

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7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)		Cabinet Report Reference:	
Some buildings may not be suitable at all for external meetings due to potential security issues			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

8. Mitigating Actions

Action	Residual Risk
Prevent rolling bookings	Low
Enabled the room booking system to allow others to cancel previously booked meetings	Low
A larger room created which can accommodate 25 people	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Income from room hire, number of external meeting bookings.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Natasha Morgan		
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	137 – Trade DBS - £28,000				
Outline Summary					
Income target built into DBS budget for 2015/16 onwards in respect of processing of DBS applications for other local authorities and Umbrella organisations.					

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

Version	Author	Job Title	Date
V1	Anne-Marie Davies	Professional Lead (Business Support)	15/2/16

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>	External DBS processing provides income to Powys County Council DBS Unit to fund Ebulk System Officer post and help sustain Unit	F	As a greater number of local authorities/Umbrella organisations come on board with Powys DBS Unit, current small profit will increase. Profit per check cannot be increased significantly if wish to remain competitive in market place		F

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	DBS Unit works with statutory, voluntary and independent sector to enhance safeguarding agenda of adults and children at risk through processing of DBS applications	G		DBS activity records	
Involvement: Involving those with an interest and seeking their views.	N/A				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				

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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.	DBS Unit supports safeguarding agenda through processing of DBS applications	G		DBS activity records	
Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Change in DBS eligibility criteria	Low	Low	Low
Does it have potential to impact on another service area?			
If DBS eligibility criteria is relaxed, the number of checks for processing may decrease, resulting in fewer applications to process and less income from other local authorities/Umbrella organisations.			
There will be a time (soon) when DBS Unit will be unable to process additional DBS checks within current establishment therefore income will need to be utilised to fund additional post(s) to continue to deliver service.			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Income target built into DBS budget for 2015/16 onwards in respect of processing of DBS applications for other local authorities and Umbrella organisations	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	Low

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Analysis of DBS activity records and forecasting.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Anne-Marie Davies		15/2/16
Head of Service:	Mark Evans		
Strategic Director:	David Powell		
Portfolio Holder:	Clr Wynne Jones		

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	138 – To pass on DBS Supply Teacher Costs to Schools/prospective Supply Teachers - £2,590				
Outline Summary					
To pass on DBS check costs for Supply Teachers to Schools/prospective Supply Teachers. As far as we are aware, Powys County Council are one of the only authorities that do not charge Supply Teachers for their DBS Checks.					

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

Version	Author	Job Title	Date
V1	Anne-Marie Davies	Professional Lead – Business Support	15/2/16

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				
Developing the economy	N/A				
Improving learner outcomes for all, minimising disadvantage	N/A				
<i>Remodelling council services to respond to reduced funding</i>	Powys County Council DBS Unit currently funds DBS check costs for all posts within Powys. Impact on individual Schools or prospective Supply Teachers	F			

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	N/A				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	N/A				
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	N/A				
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					

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Marriage or civil partnership					
Race					
Religion or belief					
Sex					
Sexual Orientation					
Pregnancy and Maternity					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	N/A				
Collaboration: Working together with other partners to deliver.	N/A				
Involvement: Involving those with an interest and seeking their views.	N/A				
Prevention: Putting resources into preventing problems occurring or getting worse.	N/A				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	N/A				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	N/A				
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				

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Corporate Parenting: Enabling our looked after children to fulfil their potential.	N/A				
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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Reduction in number of Supply Teachers within Powys	Low	Low	Low
Does it have potential to impact on another service area?			
Schools Service			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
To pass on DBS Supply Teacher Costs to Schools/prospective Supply Teachers	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitor number of applications processed and availability of Supply Teachers within Powys.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Anne-Marie Davies		15/2/16
Head of Service:	Mark Evans		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr Wynne Jones		

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Service Area	Professional Services	Head of Service	Jason Lewis	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	139 – PWC Income (Training)				
Outline Summary					
Increase income generation through delivering highway and driving related technical training to other organisations including private sector contractors and other local authorities within the legal parameters for doing so.					

