

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



This **Impact Assessment (IA)** toolkit, incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management, supporting effective decision making and ensuring compliance with respective legislation. **Please read the accompanying guidance before completing the form.** **Draft versions of the assessment should be watermarked as "Draft" and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council policy IAs should be retained for 7 years.**

Service Area	Housing & Community development / Libraries and Museums	Head of Service	Nina Davies	Strategic Director	Nigel Brinn	Portfolio Holder	CLlr Rachel Powell CLlr Phyl Davies
Proposal	Reduction in revenue support for y Gaer						
Outline Summary / Description of Proposal							
Reduction of y Gaer operating budget. Longer term MTFS aspiration is either shared use or charitable trust status. Invite partners to share space within the building in order to contribute to future revenue costs (as estimated). Expressions of Interest (EOI's) have been invited.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£50,000		£	£	£	£

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Staff consultation required	Immediately	Yes

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

Version	Author	Job Title	Date
V1	Lucy Bevan	Arts & Culture Commissioning Officer	12/02/19
V3	Lucy Bevan	Arts & Culture Commissioning Officer	05/11/19 Reviewed KT 7/11/19
V4	Lucy Bevan	Arts & Culture Commissioning Officer	08/01/20
V2	Kay Thomas Catherine Richards	Principal Librarian Principal Lead Museums, Archives and Information Management	tbc

4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY			
Corporate Property			
Service Area informed:	Corporate Property	Contact Officer liaised with:	Neil Clutton
Mitigation			

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

Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>The Economy We will develop a vibrant economy</p>	<p>Libraries and museums draw people into town centres and attract tourists too, both of which benefit the local shops and businesses. In addition, libraries support job seekers and self-employed/small businesses through the IT and information provision, which offers supported access to jobseekers online and government gateways. Maintaining both services in Brecon ensures the continuation of such benefits.</p> <p>y Gaer, aims to improve these outcomes by adding to the cultural offer of the town and region. However if opening hours are restricted, the success of y Gaer as a viable facility and its impact in drawing visitors to the town and area will be limited.</p>	<p>Unknown</p>	<p>Potential to further explore commercially beneficial building uses.</p> <p>Potential to further develop cultural visitor attractions in Brecon and to maximise associated spend e.g. shop, hires, building usage</p> <p>Consider use of outside Captain's Walk Garden's space for range of cultural activities in summer period</p>	<p>Unknown</p>

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Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Health and Care We will lead the way in effective, integrated rural health and care</p>	<p>Health promotion and access to health information is one of the universal offers provided by libraries across the UK.</p> <p>Visits to the branch library and museum improve the health and wellbeing of residents and reading boosts mental health, along with social interaction. Book prescription schemes and access to health information is already provided, and volunteer opportunities enhance the offer.</p> <p>Volunteering contributes to community wellbeing and helps improve service delivery of the museum service, in addition to enabling personal development and involvement with heritage. A heavier reliance on volunteer support for y Gaer could increase volunteering opportunities.</p> <p>Access to arts and cultural services overall enhances wellbeing.</p> <p>Maintaining both services in Brecon ensures the continuation of such benefits.</p>	<p>Unknown</p>	<p>A heavier reliance on volunteers would need to be supported, placing more strain on staff.</p> <p>Continue to investigate any ways to improve health and wellbeing outcomes for residents through partnerships and joint working with others.</p> <p>Opportunities to develop local partnership working to promote health and care outcomes e.g. volunteers taking books to housebound people, reading aloud in the home or in the library etc.</p>	<p>Unknown</p>

<p>Learning and skills We will strengthen learning and skills</p>	<p>Libraries support learners of all ages and abilities through provision of quality resources and help with accessing and using those resources, including independent study space and providing a location for 1-1 tuition and courses.</p> <p>Across Powys, 68% of respondents in the adult library user survey 2018 said that the library has helped them to learn something new, and 33% said it helps them with education.</p> <p>The Brecknock Museum is delivering an HLF funded Activity Plan – educational outreach work with schools and communities</p> <p>For volunteers the payback can be significant in terms of skills and employability. Volunteering helps people with their sense of being part of a workplace; helps them learn or improve their IT or other work-related skills; and improves their confidence to look for work.</p> <p>Museums have always been a vital resource of educational attainment, providing source material for a range of qualifications from GCSEs to PhDs. Museum collections have been widely used to bring a wide range of school subjects to life such as history, geography and provide the stimulus for projects as such as art and drama productions.</p> <p>This proposal may affect this outcome by restricting access due to limited opening hours / availability of staff support.</p>	<p>Unknown</p>	<p>Volunteer opportunities continue to be developed and supported throughout y Gaer.</p> <p>Opportunities to develop local partnership working to promote learning opportunities.</p>	<p>Unknown</p>
<p>Residents and Communities We will support our residents and communities</p>	<p>Museum and library services support residents to live fulfilled lives and to feel part of their community. Brecknock Museum holds, cares for and continues to develop collections for the county which represents our rich and diverse culture.</p>	<p>Unknown</p>	<p>Continue to investigate any ways to improve this support for residents through partnerships and joint working with others.</p>	<p>Unknown</p>

