Cyngor Sir Powys County Council
Impact Assessment (IA)
The integrated approach to support effective decision making

Powys

Please read the accompanying guidance before completing the form.
This **Impact Assessment (IA)** toolkit, incorporates a range of legislative requirements that support effective decision making and ensure compliance with all relevant legislation. **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	Digital Services	Head of Service	Diane Reynolds	Director	Ness young	Portfolio Holder	Cllr Graham Breeze
Proposal		Reduce Annual Revenue Contribution to Device Refresh by £200k					
Outline Summary / Description of Proposal							

Reduction in Contract costs (System Rationalisation Programme)

Since 2015 Powys County Council has been rationalising their ICT systems via the System rationalisation Programme. This programme has, to date led to the decommissioning of over 60 systems, along with a reduction of a number of contract costs delivering savings to the organisation.

Alongside System Rationalisation ICT have concentrated heavily on Contract Negotiation to remove costs where possible.

This proposal continues the above work and it is estimated that the ICT budget funding many of these corporate contracts can be reduced by £65k year on year for 3 years 20/21 21/22 22/23.

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

Version	Author	Job Title	Date
1	Ellen Sullivan	Professional Lead- ICT	02/09/19

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
		65k	65k	65k	£195k

3. Consultation requirements

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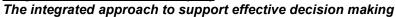| Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Changes are to systems not services. Internal communication with service areas regarding the systems that they utilise take place within any system rationalisation/decommission.

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4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Have you considered the implications on Health & Safety, Corporate Parenting and Data Protection?) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY
Yes. The proposal to continue to reduce contract costs through the work within the System Rationalisation Programme does and will impact on other services areas (demonstrating a positive impact). The service areas that are utilising the systems that we are either rationalising or de-commissioning will be impacted, however before work commences, all effected services areas are consulted with and are engaged in the process.

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

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy **We will develop a vibrant economy**		Neutral		Choose an item.
Health and Care **We will lead the way in effective, integrated rural health and care**		Neutral		Choose an item.
Learning and skills **We will strengthen learning and skills**		Neutral		Choose an item.
Residents and Communities **We will support our residents and communities**		Neutral		Choose an item.

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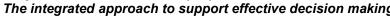| Source of Outline Evidence to support judgements |
|---|
| • System Rationalisation Business Case |
| • Project plans |
| It should be noted that this proposal does impact **Positively** against the 'Making it happen' Well-being Objective- Changing how we work, specifically- *To design and implement our digital transformation, setting the map for how the Council will take advantage of digital technologies to transform service delivery through the way we work, how we use information, support our customers, improve resident opportunities and help our businesses to compete.* |

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

Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	*proposal neither undermines or contributes to this goal*	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
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. **Public Health (Wales) Act, 2017:** Part 6 of the Act requires for public bodies to undertake a health impact assessment to assess the likely effect of a proposed action or decision on the physical or mental health of the people of Wales.	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
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. **Human Rights - is about being proactive (see guidance)** **UN Convention on the Rights of the Child:** The Convention gives rights to everyone under the age of 18, which include the right to be treated fairly and to be protected from discrimination; that organisations act for the best interest of the child; the right to life, survival and development; and the right to be heard.	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Opportunities to promote the Welsh language	*proposal neither undermines or contributes to this goal*	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
Welsh Language impact on staff	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
People are encouraged to do sport, art and recreation.	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
Age	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Disability	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Gender reassignment	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Marriage or civil partnership	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Race	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Religion or belief	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Sex	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Sexual Orientation	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.
Pregnancy and Maternity	*proposal neither undermines or contributes to this goal*	Neutral		Choose an item.

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Source of Outline Evidence to support judgements
• System Rationalisation Business Case • Project plans The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above Well-being goals.

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

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.	The System Rationalisation Programme aims to support the digital needs of future generations.	Good		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Collaboration with service areas/organisations/suppliers are key to the System Rationalisation Programme to ensure that the most effective solutions are determined	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.		Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.		Neutral		Choose an item.
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.		Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		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		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.		Neutral		Choose an item.
Impact on Powys County Council Workforce	The proposal aims to support a digital workforce where applicable.	Good		Choose an item.
Source of Outline Evidence to support judgements				
- System Rationalisation Business Case - Project plans The above judgements have been concluded through cross referencing the detail within the System Rationalisation Programme against the above principles.				

8. What is the impact of this proposal on our communities?

Severity of Impact on Communities	Scale of impact	Overall Impact
Low	Low	Low
Mitigation		
n/a		

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9. How likely are you to successfully implement the proposed change?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
High	Medium	Low
Mitigation		
Continue to monitor progress/issues of the System Rationalisation Programme.		

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Resource to implement change (systems to rationalise/decommission)	Medium	Monitor resource requirements through effective Project plans, highlight changes in pace of change to the organisation	Low
Appetite of service areas to review current systems and support change	Medium	Ensure all those service areas affected are communicated/engaged with in order to support the change	Low
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	**High Risk**	**Medium Risk**	**Low Risk**
			x

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10. Overall Summary and Judgement of this Impact Assessment?

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

The overall judgement of this Impact assessment is **'positive'** in contributing to the following:

- Reduction in Cost, support & maintenance requirement
- Improved Integration between remaining systems
- Maximise investment
- Streamline IT portfolio and regain flexibility and adaptability
- Better use of information (data library)
- Service Improvement- Ensuring we have fit for purpose systems.

The overall risk identified in this impact assessment is **'Low'**. The need for adequate resource and the appetite to change is key. Mitigating actions have been identified which will lower the inherent risk from medium to low.

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

What additional evidence and data has informed the development of your proposal?
• System Rationalisation Business Case • Project plans • Project closure reports • Evidence of reduction in contract costs

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Monitor Programmes progress. Continue to review contracts through the ICT Governance process.

Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Ellen Sullivan	E Sullivan	02/09/19

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Head of Service:	Diane Reynolds		
Director:	Ness Young		
Portfolio Holder:	Cllr Graham Breeze		

14. Governance

Decision to be made by	Choose an item.	Date required	

FORM ENDS