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

Version	Author	Job Title	Date
V1	Jason Lewis	Head of Professional Services and Commissioning	10/02/16

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
Remodelling council services to respond to reduced funding	This objective is in line with the Council's budget priority to maximise income generation opportunities and carry out full cost recovery where appropriate	E	This opportunity will require investment in capacity to support the marketing and delivery of training but the income target is exclusive of this. Additional training income opportunities may be generated as a consequence.	Budget Principles	E

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3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	This objective will support the retention of skilled jobs and generate an alternative revenue stream that assists in offsetting the effect of the ongoing reduction in the Council's RSG.	E	This objective presents an initial modest ambition that, subject to demand, may result in an expansion of marketable learning and development provision.		E
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).					
A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.					
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.					
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.					
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.					
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					

<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					
<i>Age</i>					
<i>Disability</i>					
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>					
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					
Long Term: <i>Balancing short term need with long term and planning for the future.</i>					
Collaboration: <i>Working together with other partners to deliver.</i>					
Involvement: <i>Involving those with an interest and seeking their views.</i>					
Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i>					

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Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Insufficient capacity to deliver effective Professional Services	Low	Low	Low(1)
Does it have potential to impact on another service area?			
No			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:		
This proposal is not expected to impact negatively upon any of the priorities, goals and principles as set out in the SIIA. The proposal will deliver additional income.			
Judgement (to be included in Corporate or service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low Risk

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8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Performance against targets will be monitored regularly within the service and through the Income and Cost Improvement Board.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	N/A		
Head of Service:	Jason Lewis		
Strategic Director:	David Powell		
Portfolio Holder:	Cllr. Phil Pritchard		

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Service Area	Chief Executive & Member Services	Head of Service	Anya Richards	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	141 – Advertising and Sponsorship				
Outline Summary					
This business case proposes that the Council develops a coordinated corporate advertising and sponsorship approach across Council owned assets using a third party advertising specialist where possible. Maximising this potential would generate income for the Council.					

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

Version	Author	Job Title	Date
1	Jane Thomas	Professional Lead Finance	17 th February 2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy	n/a				
Improving learner outcomes for all, minimising disadvantage	n/a				
Remodelling council services to respond to reduced funding	Generating income for the Council to respond to reduced funding.	I			

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	Creating advertising opportunities for local businesses may contribute to an increase in take-up of local business.	F			
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English language</i>	n/a				
<i>Opportunities to promote the Welsh language</i>	n/a				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				
<i>Marriage or civil partnership</i>	n/a				
<i>Race</i>	n/a				
<i>Religion or belief</i>	n/a				
<i>Sex</i>	n/a				

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Sexual Orientation	n/a				
Pregnancy and Maternity	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.	n/a				
Collaboration: Working together with other partners to deliver.	n/a				
Involvement: Involving those with an interest and seeking their views.	n/a				
Prevention: Putting resources into preventing problems occurring or getting worse.	n/a				
Integration: Positively impacting on people, economy and environment and trying to benefit all three.	n/a				
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	n/a				
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				
Corporate Parenting: Enabling our looked after children to fulfil their potential.	n/a				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
Inability to generate the desired level of income – lack of take-up of advertising from companies.	Low	Low	Low
Does it have potential to impact on another service area?			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The case is partially deliverable. Broadly the PWC case overestimates potential opportunities and proposes some opportunities e.g. advertising on council owned wheelie bins, which have not been achievable elsewhere in the UK where they have been implemented.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Level of income achieved and number of requests for advertising.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Jane Thomas		17/02/2016
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Legal	Head of Service	Clive Pinney	Strategic Director	Jeremy Patterson
Policy / Change Objective / Budget Saving	142 – Official Searches				
Outline Summary					
Increase fees and charges for official searches, based on a benchmarking exercise undertaken. This exercise has looked at fees charged by other local authorities within Wales.					

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

Version	Author	Job Title	Date
1	Colin Edwards / Meryl Edwards	Principal Solicitor – Shire / Land Charges Officer	16 th February 2016

2. How does your policy / change objective / budget saving impact on the council’s strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives					
Developing the economy					
Improving learner outcomes for all, minimising disadvantage					
<i>Remodelling council services to respond to reduced funding</i>	Looking to increase fee income to respond to reduced funding	I		PWC Business Case	

3. How does your policy / change objective / budget saving impact on the Welsh Government’s well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				
A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				

A healthier Wales: People's physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English language</i>	n/a				
<i>Opportunities to promote the Welsh language</i>	n/a				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				
<i>Marriage or civil partnership</i>	n/a				
<i>Race</i>	n/a				
<i>Religion or belief</i>	n/a				
<i>Sex</i>	n/a				

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Sexual Orientation	n/a				
Pregnancy and Maternity	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
Long Term: Balancing short term need with long term and planning for the future.					
Collaboration: Working together with other partners to deliver.					
Involvement: Involving those with an interest and seeking their views.					
Prevention: Putting resources into preventing problems occurring or getting worse.					
Integration: Positively impacting on people, economy and environment and trying to benefit all three.					
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.					
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.					
Corporate Parenting: Enabling our looked after children to fulfil their potential.					

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
1. Legal challenge from personal search companies if we achieve greater than full cost recovery for official searches; 2. Failure to comply with The Local Authorities (Charges for Property Searches) (Wales) Regulations 2009; 3. Increasing fees and charges for official services could reduce the demand for this service.	Medium	High	Medium
Does it have potential to impact on another service area?			
HTR, Planning, Environmental Health, Building Control, ROW, and Commons Registration – we pay these services for a proportion of the fees received. (If our work reduces, then their income would reduce also).			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
n/a

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The rationale is based on charges levied by other Welsh authorities – charging regulations have not been taken into account. The situation should be looked at in isolation from other authorities in Wales.</p> <p>We cannot legally charge more than the cost of delivering the service. The Local Authorities (Charges for Property Searches) (Wales) Regulations 2009 states that the fees should only cover the costs of providing the service, i.e. be cost neutral, and the service should not be making a profit.</p> <p>We are unable to charge for personal searches of the land charges register. Charges can only be applied for official searches.</p> <p>Challenge to our fees charged would mean we would have to identify how much it costs to provide the service, based on calculations of staff time spent on providing the information.</p> <p>Premium search (return within 24hrs) is not achievable as we are reliant upon the other service areas to provide the information. It is not possible to provide all of this information within the 24hr timescales. This equates to £3k income generation within the business case proposal. We are also reliant upon National Parks for information which informs this.</p>	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

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8. Mitigating Actions

Action	Residual Risk
Ensure that fees charged don't exceed full cost recovery (subject to a 3 year average)	Low
Currently liaising with responding departments to identify costs via timesheets, with a view to review fees from 1 st April 2016	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Level of income achieved and number of official searches undertaken.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Colin Edwards		16/02/16
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Business Services	Head of Service	Mark Evans	Strategic Director	David Powell
Policy / Change Objective / Budget Saving	143 – Cashless system				
Outline Summary					
Potential increase in take up of paid and free school meals, generating an additional income target of £27,113.					

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

Version	Author	Job Title	Date
1	Nicola Williams	Schools Cashless System Project Manager	17/02/2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	n/a				
Developing the economy					
Improving learner outcomes for all, minimising disadvantage	There is a known link between healthy eating and better educational achievement. School meals comply with the healthy eating standards.	F		Project Documents	
Remodelling council services to respond to reduced funding	A potential increase in take up of school meals and free school meals would increase income to the Council.			As above	

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	n/a				

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	n/a				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	n/a				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	n/a				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	n/a				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	n/a				
<i>Opportunities for persons to use the Welsh language</i>	n/a				
<i>Treating the Welsh language no less favourable than the English language</i>	n/a				
<i>Opportunities to promote the Welsh language</i>	n/a				
<i>People are encouraged to do sport, art and recreation.</i>	n/a				
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.	n/a				
<i>Age</i>	n/a				
<i>Disability</i>	n/a				
<i>Gender reassignment</i>	n/a				

<i>Marriage or civil partnership</i>	n/a				
<i>Race</i>	n/a				
<i>Religion or belief</i>	n/a				
<i>Sex</i>	n/a				
<i>Sexual Orientation</i>	n/a				
<i>Pregnancy and Maternity</i>	n/a				

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (I; U; P; N; F; G; E)	What will be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (I; U; P; N; F; G; E)
Sustainable Development					
<i>Long Term: Balancing short term need with long term and planning for the future.</i>	The implementation of the cashless system will provide long term and sustainable benefits to the operation of the catering service and has the expectation that it will increase the uptake of school meals, especially in the secondary sector.	F		Project Documentation	
<i>Collaboration: Working together with other partners to deliver.</i>	The project has also linked with Income and Awards section on solutions to maximise the entitlement and uptake of FSM. Collaboration will also be required from Schools at the implementation stage to ensure the embedding of the system for the catering and other areas of cash management.				

<p>Involvement: <i>Involving those with an interest and seeking their views.</i></p>	<p>The project manager and team has undertaken extensive consultation with individual school groups, members and pupils (Youth Forum) prior to the award of the tender,</p> <p>This will be intensified within the rollout and implementation programme at each school, when the focus will be on staff, parents and pupils</p>	<p>F</p>			
<p>Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i></p>	<p>n/a</p>				
<p>Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i></p>	<p>n/a</p>				
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>The removal of the stigma attached to FSM (especially in the secondary sector) will help to maximise the award of entitlement and uptake and therefore ensure the young people and families receive their entitlement.</p> <p>The system will also allow the authority to undertake detailed pupil tracking</p>	<p>F</p>			
<p>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.</p>	<p>n/a</p>				
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>n/a</p>				

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
The expected uptake of paid and FSM is not realised and therefore the income received is lower than expected, while the fixed costs remain	Low	Low	Low
Does it have potential to impact on another service area?			
n/a			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

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

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The Schools Cashless Project will be rolled out via a phased implementation. It is expected that the implementation of the cashless system will result in an increase in take-up of paid and free school meals, which will result in additional potential income generation for the Council.	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Uptake of school meals following implementation.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Nicola Williams		17 th February 2016
Head of Service:			
Strategic Director:			
Portfolio Holder:			

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Service Area	Schools	Head of Service	Mr Ian Roberts	Strategic Director	Mr Jeremy Patterson
Policy / Change Objective / Budget Saving	144 – Schools Income (Review of clerking service, Introduce common charging register for school facilities and Review out of county charges)				
Outline Summary					
<p>The schools delegated budgets for each of the next 3 years have been provided cash protection, but will need to meet the impact of pay and price Increases, pupil number fluctuations, Post 16 Grant changes, changes to charges for Service Level agreements and the impact of the £45,466 Income target against schools budget. A separate SIIA has been completed in respect of the Schools Delegated budget and this SIIA will consider the three income areas.</p> <p>The income efficiency identified in respect to the increased income through the Clerking service will be achieved through a combination of an increase in the number of schools that the service provides a clerk for and an increase in the annual service level agreements.</p> <p>Additional work is required on the two remaining income targets around charging for the use of school premises and out of county recoupment. A revised letting and school use policy will be developed during the late spring for adaptation by individual schools, the policy will provide clear direction around the management and accounting requirements for monies received through the revised policy. It will clearly identify those monies that must be receipted into the schools delegated and not accounted for within the school fund or other unofficial fund held within the control of the governing body.</p> <p>Work is ongoing around the maximisation of income through the charging for statemented and ALN provision for children that are resident or belong to other authorities, the service has seen an increase in the level of income achieved through this area, but it has also incurred additional costs that exceeds the projected increase in income in relation to the specific children, while other children who reside or belong to Powys have been placed in provision out of county and the authorities costs have been increased in this area.</p> <p>The net impact of the three income areas and the efficiencies expected from the schools delegated budget will require the governing bodies of schools to make efficiencies in addition to other specific efficiency targets of approximately £2.5m and will be reflected in the monies made available to schools through the authority's fair funding formula budget allocation process and through changes in the charges made in respect of chargeable services.</p>					

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

Version	Author	Job Title	Date
V1	Gareth Jones	Senior Manager – Central Services	28 th October 2015
V2	Gareth Jones	Senior Manager – Central Services	17 th February 2016

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	How does the policy / change objective impact on this priority?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Supporting people in the community to live fulfilled lives	N/A				

Developing the economy	The increase in Income will mitigate the impact of reductions of staff in schools which will impact on the local economy through the reduction of the number families supported by the authority's employment.	P		Fair Funding Formula Schools delegated budget plans	P
Improving learner outcomes for all, minimising disadvantage	The increase in Income will mitigate the impact in the reduction in the number of staff employed in the schools which will have the impact of increasing the average Pupil Adult ratio in the authority's schools and will potentially mitigate the adverse impact on the learner outcomes in schools. Some schools may not be able to meet statutory Infant Class Size requirements	U	Provide schools advice and support in the restructuring of the schools delivery of education.	Fair Funding Formula Schools Staffing and organisation plans Schools Individual Budget plans	P
Remodelling council services to respond to reduced funding	This change objective meets this requirement, as long as the schools take positive action to meet the budget needs within the scheme for financing schools and do not set balanced budgets.	P	Provide schools advice and support in the restructuring of the schools delivery of education.	As above	N

3. How does your policy / change objective / budget saving impact on the Welsh Government's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
A prosperous Wales: Efficient use of resources, skilled, educated people, generates wealth, provides jobs.	The increase in income will mitigate the reduction in real term purchasing power in schools will not support additional jobs in the community	P		Fair Funding Formula Schools Staffing and organisation plans Schools Individual Budget plans	p

A resilient Wales: Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (eg climate change).	N/A				
A healthier Wales: People’s physical and mental well-being is maximised and health impacts are understood.	N/A				
A Wales of cohesive communities: Communities are attractive, viable, safe and well connected.	N/A				
A globally responsible Wales: Taking account of impact on global well-being when considering local social, economic and environmental well-being.	N/A				
A Wales of vibrant culture and thriving Welsh language: Culture, heritage and Welsh language are promoted and protected.	The policy will impact equally on Welsh Medium Learners and English Medium Learners	N		Fair Funding Formula Schools Staffing and organisation plans Schools Individual Budget plans	N
<i>Opportunities for persons to use the Welsh language</i>					
<i>Treating the Welsh language no less favourable than the English language</i>					
<i>Opportunities to promote the Welsh language</i>					
<i>People are encouraged to do sport, art and recreation.</i>					
A more equal Wales: People can fulfil their potential no matter what their background or circumstances.					

<i>Age</i>					
<i>Disability</i>	<p>The increased income will mitigate the real term reduction in purchasing power of schools which will increase the average class size and potentially the level of funding used to support children with ALN / SEN.</p> <p>As learners with additional learning needs require additional individual support, the class size increase may impact negatively on this group.</p>	P	Provide schools advice and support in the restructuring of the schools delivery of education.	<p>Fair Funding Formula</p> <p>Schools Staffing and organisation plans</p> <p>Schools Individual Budget plans</p>	P
<i>Gender reassignment</i>					
<i>Marriage or civil partnership</i>					
<i>Race</i>	<p>The increased income will mitigate the real term reduction in purchasing power of schools will increase the average class size and potentially the level of funding used to support children with English or Welsh (WM School) as a second language.</p> <p>As learners with this need require additional individual support, the class size increase may impact negatively on this group.</p>	P	Provide schools advice and support in the restructuring of the schools delivery of education.	<p>Fair Funding Formula</p> <p>Schools Staffing and organisation plans</p> <p>Schools Individual Budget plans</p>	P
<i>Religion or belief</i>					
<i>Sex</i>					
<i>Sexual Orientation</i>					
<i>Pregnancy and Maternity</i>					

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	Inherent Judgement (U; P; N; F; G; E)	What can be done to better contribute to positive or mitigate any negative impacts?	Source of Outline Evidence to support judgement	Residual Judgement (U; P; N; F; G; E)
Sustainable Development					

<p>Long Term: <i>Balancing short term need with long term and planning for the future.</i></p>	<p>The increase in income will mitigate the impact of the proposal over the next three years is likely to result in school not meeting the statutory class size requirements in the Infants classes</p>	<p>P</p>	<p>The authority needs to consider if it establishes a larger retained funding pool to provide class size support to the infant class.</p> <p>Consideration is also required around the mixed aged structure of classes that it deems appropriate.</p>	<p>Fair Funding Formula</p> <p>Schools Staffing and organisation plans</p> <p>Schools Individual Budget plans</p>	<p>P</p>
<p>Collaboration: <i>Working together with other partners to deliver.</i></p>	<p>There are opportunities for schools to work collaboratively with other schools around common processes, through collaborative programs or federations of schools.</p>	<p>F</p>		<p>Collaboration and Federation Regulations.</p>	<p>F</p>
<p>Involvement: <i>Involving those with an interest and seeking their views.</i></p>	<p>The proposals have been developed by a fair funding formula review group, with the proposals being subject to consultation with Schools and Governing bodies.</p> <p>The parents group will be consulted through their parent governor's representation on each governing body.</p>	<p>F</p>		<p>Fair funding formula review group papers</p>	<p>F</p>
<p>Prevention: <i>Putting resources into preventing problems occurring or getting worse.</i></p>	<p>N/A</p>				
<p>Integration: <i>Positively impacting on people, economy and environment and trying to benefit all three.</i></p>	<p>N/A</p>				

<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>The increased income will mitigate the negative impact on the learner outcomes of learners from the lower socio-economic groups as outcomes from this group are generally lower than the average.</p> <p>The larger class sizes may therefore have a disproportionate impact on this group</p> <p>The provision of the Pupil Deprivation Grant with a focus on children entitled to FSM may mitigate this</p>	<p>P</p>		<p>Fair Funding Formula Paper</p> <p>Learner Outcome at each KS and GCSE (FSM to General) and school county and national level</p> <p>PDG grant papers</p>	<p>P</p>
<p>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.</p>	<p>The increased income will mitigate the real term reduction in purchasing power of schools will increase the average class size and potentially the level of management time spent working with vulnerable children</p>	<p>P</p>	<p>Provide advice and support to schools on school organisation and relevant training</p>	<p>Fair Funding Formula</p> <p>Schools Staffing and organisation plans</p> <p>Schools Individual Budget plans</p>	<p>P</p>
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>The real term reduction in purchasing power of schools will increase the average class size and potentially the level of management time spent working with vulnerable children</p>	<p>P</p>	<p>Provide advice and support to schools on school organisation and relevant training</p>	<p>As above</p>	<p>P</p>

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5. What is the risk associated with this Policy / Change Objective / Budget Saving?

Description of risk	Impact (severity)	Probability (deliverability)	Inherent Risk
The increased cost incurred through increasing number of Powys Children in Out of County provision will be more than the increase in Income achieved.	Low	Low	Low
Schools will not adhere to the revised letting and school use policy and the projected increase in income from lettings will not materialise.			
Does it have potential to impact on another service area?			
Yes – the implementation of the proposal will impact on the workload of HR, Finance, legal, Challenge Advisors			

6. Is there additional evidence to support the Single Integrated Impact Assessment (SIIA)?

What additional evidence and data has informed the development of your proposal?
Documents as Above

7. Policy / Change Objective Impact Assessment Summary and Judgement

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The implementation of the policy is straight forward through the Fair Funding Formula, but Schools will need a high degree of support to successfully implement the required changes from School Service, HR, Legal and Finance	
Judgement (to be included in Corporate or service risk register)	
Very High Risk	High Risk
	Medium Risk
	Low Risk
	X

8. Mitigating Actions

Action	Residual Risk
An action plan is required to identify which schools are required to commence management of change processes to ensure the required changes can be made with the required time frame.	Medium
The service needs to consider if it should offer a voluntary early retirement / redundancy scheme.	Low

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitoring will be undertaken through the individual schools delegated budget planning arrangements.

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10. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		
Head of Service:	Gareth Jones pp Ian Roberts		
Strategic Director:	Jeremy Patterson		
Portfolio Holder:	Cllr Arwel Jones		