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Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
	<p>Across Powys, 80% of respondents in the adult library user survey 2018 said that their local library makes them feel part of their community, 97% find their library an enjoyable, safe and friendly environment, 83% said it makes them feel better, and 88% said that their library makes a difference to their lives.</p> <p>In Brecon, 71% of library users said that the library makes them feel part of the community, 97% find the library an enjoyable, safe and friendly environment, 77% said that the library makes them feel better, and 95% said that the library makes a difference to their lives.</p> <p>57% of the respondents to the adult library user survey Nov 2018 reported that the library had helped them with information about health matters, and 83% said that going to the library makes them feel better.</p> <p>Volunteer opportunities should support a feeling of belonging to the local community.</p>		<p>Staff will need to be proactively consulted and engaged in deciding how to most effectively operate the building with limited resources.</p>	

Source of Outline Evidence to support judgements

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6. How does your proposal impact on the Welsh Government's well-being goals?

Well-being Goal	How does proposal contribute to this goal?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>Libraries and museums already provide an efficient use of resources through the same materials and facilities being shared and used over and over by a multitude of users. Work experience and volunteer opportunities in both, develop skills for employability. Potentially limited access will reduce effectiveness in meeting this goal.</p>	<p>Unknown</p>	<p>Continue to investigate any ways to improve opportunities for residents. Continue to improve online access to resources, including development of y Gaer website.</p>	<p>Unknown</p>
<p>A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p>N/A</p>	<p>Choose an item.</p>		<p>Choose an item.</p>

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Well-being Goal	How does proposal contribute to this goal?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>A healthier Wales: A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	<p>Health promotion and access to health information is one of the universal offers provided by libraries across the UK.</p> <p>Visits to cultural/heritage services such as libraries and museums improves the overall health and wellbeing of residents, and reading boosts mental health, along with social interaction. Book prescription schemes and access to health information is already provided, and will continue to be provided in the future.</p> <p>In Brecon, 71% of library users said that the library makes them feel part of the community, 97% find the library an enjoyable, safe and friendly environment, 77% said that the library makes them feel better, and 95% said that the library makes a difference to their lives.</p> <p>57% of the respondents to the adult library user survey Nov 2018 reported that the library had helped them with information about health matters, and 83% said that going to the library makes them feel better.</p> <p>Volunteer opportunities also boost health related outcomes.</p> <p>Limited access to the services y Gaer offers could reduce these beneficial outcomes for residents.</p>	<p>Unknown</p>	<p>Continue to investigate any ways to improve this support for residents through partnerships and joint working with others.</p>	<p>Unknown</p>

Well-being Goal	How does proposal contribute to this goal?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>In Brecon, 71% of library users said that the library makes them feel part of the community, 97% find the library an enjoyable, safe and friendly environment, 77% said that the library makes them feel better, and 95% said that the library makes a difference to their lives. 74% had found helpful information about their community.</p> <p>57% of the respondents to the adult library user survey Nov 2018 reported that the library had helped them with information about health matters, and 83% said that going to the library makes them feel better.</p> <p>Brecknock Museum promotes the cultural life of our county, it encourages active participation in culture, protects our heritage, helps expand our international profile and contributes to our tourism industry.</p> <p>Volunteer opportunities also help to build community cohesion and a sense of belonging and contributing.</p>	<p>Neutral</p>	<p>Continue to investigate any ways to improve this support for residents through partnerships and joint working with others.</p> <p>Staff will need to be proactively consulted and engaged in the project.</p> <p>Engage with experts to design the most comprehensive and efficient layout, to maximise diverse service delivery potential.</p>	<p>Unknown</p>
<p>A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>	<p>Library and museum services support the UN Rights of the Child. Access to wide range of information and democratic process. Access to cultural wellbeing. No significant change to outcomes.</p>	<p>Neutral</p>		<p>Unknown</p>

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	Access to Welsh language resources may be limited by reduced opening hours.	Neutral	Online resources made available where possible.	Unknown
<i>Opportunities to promote the Welsh language</i>	Currently provided through range of stock and resources, including bilingual displays and exhibitions and Welsh speaking staff – it is important to sustain this and develop staff/volunteer skills, as well as to maintain links with partners who help libraries with this e.g. Welsh for Adults, Mudiad, Adult Learners Wales, Mentrau Iaith. Access may be negatively affected by reductions in opening hours.	Neutral	Staff restructure must ensure Welsh speaking staff provision. Continue to investigate all possible partnerships to improve Welsh language opportunities for staff and residents. It may prove possible to enhance this through community partnerships and use of volunteers as well as hosting Welsh language themed events.	Unknown
<i>Welsh Language impact on staff</i>	Data collection required. Staff may be affected by changes to opening hours.	Unknown	Consider needs as part of the Management of Change process. Continue to investigate all possible partnerships to improve Welsh language opportunities for staff and residents. It may prove possible to enhance this through community partnerships and use of volunteers. Seek to recruit Welsh speaking members of staff and volunteers wherever possible	Unknown

Well-being Goal	How does proposal contribute to this goal?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p><i>People are encouraged to do sport, art and recreation.</i></p>	<p>Improvement to this outcome through co-location of 2 cultural services offering arts and recreational opportunities.</p> <p>HLF funded education activity programme to 2021 enhances access to arts & cultural participatory activities & events.</p> <p>The Sir John Lloyd Gallery and the Temporary Exhibition space at y Gaer present a programme of exhibitions, events & activities. Access to these may be limited due to minimum opening hours.</p> <p>Branch libraries and museums currently offer a wide range of opportunities for cultural, educational and recreational activities, and it is important that these opportunities are maintained through a regular programme at the new facility. The range of activities and events offered, which meet a wide variety of strategic outcomes such as digital inclusion, literacy, health and wellbeing and support for the Welsh language, has been impressive in the context of reduced budgets, and has been supported by partner organisations and volunteers.</p>	<p>Neutral</p>	<p>Continue to investigate any ways to improve this participation for residents through partnerships and joint working with others.</p> <p>Consider use of outdoor space to broaden activities available.</p> <p>Investigate further partnership working with local schools and leisure facilities, to broaden offer and to provide a larger venue if needed</p>	<p>Unknown</p>
<p>A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</p>				

<p>Age</p>	<p>The age breakdown of 68,596 registered library members shows the following: 0-4 years 1524 5 – 10 years 5510 11-13 years 4209 14-17 years 4466 18-59 years 31218 60+ years 21029 Not all registered members have given this information. This equates to 23% under 18, 46% aged 18-59 years, and 31% over 60 years old.</p> <p>Brecon library has 9878 registered readers, with the following age profile:</p> <table border="1"> <thead> <tr> <th>Age Category</th> <th>Number of Users</th> </tr> </thead> <tbody> <tr> <td>0-4</td> <td>232</td> </tr> <tr> <td>5-10</td> <td>809</td> </tr> <tr> <td>11-13</td> <td>543</td> </tr> <tr> <td>14-17</td> <td>584</td> </tr> <tr> <td>18-59</td> <td>4835</td> </tr> <tr> <td>60-PLUS</td> <td>2829</td> </tr> <tr> <td>NOT SUPPLIED</td> <td>46</td> </tr> <tr> <td>Total Users</td> <td>9878</td> </tr> </tbody> </table> <p>22% under 18, 49% aged 18-59 years, 29% aged 60+. Brecon library therefore has more working age members than is the average across Powys. Longer opening hours on the weekend has the potential to suit this group better.</p> <p>Data development / analysis required.</p>	Age Category	Number of Users	0-4	232	5-10	809	11-13	543	14-17	584	18-59	4835	60-PLUS	2829	NOT SUPPLIED	46	Total Users	9878	<p>Neutral</p>	<p>Continue to investigate all possible partnerships and ways to improve outcomes for residents of all ages. Investigate bus routes and parking facilities</p>	<p>Unknown</p>
Age Category	Number of Users																					
0-4	232																					
5-10	809																					
11-13	543																					
14-17	584																					
18-59	4835																					
60-PLUS	2829																					
NOT SUPPLIED	46																					
Total Users	9878																					
<p>Disability</p>	<p>Data development required.</p> <p>Across Powys, 31% of respondents to the adult library user survey stated that they live with a long term</p>	<p>Unknown</p>	<p>Continue to work with Brecon Access Group</p>	<p>Unknown</p>																		

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	<p>condition; for Brecon library, this was 36%, showing that Brecon library has a higher than average number of customers with disabilities. Mental health conditions were cited most frequently (31%), dexterity (23%), hearing, mobility and memory issues (15% each). Brecon library has a higher % of respondents living with mental health conditions than the average across Powys library service (20%). y Gaer will offer a range of resources, activities and social interaction opportunities which boost mental health. Restricted opening hours could reduce access to these benefits.</p> <p>The Brecon Access group has been represented on the Stakeholders group for y Gaer, to highlight issues.</p> <p>Disabled toilets and the changing places facility in particular will offer disabled visitors enhanced provision over those currently available. This could be negated by reduced opening hours/service provision.</p>			
Gender reassignment	There is no specific impact on this characteristic. Data is gathered using PCC Equality Monitoring form, however many respondents refuse to answer this question	Neutral	Continue to investigate all possible partnerships to improve opportunities for residents.	Unknown
Marriage or civil partnership	There is no specific impact on this characteristic. Data is gathered using PCC Equality Monitoring form, however many respondents refuse to answer this question.	Neutral	Continue to investigate all possible partnerships to improve opportunities for residents.	Unknown
Race	Data development required.	Neutral		Choose an item.

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Religion or belief</i>	There is no specific impact on this characteristic. Data is gathered using PCC Equality Monitoring form, however many respondents refuse to answer this question.	Neutral		Choose an item.
<i>Sex</i>	Data development required. Across Powys libraries, 37% of members are male and 57% female, with 6% not giving data. y Gaer library members show slightly higher male usage, with 39% males, 57% female and 4% not responding. Reduced opening hours/service provision would affect both genders.	Neutral		Unknown
<i>Sexual Orientation</i>	There is no specific impact on this characteristic. Data is gathered using PCC Equality Monitoring form, however many respondents refuse to answer this question.	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	Data development required.	Neutral		Choose an item.

Source of Outline Evidence to support judgements

7. How does your proposal impact on the council's other key guiding principles?

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Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	This proposal puts at risk the delivery of continuing a viable service due to insufficient funds being available to meet running costs.	Poor	Explore other options and partners in order to secure a sustainable future model.	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The proposal will seek to establish a solution through collaboration with potential partner/s.	Unknown	All forms of potential collaboration will be explored with a view to sharing the burden of running costs & making possible the extension of opening hours.	Unknown
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The y Gaer project has been widely consulted on via public consultation throughout its development from inception. However expectations around opening hours, access to community facilities etc. may not be met and will need to be managed.	Unknown	Further collaboration with community and stakeholders needed to address and attempt to overcome concerns about lack of availability of community space, reductions in facilities and access to them.	Unknown
Prevention: Understanding the root causes of issues to prevent them from occurring.	Ongoing concerns raised by Stakeholder Group and funding partners will be considered and addressed where possible.	Neutral	It will be necessary to continue to engage with staff, partners, funders, stakeholders and the public going forward, to overcome these concerns. It will also be necessary to ensure that adequate public information about the scheme is provided through press coverage and social media.	Unknown
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The new facility will continue to provide beneficial outcomes which meet wellbeing objectives.	Neutral		Unknown
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Libraries and museums contribute significantly through being free at the point of delivery, and the new facility will continue to do so, though access re: opening hours may be necessarily limited.	Neutral		Choose an item.

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Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	n/a	Neutral		Choose an item.
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	The new facility will continue to provide a safe and welcoming environment, and follow service and corporate policies around safeguarding. Potential volunteers will be DBS checked as standard practice.	Neutral		Choose an item.
Impact on Powys County Council Workforce	There may be redundancies through this proposal, as the current staffing structure may be unaffordable. The PCC Management of Change and other relevant policies and procedures will be followed. The staff are predominantly female. Data development required.	Poor	Use redeployment and other training opportunities for staff at risk of redundancy, working with HR and Unions as appropriate.	Unknown
Source of Outline Evidence to support judgements				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		
Every effort will be made to minimise impacts on service users through maximising use & availability of space where possible, provision of disabled parking, etc. The same services will aim to continue to be provided although reductions in opening hours may challenge this. A reliance on alternative means of non-wholly building based service delivery e.g. outreach, use of outdoor space, supported use of online services will continue.		

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9. What are the risks to service delivery or the council following implementation of this proposal?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Inability of service delivering y Gaer to meet costs of revenue expenditure with insufficient budget available.	Medium	Rigorous & realistic financial planning combined with operational model planning essential.	Medium
Reduction in library space reducing space available for range of community uses / not meeting public expectations.	High	Communications; stakeholder engagement; cooperative & shared uses of flexible space being explored.	Medium
Process of seeking partners to share space	Medium	Appropriate engagement and scrutiny of any new proposal	Medium
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
		X	

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

Action	Target Date	Outcome	Decisions made
Portfolio Holder decision required	Choose an item.	Date required	
Cabinet decision required	Choose an item.	Date required	
Council decision required	Choose an item.	Date required	

11. Indicative resource requirements (FTE) – link to Resource Delivery Plan

Support Requirements	2018-19				2019-20				2020-21			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Financial Services												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The reduction of revenue funding available to support the future running costs of y Gaer will require a full review of what services can be offered and how, alongside a robust exploration of a range of income generation and cost deflation opportunities.	

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

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

14. On-going monitoring arrangements?

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

Financial reporting

Please state when this Impact Assessment will be reviewed.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lucy Bevan	<i>Lucy Bevan</i>	08 Jan 2020
Head of Service:	Nina Davies		
Strategic Director:	Nigel Brinn		
Portfolio Holder:	CLlr Rachel Powell		

16. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS