

LOW RISK IMPACT ASSESSMENTS

1819-05 – Reduce Gypsy and Traveller management and maintenance site budget

1819-07 – Increase Private Sector Team income by £30k per annum from an increased allocation of capital

1819-09 – ICT Savings 2018/19 – PSBA

1819-12 – Countryside and Outdoor Recreation

1819-14 – To secure savings of £179k through efficiency savings already secured through contract management with the councils leisure provider, and through the efficiency savings achieved by reduction in leisure building portfolio

1819-15 – Reduce Funding Support for Theatre provision

1819-16 – Arts: Theatre funding reduction to a minimum

1819-18 – Reduce photocopying budget

1819-19 – Reduce travel expenses

1819-22 – Match Funding for Welsh Government Targeted Regeneration Investment Programme

1819-24 – Extra car parking space within the County Hall Campus

1819-25 – Farms Estate – allocation of additional £500,000 capital budget

1819-27 – Disposals – Funding to deal with surplus properties

1819-28 – Business Unit Portfolio Review Project

1819-32 – Small School Closures

1819-33 – Restructuring of Schools Service

1819-34 – Implementation of cashless system in respect to school meals

1819-35 – Establish an internal supply insurance pool on a stop loss insurance basis

1819-37 – Resources New Model

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	Head of Service	Simon Inkson	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Jonathan Wilkinson
Proposal	1819-05 - Reduce Gypsy and Traveller management and maintenance site budget						
Outline Summary / Description of Proposal							
This IA assesses the impact of to reduce other GF budgets particular the Gypsy and Traveller management and maintenance site budgets by £8k.							
The Housing General Fund (GF) should pay for a range of non-landlord housing functions which are statutory and regulatory obligations for the Council. The GF budget is currently £799k and the MTFs shows the requirement to achieve £80k savings in 2018/19. The service propose achieving the remainder of the savings by:							
<ul style="list-style-type: none"> increasing the Private Sector Housing Team (PSH) income by £30k per annum from an increased allocation of capital; decreasing the allocation from the Housing General Fund (GF) to Supporting People (SP) staffing/establishment by £42k which is the equivalent of a Supporting People Development Officer post and replacing the work in the team with a supporting people grant funded project “What Matters”. 							
These proposed savings are assessed separately.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£8k	£	£	£	£	£8k

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification) There will be no change for service users		Choose an item.

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

Version	Author	Job Title	Date
1	Dafydd Evans	Service Manager Housing Solutions	26 th October 2017
2	Henk Jan Kuipers	Service Improvement Officer	16-11-2017

3	Greg Thomas	Business Continuity and Risk Management Officer	20 th November 2017
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Impact Assessment (IA)

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4. Impact on Other Service Areas

<p>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</p>	
<p>Reducing the management and maintenance budgets to the Gypsy and Traveller sites may impact the health and safety of the sites which can be intensive for example there are requirements to comply with fire safety regulations on the sites.</p>	
<p>Service Area informed:</p>	<p>Contact Officer liaised with:</p>
<p>Mitigation</p> <p>There has been an underspend on the budgets previously and the Council has also undertaken considerable capital investment in the sites. Fire Safety Risk assessments will be undertaken on the two sites. The Housing Fire Safety working group, which include the Fire Service and Corporate H&S Adviser, monitors fire safety. If necessary the Housing Service will look to enforce tenancy conditions therefore reducing the liability to the Council. The Service Manager Tenancy Services is responsible for ensuring any H&S issues are addressed.</p>	

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
The Economy We will develop a vibrant economy	No impact expected	Unknown		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	No impact expected	Unknown		Choose an item.
Learning and skills We will strengthen learning and skills	No impact expected	Unknown		Choose an item.
Residents and Communities We will support our residents and communities	No impact expected	Unknown		Choose an item.

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Source of Outline Evidence to support judgements

The Mobile Homes Act ensures that Gypsy and Traveller accommodation is governed by tenancy conditions which can be enforced via the courts.

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.	No impact expected	Unknown		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).	No impact expected	Unknown		Choose an item.
A healthier Wales: A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	No impact expected	Unknown		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact expected	Unknown		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 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.	No impact expected	Unknown		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	No impact expected	Unknown		Choose an item.
<i>Opportunities to promote the Welsh language</i>	No impact expected	Unknown		Choose an item.
<i>Welsh Language impact on staff</i>	No impact expected	Unknown		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	No impact expected	Unknown		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact expected	Unknown		Choose an item.
<i>Disability</i>	No impact expected	Unknown		Choose an item.
<i>Gender reassignment</i>	No impact expected	Unknown		Choose an item.
<i>Marriage or civil partnership</i>	No impact expected	Unknown		Choose an item.
<i>Race</i>	How the reduction and Gypsy and Traveller budgets is perceived maybe be adverse as it relates to one ethnic group.	Poor	There has been an underspend on the budgets previously and the Council has also undertaken considerable capital investment in the sites	Neutral
<i>Religion or belief</i>	No impact expected	Unknown		Choose an item.
<i>Sex</i>	No impact expected	Unknown		Choose an item.
<i>Sexual Orientation</i>	No impact expected	Unknown		Choose an item.
<i>Pregnancy and Maternity</i>	No impact expected	Unknown		Choose an item.

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Source of Outline Evidence to support judgements

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

Principle	How does the proposal impact on this principle?	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.	No impact expected	Unknown		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No impact expected	Unknown		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The reduction in Gypsy and Traveller budgets could be perceived as being unfair however as the Council has invested capital funds in the sites the savings can be achieved from revenue.	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact expected	Unknown		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.	No impact expected	Unknown		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact expected	Unknown		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	No impact expected	Unknown		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.	No impact expected	Unknown		Choose an item.
Impact on Powys County Council Workforce	No impact expected	Unknown		Choose an item.
Source of Outline Evidence to support judgements				

8. Achievability of proposal?

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

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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
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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

Action	Target Date	Outcome	Decisions made
None			
Portfolio Holder decision required	No	Date required	
Cabinet decision required	Yes	Date required	22/2/2018
Council decision required	No	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
None												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Reducing other GF budgets particular the Gypsy and Traveller management and maintenance site budgets by £8k can be achieved without any change to service delivery. Previously the budget was underspend and capital investments have reduced the need for management and maintenance.	

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

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

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14. On-going monitoring arrangements?

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

The Service Manager Tenancy Services is monitoring that any identified H&S issues are addressed.

Please state when this Impact Assessment will be reviewed.

If there would be an unexpected increased demand for management and maintenance.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Dafydd Evans		
Head of Service:	Simon Inkson		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	CLlr Jonathan Wilkinson		

16. Governance

Decision to be made by	Cabinet	Date required	22/2/2018
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FORM ENDS

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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	Head of Service	Simon Inkson	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Jonathan Wilkinson
Proposal	1819-07 - Increase Private Sector Team income by £30k per annum from an increased allocation of capital.						
Outline Summary / Description of Proposal							
This IA assesses the impact of increasing the Private Sector Housing Team (PSH) income by £30k per annum from an increased allocation of capital.							
The Housing General Fund (GF) should pay for a range of non-landlord housing functions which are statutory and regulatory obligations for the Council. The GF budget is currently £799k and the MTFs shows the requirement to achieve £80k savings in 2018/19. The service propose achieving the remainder of the savings by:							
<ul style="list-style-type: none"> decreasing the allocation from the Housing General Fund (GF) to Supporting People (SP) staffing/establishment by £42k which is the equivalent of a Supporting People Development Officer post and replacing the work in the team with a supporting people grant funded project "What Matters"; to reduce other GF budgets particular the Gypsy and Traveller management and maintenance site budgets by £8k. 							
These proposed savings are assessed separately.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£30k	£	£	£	£	£30k

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Staff consultation required	25/1/2018	Yes

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

Version	Author	Job Title	Date
1	Dafydd Evans	Service Manager Housing Solutions	26 th October 2017
2	Henk Jan Kuipers	Service Improvement Officer	16-11-2017
3	Greg Thomas	Business Continuity and Risk Management Officer	20 th November 2017

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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	
None expected	
Service Area informed:	Contact Officer liaised with:
Mitigation	
None	

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	The increased capital available to PSH team means that more landlords/homeowners could benefit from loans and invest/improve.	Good		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	Reduce hazard rating of the private sector accommodation	Good		Choose an item.
Learning and skills We will strengthen learning and skills	No impact expected	Unknown		Choose an item.
Residents and Communities We will support our residents and communities	Better quality housing and potential reuse of empty dwellings	Good		Choose an item.

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Source of Outline Evidence to support judgements

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>	The increased capital available to PSH team means that more landlords/homeowners could benefit from loans and invest/improve the efficiency and hazard rating of the private sector accommodation.	Good		Choose an item.
<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>	No impact expected	Unknown		Choose an item.
<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>	Health hazards removed from properties	Good		Choose an item.
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	No impact expected	Unknown		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 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.	No impact expected	Unknown		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	No impact expected	Unknown		Choose an item.
<i>Opportunities to promote the Welsh language</i>	No impact expected	Unknown		Choose an item.
<i>Welsh Language impact on staff</i>	No impact expected	Unknown		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	No impact expected	Unknown		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact expected	Unknown		Choose an item.
<i>Disability</i>	No impact expected	Unknown		Choose an item.
<i>Gender reassignment</i>	No impact expected	Unknown		Choose an item.
<i>Marriage or civil partnership</i>	No impact expected	Unknown		Choose an item.
<i>Race</i>	No impact expected	Unknown		Choose an item.
<i>Religion or belief</i>	No impact expected	Unknown		Choose an item.
<i>Sex</i>	No impact expected	Unknown		Choose an item.
<i>Sexual Orientation</i>	No impact expected	Unknown		Choose an item.
<i>Pregnancy and Maternity</i>	No impact expected	Unknown		Choose an item.

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Source of Outline Evidence to support judgements

The PSH team have an established loan products which enable the generation of income however the team have limited capacity in the levels of capital they can administer.

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.	No impact expected	Unknown		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Working with private landlords and owner-occupiers to improve the quality of accommodation.	Good		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No impact expected	Unknown		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	Addressing maintenance issues now prevents them from becoming larger in the future	Good		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.	Better quality housing improves wellbeing of the occupants	Good		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Energy efficiency measures reduce fuel poverty	Good		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	No impact expected	Unknown		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.	No impact expected	Unknown		Choose an item.
Impact on Powys County Council Workforce	Additional workload for PSH, without additional staffing resources.	Poor	Ensure that working practices are efficient and that the additional workload can be managed within current staffing resources.	Neutral
Source of Outline Evidence to support judgements				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Medium	Low
Mitigation		
Ensure that working practices are efficient and that the additional workload can be managed within current staffing resources. The Private Sector Housing Team Leader is responsible for monitoring workloads through IPR conversations and team meetings.		

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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
Capacity in the PSH team	Medium	The allocation of funds has been made and efficiencies in policy and procedure implemented which enable additional capacity.	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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

Action	Target Date	Outcome	Decisions made
Portfolio Holder decision required	No	Date required	
Cabinet decision required	Yes	Date required	22/2/2018
Council decision required	No	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
None												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Increasing the Private Sector Housing Team income by £30k per annum from an increased allocation of capital will achieve a structural Housing General Fund saving. Additional loans to landlords and owner occupiers will address maintenance issues and create business for the construction sector. The additional administration and support that will be needed can be provided within current staff levels.	

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

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

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None

14. On-going monitoring arrangements?

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

The Private Sector Housing Team Leader is responsible for monitoring workloads through IPR conversations and team meetings.
The Private Sector Housing Service Improvement Officer monitors achieving the increased income.

Please state when this Impact Assessment will be reviewed.

When issues would be raised that indicate the proposal is not sustainable. This is not expected.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Dafydd Evans		
Head of Service:	Simon Inkson		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr Jonathan Wilkinson		

16. Governance

Decision to be made by	Cabinet	Date required	22/2/2018
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FORM ENDS

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Please read the accompanying guidance before completing the form.

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Service Area	ICT and Programmes	Head of Service	Andrew Durant	Strategic Director	Mark Evans	Portfolio Holder	Cllr James Evans
Proposal	2819-09 - ICT savings 2018/19 – PSBA £30k of total target of £319						
Outline Summary / Description of Proposal							
Powys County Council uses the all Wales Public sector Broadband aggregate (PSBA) to provide its Wide area Network (WAN) for its buildings and schools. The PSBA is an all Wales services provides by BT. During 2017/18 BT have upgraded the network across Wales creating a super core network using existing BT exchanges rather than the previous PSBA that utilised public sector offices including Powys. The result of these changes is that the unit cost of delivery is expected to reduce during 2018/19. Powys pay PSBA £600k per annum for these services and it is anticipated that this will reduce by £30k in 2018/19. Whilst further reductions are anticipated in future years there is also pressure to improve bandwidths to core buildings and schools. 2019 /20 savings (if any) are therefore not yet definable.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£30k	£TBC	£nil	£nil	£nil	£30k

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	This will not affect service delivery, but will take advantage of improving technology to reduce cost.	No

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

Version	Author	Job Title	Date
V1	Andrew Durant	Head of ICT and Programmes	30/10/2017

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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			
This will not affect service delivery, but will take advantage of improving technology to reduce cost.			
Service Area informed:	n/a	Contact Officer liaised with:	n/a
Mitigation			
n/a			

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	The PSBA underpins electronic connectivity to Services	Neutral	no impact	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	The PSBA underpins electronic connectivity to Health and care services	Neutral	no impact	Neutral
Learning and skills We will strengthen learning and skills	The PSBA underpins electronic connectivity to Schools	Neutral	no impact	Neutral
Residents and Communities We will support our residents and communities	The PSBA underpins electronic connectivity to Services	Neutral	no impact	Neutral

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Source of Outline Evidence to support judgements

The PSBA is a National services managed by Welsh Government. Powys County Council is part of the national contract and the savings provided have been secured by the national PSBA programme board on behalf of all Local Authorities.

6. How does your proposal impact on the Welsh Assembly'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.	More Efficient use of resources	Good	None	Good
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).	Improved resilience and business continuity	Good	None	Good
A healthier Wales: A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	N/A	Neutral	None	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	PSBA is used by all Wales Public sector organisations and as such is an enabler for sharing	Good	None	Good

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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
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.	No impact	Neutral	No impact	Neutral
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>	No impact	Neutral	No impact	Neutral
<i>Opportunities to promote the Welsh language</i>	No impact	Neutral	No impact	Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral	No impact	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral	No impact	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral	No impact	Neutral
<i>Disability</i>	No impact	Neutral	No impact	Neutral
<i>Gender reassignment</i>	No impact	Neutral	No impact	Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral	No impact	Neutral
<i>Race</i>	No impact	Neutral	No impact	Neutral
<i>Religion or belief</i>	No impact	Neutral	No impact	Neutral
<i>Sex</i>	No impact	Neutral	No impact	Neutral
<i>Sexual Orientation</i>	No impact	Neutral	No impact	Neutral
<i>Pregnancy and Maternity</i>	No impact	Neutral	No impact	Neutral

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Source of Outline Evidence to support judgements

The PSBA is a National services managed by Welsh Government. Powys County Council is part of the national contract and the savings provided have been secured by the national PSBA programme board on behalf of all Local Authorities.

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.	No impact	Neutral	No impact	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	PSBA is an enabler to share electronically across the public sector	Good	n/a	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No impact	Neutral	No impact	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral	No impact	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	PSBA is an enabler to share electronically across the public sector	Good	n/a	Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral	No impact	Neutral

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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		Good		Choose an item.
Source of Outline Evidence to support judgements				
The PSBA is a National services managed by Welsh Government. Powys County Council is part of the national contract and the savings provided have been secured by the national PSBA programme board on behalf of all Local Authorities.				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		
none		

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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
Funding for future increase in bandwidth	Medium	Create a WAN forward plan with schools and corporate property	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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

Action	Target Date	Outcome	Decisions made
Confirm 2018/19 PSBA costs with BT	01/4/2017	Reduced contract costs	PSBA national
Portfolio Holder decision required	No	Date required	
Cabinet decision required	No	Date required	
Council decision required	No	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
None												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
No impact	

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

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

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14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Budget monitoring already in place
Please state when this Impact Assessment will be reviewed.
April 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Steve Davies		
Head of Service:	Andrew Durant		
Strategic Director:	Mark Evans		
Portfolio Holder:	CLlr James Evans		

16. Governance

Decision to be made by	Portfolio Holder	Date required	01/4/2018
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FORM ENDS

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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 6 years.

Service Area	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Wilkinson
Proposal	1819-12 - Countryside & Outdoor Recreation						
Outline Summary / Description of Proposal							
<p>The Service is charged with making savings across the 2015-19 3 year period. The Council have approved that the Service group will look to achieve this through limiting expenditure on countryside access work to statutory roles, and in encouraging volunteering. To also withdraw from outdoor recreation and play provision, and reducing grass cutting expenditure. Where transfer is not possible, dispose of asset or seek full cost recovery.</p> <p>The role of volunteers and the broad and longer-term aims of asset reduction and disposal are both considered through the Stronger Communities Programme Board, with update papers provided. A project board exist to review ongoing issues and opportunities in relation to the land asset area of work, being the most complex and multi-disciplinary.</p> <p>The 2018-19 £60,000 savings target is to be achieved by devolving land management to Town and Community Councils, some further reductions in grass cutting and savings from existing budgets e.g. rates, utility bills etc.</p>							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£60,000	£	£	£	£	£60,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public and Staff consultation required	March 2018	Yes

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

Version	Author	Job Title	Date
V1	Stuart Mackintosh	Leisure & recreation Services Manager	16-10-2015
V2	Stuart Mackintosh	Leisure & recreation Services Manager	6/9/2016
V3	Stuart Mackintosh	Leisure & recreation Services Manager	26/10/2017
V4	Nina Davies	Countryside Access Officer (Operational)	21/11/2017

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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

Other service areas impacted by the devolvement of land management to Town and Community Councils includes the requirement for support from Legal, Property, HTR and Housing. All of these services are already engaged with the project.

HTR service are now fully delivering grass cutting maintenance for this service. Further savings from the grass cutting budget will be achieved by working with Housing. Discussions are ongoing with regards to the implementation of a uniform grass cutting regime across the PCC estate via management through Housing.

Service Area informed:	HTR/Housing/Legal/Property	Contact Officer liaised with:	Brian Price/Nigel Brinn
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Mitigation

Officers have been working closely with colleagues from across PCC on this project over a number of years.

There was an initial project whereby the grass cutting contract was outsourced (part of a project for HTR), however, there will now be a return to the work being delivered in-house due to the increasing costs. Officers on this project have been working together and fully involved throughout the process. No mitigation for HTR required.

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

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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	The grass cutting service for Outdoor Recreation will no longer be provided through external contractors due to the significant increase in costs. Therefore, work will be delivered in-house via HTR.	Unknown	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. 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.	Unknown
Health and Care We will lead the way in effective, integrated rural health and care	Changes in grounds maintenance management and ownership have the potential to see a reduction in green space available for casual and informal outdoor recreation which supports healthy living.	Neutral	The service have to date worked to secure the ongoing care and management of open spaces through procurement measures. The service work with Town and Community councils and others to secure community delivery- style agreements, to ensure green spaces can continue to be managed and enjoyed by residents where local groups demonstrate a willingness and ability to do so.	Neutral
Learning and skills We will strengthen learning and skills	Increasing the use of volunteers in public rights of way and countryside access work delivers opportunities for local people to develop new skills.	Good	N/A	Good

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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
Residents and Communities We will support our residents and communities	Changes in grounds maintenance management and ownership have the potential to see a reduction in green space available for casual and informal outdoor recreation which supports healthy living Increasing opportunities for volunteering allows residents and communities to be involved in the management of public rights of way and countryside access.	Neutral	The service have to date worked to secure the ongoing care and management of open spaces through procurement measures. The service work with Town and Community councils and others to secure community delivery- style agreements, to ensure green spaces can continue to be managed and enjoyed by residents where local groups demonstrate a willingness and ability to do so. Communities taking on assets are being fully supported throughout the process and being offered incentives.	Neutral

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Source of Outline Evidence to support judgements

Work plan in past 3 years has been under constant review and targeting of seasonal maintenance works. Local press have included examples of redesign, such as hay meadow development in Llandrindod. Community transfers have taken place throughout Powys, with Cabinet reports to support Expression of Interest submissions supported throughout 2015. In Llandrindod, volunteer partnerships have been further demonstrated this approach can work, with local fisheries club monitoring Llandrindod Lake and environment, and Wildlife Trust planting and tendering flower beds to benefit insects.

6. How does your proposal impact on the Welsh Assembly'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.	Increasing volunteering opportunities provides local residents and communities with new skills and experiences. These new skills may assist people to seek employment opportunities.	Good	N/A	Good
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).	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.	Good	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.	Good

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<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>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.</p> <p>Increasing volunteering opportunities offers local people the chance to undertake practical physical tasks in the outdoors, with subsequent physical and mental health benefits.</p>	<p>Unknown</p>	<p>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.</p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>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.</p> <p>Conversely there are the opportunities for communities to work together to secure and safeguard the future of their public open spaces and develop them for the benefit of their future community. Volunteering within local communities can also help improve community spirit and creates connections.</p>	<p>Unknown</p>	<p>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.</p>	<p>Neutral</p>

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<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>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>There should be no immediate change or limitation in the number of play facilities available, however due to financial restraints play items may have to be removed once they fail their RoSPA inspection potentially resulting in future loss of play opportunities.</p>	<p>Unknown</p>	<p>The Countryside & Outdoor Recreation Service will work with local Town & Community Councils and Local Interest Groups to either refurbish or purchase a new piece of play equipment, as long as funds are available, in order for an Asset Transfer or Lease to be successfully completed. Officers will also work with the Councils or Groups to help them undertake the required responsibilities, such as regular inspections and guidance on maintenance issues.</p> <p>Residents (as participants in the survey) profiles as below</p>	<p>Unknown</p>
<p>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.</p>				
<p><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>	<p>Published material is available in both English and Welsh. Communication can be available in English and Welsh.</p>	<p>Neutral</p>	<p>Depending on location, the Welsh language is the first language in some areas of the county.</p>	<p>Neutral</p>
<p><i>Opportunities to promote the Welsh language</i></p>	<p>Published material is available in both English and Welsh. Communication can be available in English and Welsh.</p>	<p>Neutral</p>	<p>Depending on location, the Welsh language is the first language in some areas of the county.</p>	<p>Neutral</p>
<p><i>Welsh Language impact on staff</i></p>	<p>N/A</p>	<p>Unknown</p>	<p>None</p>	<p>Neutral</p>
<p><i>People are encouraged to do sport, art and recreation.</i></p>	<p>With the withdraw of sporting assets from PCC, it should be noted that all the assets will either be leased or transferred as going concerns to either Local Town & Community Councils or Sports Associations meaning that the recreational spaces will continue to be available for sport, art & recreation use.</p>	<p>Unknown</p>	<p>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.</p>	<p>Neutral</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>				

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<p><i>Age</i></p>	<p>The makeup of Powys Residents 2011 census Under 45 32% 45 – 64 36% 65+ 28%</p> <p>Changes to play ground and access provision may impact more on young people and children. However, the transfer of management to Town and Community Councils should help to secure their long-term provision. An issue might arise where a community refused to support the long-term maintenance of a play area, and this led to a gradual reduction in quality, with equipment being removed due to safety concerns. This has not been met as a reality, and sites that have been successfully transferred, have been upgraded even in communities where rural deprivation might be considered.</p> <p>Traditionally, volunteers in Powys are more likely to be older and retired. Increasing volunteering opportunities would have positive benefits for this age group, and for any younger residents looking to gain employment based skills and experience.</p>	<p>Neutral</p>	<p>As part of the Asset Transfer Project, this will hopefully empower local people to fulfil their potential, to come together and work together to enhance their local communities.</p>	<p>Neutral</p>
<p><i>Disability</i></p>	<p>Yes 18% No 73%</p> <p>The service works under Least Restrictive principles and aims to be provide access for all wherever practicable.</p> <p>The service will always try and be as inclusive as possible with their volunteering opportunities.</p>	<p>Neutral</p>	<p>All refurbishment work within parks and playgrounds will provide access for all.</p>	<p>Neutral</p>
<p><i>Gender reassignment</i></p>	<p>N/A No anticipated impacts on gender reassignment</p>	<p>Neutral</p>	<p>N/A</p>	<p>Neutral</p>
<p><i>Marriage or civil partnership</i></p>	<p>N/A No anticipated impacts on marriages or civil partnerships.</p>	<p>Neutral</p>	<p>N/A</p>	<p>Neutral</p>

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Race	White British 52% White European & other 0.6% Asian 0.1% Mixed White & Asian 0.1% No anticipated impacts on race.	Unknown	As part of the Asset Transfer Project, this will hopefully empower local people to fulfil their potential, to come together and work together to enhance their local communities.	Neutral
Religion or belief	N/A No anticipated impacts on the grounds of religion or beliefs.	Neutral	N/A	Neutral
Sex	Male 37% Female 63%	Neutral	As part of the Asset Transfer Project, this will hopefully empower local people to fulfil their potential, to come together and work together to enhance their local communities.	Neutral
Sexual Orientation	N/A No anticipated impacts on sexual orientation.	Neutral	N/A	Neutral
Pregnancy and Maternity	Any potential changes to parks and playgrounds may impact on those who are pregnant or on maternity leave, as they are areas heavily used by children and families. However, the transfer of management to Town and Community Councils should help to secure their long-term provision. An issue might arise where a community refused to support the long-term maintenance of a play area, and this led to a gradual reduction in quality, with equipment being removed due to safety concerns. This has not been met as a reality, and sites that have been successfully transferred, have been upgraded even in communities where rural deprivation might be considered.	Neutral	N/A	Neutral

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Source of Outline Evidence to support judgements

Council Budget Seminar notes provided to members. MTFS 2012-15

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

Successful Asset Transfers with Community Councils throughout Powys.

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 -

0 -5 years	41%
6-20 years	59%
Under 45	52%
65+ years	43%
Council Tenant	51%
Have Children	51%

For local rights of way, Residents satisfaction rates –

0 -5 years	71%
6-20 years	69%
Under 45	69%
65+ years	60%
Council Tenant	68%
Have Children	67%

For local parks and playgrounds, satisfaction rates –

0 -5 years	52%
6-20 years	64%
Under 45	57%
65+ years	74%
Council Tenant	57%
Have Children	53%

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

Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
<p>Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i></p>	<p>The proposal may well impact upon this theme. The transfer of land management to Town and Community Councils should help to secure long-term provision. An issue might arise where a community refused to support the long-term maintenance of a play area, and this led to a gradual reduction in quality, with equipment being removed due to safety concerns. This has not been met as a reality, and sites that have been successfully transferred, have been upgraded even in communities where rural deprivation might be considered.</p>	<p>Unknown</p>	<p>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.</p>	<p>Unknown</p>
<p>Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i></p>	<p>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.</p>	<p>Unknown</p>	<p>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.</p>	<p>Unknown</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i></p>	<p>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.</p>	<p>Unknown</p>	<p>The Service have been presented with budget reduction targets and therefore have considered options of reduced service or asset closure. As the assets are now largely open spaces and play facilities, these cannot be, nor should be, easily closed off to public use. Officers are seeking and reacting to all opportunities for transfer of either facility of management to others, so as to secure their ongoing future. Legal and Property Services are directly supporting change and in reviewing and supporting Expressions of Interest, where these are received from interested third parties.</p>	<p>Unknown</p>
<p>Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i></p>	<p>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.</p>	<p>Neutral</p>	<p>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.</p>	<p>Neutral</p>
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>As Above</p>	<p>Neutral</p>	<p>As Above</p>	<p>Neutral</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Increasing volunteering opportunities provides residents with the change to gain valuable employable skills and experience. Parks and playgrounds are a valued and free resource for local communities and residents. This proposal seeks to secure their long-term future through community asset transfers.	Good	N/A	Good
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	N/A	Neutral	N/A	Neutral
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	N/A	Neutral	N/A	Neutral
Impact on Powys County Council Workforce	N/A	Neutral	N/A	Neutral

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Source of Outline Evidence to support judgements

Community Asset transfers, principally in Brecon and Radnor areas across 2012 – present.
 Ongoing cabinet support for community-based Expression of Interest applications; these include leases and full transfers of land.
 Successful Asset Transfers with Community Councils throughout Powys.

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	High	Low
Mitigation		
This final £60,000 savings requirement is achievable, with a number devolvement projects in the process of being completed. The completion of these transfers will allow the current costs of the respective maintenance requirements to be removed from our future budgets thus securing the savings required.		

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12. Overall Summary and Judgement of this Impact Assessment?

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 in some cases, 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>In seeking a new way of working for outdoor recreational assets, initial capital investment may be necessary to secure long-term sustainable changes. 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 people, groups and communities to secure success.</p>	

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

What additional evidence and data has informed the development of your proposal?
<p>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.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Equality Impact Assessment - Devolv</p> </div> <div style="text-align: center;">  <p>EqIA - Public Rights of Way Budget Red</p> </div> </div>

14. 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.
Please state when this Impact Assessment will be reviewed.
October 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Stuart Mackintosh		26/10/2017
Head of Service:	Stuart Mackintosh		26/10/2017
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr Rachel Powell		

16. Governance

Decision to be made by	Portfolio Holder	Date required	April 2018
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FORM ENDS

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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 6 years.

Service Area	Leisure Services	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Rachel Powell
Proposal	To secure savings of £179k through efficiency savings already secured through contract management with the councils leisure provider, and through the efficiency savings achieved by reduction in leisure building portfolio.						
Outline Summary / Description of Proposal							
To achieve £179k saving as part of the MTFs in 2018/19							
1. Cessation of Staylitttle Outdoor Centre and associated savings made through contract variation/fees with Freedom Leisure.							
1a.(as a result of 1. Above) Planned MTFs efficiency savings through reduction in fees paid to Freedom Leisure as part of long term contract arrangements.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£179,173	£24,512	£	£	£	£203,685

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	Centre managed and service delivered by Freedom Leisure, as leisure operator. It is a matter for the operator to manage staff. Public relations will be jointly publicised by Freedom Leisure and PCC Communications Team. The operator have been involved with discussions throughout. Schools Service have been involved throughout this process and Freedom Leisure to inform schools if bookings cannot be honoured.	Choose an item.

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

Version	Author	Job Title	Date
V01	Jenny Ashton	Service Development Manager	August 2016
V02	Jenny Ashton	Service Development Manager	October 2017

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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			
Schools Service – Staylitttle Outdoor Centre			
Adult Social Care – access to local residents for services / health intervention programmes			
Complimentary Education – Staylitttle Outdoor Centre (if closed)			
Service Area informed:	Schools	Contact Officer liaised with:	Gareth Jones
Mitigation			

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

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
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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>The Economy We will develop a vibrant economy</p>	<p>The move to commission the delivery and operation of Leisure and Sports services has supported investment in facilities, the retention of local jobs, provided income generation opportunities and allowed the contribution such facilities offer to the wider community and region, including facilities for visitors, to be conserved.</p> <p>The proposals will continue to evolve the transformation process to meet continued need for responding proactively and effectively to reduce funding.</p>	<p>Very Good</p>	<p>Significant investment has been undertaken at 9 leisure sites since the service transferred to Freedom Leisure in July 2015. This will encourage and provide opportunities for increased participation and income across all sites. This will also support healthier lifestyles and long-term reduced impact on the Health Service. Residents & visitors will continue to have access to 15 sites leisure sites across Powys, many of which are situated next to High Schools to ensure core curriculum activities are undertaken. This is considerably more than most other counties in Wales. Programmes and activities provided serve a wide, diverse range of customers including 'health intervention' and partnership working with schools, health service, young people's services (youth, comp ed), disability services and external organisations.</p> <p>The transfer of leisure services to Freedom Leisure has resulted in an £18m saving to the Council over the life of the contract (15 years). The management fee to Freedom Leisure will reduce year on year. Significant investment has been made to 9 facilities as a result of the transfer, despite a reduction in funding. Increased income and participation is projected and expected by Freedom Leisure.</p> <p>Residents & visitors will continue to have access to 15 sites leisure sites across Powys, many of which are situated next to High Schools to ensure core curriculum activities are undertaken. This is considerably more than most other counties in Wales. Programmes and activities provided serve a wide, diverse range of customers including 'health intervention' and partnership working with schools, health service, young people's services (youth, comp ed), disability services and external organisations.</p>	<p>Very Good</p>
<p>Health and Care We will lead the way in effective, integrated rural health and care</p>	<p>As Below</p>	<p>Good</p>	<p>As Below</p>	<p>Choose an item.</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>Learning and skills We will strengthen learning and skills</p>	<p>The leisure and sports facilities and service provide a wide range of activities, programmes and opportunities to an extremely varied spectrum of residents and visitors with diverse needs and expectations. Participation is generally universal, however specialised schemes are available depending on demand. Many of the activities and programmes are outcome focused.</p>	<p>Very Good</p>	<p>Residents & visitors will continue to have access to 15 sites leisure sites across Powys, many of which are situated next to High Schools to ensure core curriculum activities are undertaken. This is considerably more than most other counties in Wales. Programmes and activities provided serve a wide, diverse range of customers including 'health intervention' and partnership working with schools, health service, young people's services (youth, comp ed), disability services and external organisations. Courses and qualifications are available throughout the sites in the county offering a range of opportunities</p>	<p>Very Good</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>Residents and Communities We will support our residents and communities</p>	<p>The proposals will maintain reasonable and sufficient access to a range of services facilitated through Leisure and Sports Centres, for example, access to fitness classes, sporting facilities, social & community events, group and society meetings and a range of community delivered & volunteer led services – all of which enable people to be active, engaged and live fulfilling lives.</p> <p>1.Staylitttle Outdoor Centre: -notably different to sports & leisure centres -offering outdoor experience -broad & geographically spread clientele -young people / schools have accessed over many years -unique opportunity as a ‘stand-alone’ / self-financing business -does not serve one particular community -‘one off costs’ incurred if centre closed (4.11 Cabinet report) -Freedom Leisure have indicated that they would not that they would not wish to take Staylitttle Outdoor Centre on as a contract variation</p> <p>Other Outdoor Centres (Powys, Wales & Borders) (there are more)</p> <ul style="list-style-type: none"> - Red Ridge, Cefn Coch - Mount Severn, Llanidloes - Elan Valley, Rhayader - Talybont Outdoor Centre, Brecon - Storey Arms, Brecon - Glan Llyn, Bala - Llangorse, Brecon - Adventure Beyond, Ceredigion - Llangranog, Ceredigion - Plas Gwynant, Snowdon - Oaker Wood Leisure, Leominster 	<p>Very Good</p>	<p>Residents & visitors will continue to have access to 15 sites leisure sites across Powys, many of which are situated next to High Schools to ensure core curriculum activities are undertaken. This is considerably more than most other counties in Wales. Programmes and activities provided serve a wide, diverse range of customers including ‘health intervention’ and partnership working with schools, health service, young people’s services (youth, comp ed), disability services and external organisations</p>	<p>Very Good</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
	- Gilwen Centre, Abergavenny			

Source of Outline Evidence to support judgements
<p style="text-align: center;">Powys map of provision Freedom Leisure website (programmes & activities) Participation figures for each centre Income reports from Freedom Leisure Investment figures for sites within Powys – details of developments Participation projections over life of contract Sports Development – courses & education opportunities External courses & opportunities available at leisure centres</p>

6. How does your proposal impact on the Welsh Assembly'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

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<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>Freedom Leisure have committed to a continuous programme of staff development and opportunities for people within communities enabling growth and availability of jobs</p>	<p>Very Good</p>	<p>Freedom Leisure to continue with current practices</p>	<p>Very Good</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>Freedom Leisure have committed environmental policies and practices for their operation of centres. Staff are fully conversant with all practices. Freedom Leisure have an environmental and facilities manager. Energy projects in five sites have already been undertaken to improve air handling, efficiency of systems, controls and effective lighting.</p>	<p>Good</p>	<p>Further development where possible of other sites in Powys</p>	<p>Good</p>
<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>Freedom Leisure have committed within the contract to improve, develop and support physical and mental health & wellbeing. Impacts are monitored and groups / individuals targeted where possible. Programmes and activities available throughout the county for a wide, diverse range of customers and visitors. Successful health intervention programme available at many centres. Partnership working with schools, health board and external organisations to encourage and support increased participation.</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible.</p>	<p>Good</p>

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<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Freedom Leisure have committed, in partnership with the Council to undertake a programme of repair & maintenance for all centres. Council retain 'landlord' responsibility for leisure buildings and are required to react when necessary as to not incur financial and reputational penalties for loss of profit and / or unavailability of facilities.</p> <p>Freedom Leisure have also committed to a programme of redecoration as part of their obligations.</p> <p>Significant investment in facilities is enhancing and improving buildings. Energy projects have improved efficiency and viability of buildings.</p> <p>Freedom Leisure work with schools and other groups to promote water safety and other initiatives.</p> <p>The transfer of leisure services to Freedom Leisure has resulted in an £18m saving to the Council over the life of the contract (15 years). The management fee to Freedom Leisure will reduce year on year.</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible.</p>	<p>Good</p>
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<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>Freedom Leisure have committed within the contract to improve, develop and support physical and mental health & well-being. Impacts are monitored and groups / individuals targeted where possible. Programmes and activities available throughout the county for a wide, diverse range of customers and visitors. Successful health intervention programme available at many centres. Partnership working with schools, health board and external organisations to encourage and support increased participation. Programmes & activities are linked to sports development opportunities to recognise and develop elite athletes (able & disabled). Freedom Leisure are committed to developing environmental practices and awareness. Freedom Leisure, either exclusively or with partner organisations hold and facilitate events, conferences and other functions to support the social and economic interests of Powys.</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible.</p>	<p>Good</p>
<p>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.</p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>	<p>Staff and customers are able to use the Welsh language throughout centres in Powys. Marketing material is available in Welsh. Correspondence and contact is available in Welsh Some centres in Powys have a higher number of Welsh speaking staff and customers due to the location</p>	<p>Neutral</p>	<p>Standards and practices are in place. Freedom Leisure are required as part of the contract to adopt the Welsh Language Policy. This has been superseded by the new Welsh Language Standards which is causing some confusion. Confirmation that operator not required to follow standards but Council must. Improvements in available materials and notices / information needed. Freedom Leisure have Welsh version of website. Marketing & PR to be available in Welsh. Activities available in Welsh – need confirmation from Welsh Language Society</p>	<p>Good</p>

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<p><i>Opportunities to promote the Welsh language</i></p>	<p>Staff and customers are able to use the Welsh language throughout centres in Powys. Marketing material is available in Welsh. Correspondence and contact is available in Welsh</p> <p>Some centres in Powys have a higher number of Welsh speaking staff and customers due to the location</p>	<p>Good</p>	<p>Standards and practices are in place. Freedom Leisure are required as part of the contract to adopt the Welsh Language Policy. This has been superseded by the new Welsh Language Standards which is causing some confusion. Confirmation that operator not required to follow standards but Council must.</p> <p>Improvements in available materials and notices / information needed. Freedom Leisure have Welsh version of website. Marketing & PR to be available in Welsh. Activities available in Welsh – need confirmation from Welsh Language Society</p>	<p>Good</p>
<p><i>Welsh Language impact on staff</i></p>	<p>Some centres in Powys have a higher number of Welsh speaking staff and customers due to the location</p> <p>There are not a high number of Welsh speaking staff within leisure centres – and Powys in general</p> <p>Staff have the opportunity to undertake Welsh lessons</p>	<p>Good</p>	<p>Freedom Leisure recruit Welsh speaking staff where possible but availability of Welsh speakers in Powys in general is very low</p>	<p>Good</p>

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<p><i>People are encouraged to do sport, art and recreation.</i></p>	<p>Freedom Leisure have committed within the contract to improve, develop and support physical and mental health & well-being. Impacts are monitored and groups / individuals targeted where possible. Programmes and activities available throughout the county for a wide, diverse range of customers and visitors. Successful health intervention programme available at many centres. Partnership working with schools, health board and external organisations to encourage and support increased participation. Programmes & activities are linked to sports development opportunities to recognise and develop elite athletes (able & disabled). Freedom Leisure are committed to developing environmental practices and awareness. Freedom Leisure, either exclusively or with partner organisations hold and facilitate events, conferences and other functions to support the social and economic interests of Powys. This includes art and cultural activities and events. Partnership working with cultural organisations to provide a diverse and varied programme of activities. Increased use of social media and marketing / advertising within centres to promote the benefits of sport and encourage people to participate</p>	<p>Very Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible</p>	<p>Very Good</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><i>Age</i></p>	<p>Specific programmes are available e.g. over 50's fitness, over 60's swimming, junior activities however majority of activity is universal and available to all</p>	<p>Very Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible</p>	<p>Very Good</p>
<p><i>Disability</i></p>	<p>Specific programmes, activities and clubs are available either through the centres or disability sports schemes or schools or health board. Some centres have been adapted with hoists, changing facilities, equipment and sensory rooms. Activities are adapted where possible to promote inclusion. Universal access is promoted and encouraged</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible</p>	<p>Good</p>

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Gender reassignment	Freedom Leisure promote equality. All staff undertake regular training. If customers request specific changing facilities to accommodate stages of reassignment Freedom Leisure will respond accordingly. However proposals will not affect this.	Good	Freedom Leisure to continue with current practices and develop further where possible	Good
Marriage or civil partnership	No specific impact known. Freedom Leisure promote equality. All staff undertake regular training. Provision is universal. Proposals will not affect this.	Neutral	N/A	Neutral
Race	No specific impact known. Freedom Leisure promote equality. All staff undertake regular training. Provision is universal. Proposals will not affect this.	Neutral	N/A	Neutral
Religion or belief	No specific impact known. Freedom Leisure promote equality. All staff undertake regular training. Provision is universal. Proposals will not affect this. Freedom Leisure provide / hire facilities for specific sessions / events where demand is expressed for religious groups	Good	Freedom Leisure to continue with current practices and develop further where possible	Good
Sex	No specific impact known. Freedom Leisure promote equality. All staff undertake regular training. Provision is universal. Proposals will not affect this. There are some specific sessions for men / women / boys / girls where necessary and demand dictates e.g. ladies only swim	Good	Freedom Leisure to continue with current practices and develop further where possible	Good
Sexual Orientation	No specific impact known. Freedom Leisure promote equality. All staff undertake regular training. Provision is universal. Proposals will not affect this. There are some specific sessions for men / women / boys / girls / LGBT where possible and demand dictates. FL work with partner organisations where necessary e.g. Youth Services	Good	Freedom Leisure to continue with current practices and develop further where possible	Good
Pregnancy and Maternity	No specific impact known. Freedom Leisure promote equality. All staff undertake regular training. Provision is universal. Proposals will not affect this. Specific sessions are provided where possible and demand dictates e.g. ante natal swimming sessions. Freedom work with Health Services where appropriate	Good	Freedom Leisure to continue with current practices and develop further where possible	Good

Source of Outline Evidence to support judgements

Staff development & community opportunities (courses)
Energy efficiency programme – work completed (5 sites)
Freedom Leisure website (programmes & activities)
R&M programme
Redecoration programme
Investment figures for sites within Powys – details of developments
Sports Development (FANS scheme)
Sports Wales & Disability Sports Wales websites
Examples of events
Marketing materials
Mystery Customer Calls
Example job description
Examples of social media campaigns / surveys
Equality & Diversity training

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

Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
<p>Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</p>	<p>Required £179k saving for 2018/19 will have an impact on management fee paid to Freedom Leisure over life of the contract. Management Fee paid to Freedom Leisure decreases over life of the contract which is not budgeted for. Financial penalties for Council to reduce leisure portfolio. Freedom Leisure being asked to relinquish three centres – loss of income / participation which contribute to overall figures / commitments in contract Reduction in portfolio for Freedom Leisure.</p>	<p>Poor</p>	<p>Freedom Leisure only two years into contract. This is considered to be 'low impact'. Residents & visitors will continue to have access to 15 sites leisure sites across Powys, many of which are situated next to High Schools to ensure core curriculum activities are undertaken. This is considerably more than most other counties in Wales. Programmes and activities provided serve a wide, diverse range of customers including 'health intervention' and partnership working with schools, health service, young people's services (youth, comp ed), disability services and external organisations.</p>	<p>Good</p>
<p>Collaboration: Working with others in a collaborative way to find shared sustainable solutions.</p>	<p>The proposals / options will not impact on this principle. Freedom Leisure will continue to and are committed to working with partners to deliver services. Freedom Leisure will work with PCC to carry out options that will create the least impact to communities.</p>	<p>Good</p>	<p>Freedom will continue to look for further opportunities to work with a wider range of partners to deliver and offer opportunities and services.</p>	<p>Good</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p><i>Involvement (including Communication and Engagement):</i> <i>Involving a diversity of the population in the decisions that affect them.</i></p>	<p>Freedom Leisure have a well-developed range of communication and engagement tools and are very proactive e.g. mystery shopper / caller, centre audits, customer forums, events, promotions, customer comment & suggestion schemes, direct contact with centre staff, website, social media. Freedom’s strap line is ‘Where you matter’. They are very passionate about engaging customers to enable them to develop and improve.</p> <p>When the proposals are agreed by Cabinet, Freedom Leisure will work with PCC to inform and engage staff and public to manage the changes.</p> <p>Local Members have been informed of proposals</p>	<p>Very Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible</p>	<p>Very Good</p>
<p><i>Prevention:</i> <i>Understanding the root causes of issues to prevent them from occurring.</i></p>	<p>Freedom Leisure Management Team have been involved with discussions around proposals for some time. ‘Soft’ options have been suggested e.g. energy projects, NNDR, utilities – not viable within timescales. Communications plans will be implemented to inform and engage staff and public as soon as decision is taken by Cabinet</p>	<p>Good</p>	<p>Freedom Leisure to work with PCC to implement decisions when taken</p>	<p>Good</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>Residents & visitors will continue to have access to 15 sites leisure sites across Powys, many of which are situated next to High Schools to ensure core curriculum activities are undertaken. This is considerably more than most other counties in Wales. Programmes and activities provided serve a wide, diverse range of customers including ‘health intervention’ and partnership working with schools, health service, young people’s services (youth, comp ed), disability services and external organisations. Freedom Leisure have committed environmental policies and practices for their operation of centres. Staff are fully conversant with all practices. Freedom Leisure have an environmental and facilities manager. Energy projects in five sites have already been undertaken to improve air handling, efficiency of systems, controls and effective lighting. The move to commission the delivery and operation of Leisure and Sports services has supported investment in facilities, the retention of local jobs, provided income generation opportunities and allowed the contribution such facilities offer to the wider community and region, including facilities for visitors, to be conserved. Freedom Leisure have committed to a continuous programme of staff development and opportunities for people within communities enabling growth and availability of jobs. The proposals will not impact this principle.</p>	<p>Very Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible.</p>	<p>Very Good</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>Freedom Leisure provides employment opportunities to a wide range of people. Freedom work with schools & external agencies to provide opportunities. Freedom Leisure promote an apprenticeship scheme. Freedom provide a range of activities in partnership with other agencies to reduce barriers to participation and encouraging and enabling people to feel included. Freedom Leisure provide an 'Access to Fitness' scheme available to people who received certain benefits, carers, armed forces veterans. The proposals will not impact this principle</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible.</p>	<p>Good</p>
<p>Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</p>	<p>Provision within leisure & sports centres is universal. There are specific activities for some groups. All residents / visitors are encouraged to participate. Freedom Leisure as part of the contract offer 50% concessionary fees to Looked After Children. Freedom Leisure work with partner agencies i.e. social services to understand demand. The proposals will not impact this principle</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible</p>	<p>Good</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>All Freedom Leisure staff and the organisations that hire space in the centres are required to undertake safeguarding training and are DBS checked. This includes contractors. Freedom work with other agencies e.g. Social Services, Schools and have practices & procedures if abuse or neglect is detected. Many of the leisure centres are located next to school sites which increases the need for diligence. The proposals will not impact this principle</p>	<p>Good</p>	<p>Freedom Leisure to continue with current practices and develop further where possible.</p>	<p>Good</p>
<p>Impact on Powys County Council Workforce</p>	<p>No specific impact known. The proposals should not affect PCC staff. PCC staff receive a discounted membership offer.</p>	<p>Good</p>	<p>N/A</p>	<p>Good</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Source of Outline Evidence to support judgements				
<p style="text-align: center;">Freedom Leisure website (programmes & activities) Freedom Leisure – examples of partnership working Examples of schemes, forums, web site, comment forms Communications Plan Evidence already suggested Freedom Safeguarding procedures Concessionary prices</p>				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	High	Low
Mitigation		
<p style="height: 50px;"></p>		

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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
Required £179k saving for 2018/19 will have an impact on management fee paid to Freedom Leisure over life of the contract - Management Fee paid to Freedom Leisure decreases over life of the contract which is not budgeted for	Low	Staylitttle Outdoor Centre – market testing was undertaken to establish interest of 3 rd Party to transfer to full cost recovery model. Testing showed only very limited interest and application forms did not comply with required information and were considered as not complete and therefore not as viable options. The proposal have been subject to a full Scrutiny review and Cabinet concluded to close the centre following a site visit and cabinet report. The impact will be more significant if staff need to be made redundant by Freedom Leisure. Customers would need to find alternative provision – many in Powys, Wales & borders.	Low
Reputational risk – staff / public	Low		Low
Financial penalties for Council to reduce leisure portfolio	Low		Low
Freedom Leisure being asked to relinquish one centre – loss of income / participation which contribute to overall figures / commitments in contract	Low	Council to pay 'one off costs' (redundancy, depreciation, loss of profit / income) to Freedom Leisure as contract requires. Freedom Leisure have only agreed to proposals in principle. Freedom Leisure contract did not budget for an additional £130k reduction in management fee.	Medium
Reduction in portfolio for Freedom Leisure	Low	Effective engagement & inclusion required with staff & customers to inform and implement decisions.	Medium

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Potentially two communities in Powys will have leisure provision removed - Residents in communities where provision removed will have to travel further to next facility			
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
Effective withdrawal of Freedom Leisure from Staylitttle Outdoor Centre	March 31 2018	Cessation of activity and amendment to contract fee payment.	Cabinet September 2017
Portfolio Holder decision required	Yes	Date required	September 2017
Cabinet decision required	Yes	Date required	September 2017
Council decision required	Yes	Date required	October 2017

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

Support Requirements	2018-19				2019-20				2020-21			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
N/A												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Any loss to facilities within the leisure portfolio will have some impact on residents and visitors. Freedom Leisure will be losing one facility from their Powys portfolio which will incur penalties and costs. However, some or all of the proposals will limit the impact on the overall contract and provision in Powys.	

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

What additional evidence and data has informed the development of your proposal?
Access Modelling Population Mapping Income / Usage / Investment data Confidential - V4 Services Report – Review of ‘rationalisation’ exercises Freedom Leisure Contract

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14. On-going monitoring arrangements?

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

Contract monitoring with Freedom Leisure – already established as part of the transfer and ongoing monitoring requirements
Customer comments
Participation / income data

Please state when this Impact Assessment will be reviewed.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Jenny Ashton		
Head of Service:	Stuart Mackintosh		26/10/2017
Strategic Director:	Paul Griffiths		
Portfolio Holder:	CLlr Rachel Powell		

16. Governance

Decision to be made by	Portfolio Holder	Date required	Already agreed at Cabinet 10 th October 2017
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FORM ENDS

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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	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Rachel Powell
Proposal	1819-15 – Reduce Funding support for Theatre provision						
Outline Summary / Description of Proposal							
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.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£11,945	£	£	£	£	£11,945

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public consultation required	Completed	Yes

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

Version	Author	Job Title	Date
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V1	Stuart Mackintosh	L&R Services Manager	29/10/2015
V2	Lucy Bevan	Arts and Culture Commissioning Officer	26 October 2017

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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

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.

Service Area informed:	Leisure and Recreation Regeneration	Contact Officer liaised with:	Stuart Mackintosh Jenni Thomas
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Mitigation
No direct impact on any other services.

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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>The theatres contribute significantly to community and economic regeneration through: - Creating employment – 34 full time jobs, occasional & part-time and contracted work opportunities for local people, including arts professionals. <i>'A successful venue not only employs its own staff, but contributes to an environment in which businesses can develop, directly by providing facilities that enable the growth of entrepreneurial business, and indirectly by regularly drawing people to a town'.</i> - Encouraging tourism – contributes to local tourism offer, drawing audiences into Powys from across all borders. Bringing business into Powys – conferences, corporate events, companies and arts professionals touring to the county, - Boosting house prices & population– having an arts centre, theatre venue or other cultural facility has a positive impact on property prices and is important in encouraging people into the area as visitors or new residents. - Procuring and purchasing local services and supplies – materials; bar & catering supplies; building & operational maintenance; contracted & commissioned services / local businesses – benefit from associated trade brought into the area e.g. shops, hotels, guest houses & campsites, restaurants and cafes. - Leverage of external funding and investment.</p>	<p>Neutral</p>		<p>Neutral</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
Health and Care We will lead the way in effective, integrated rural health and care	Access to theatre programmes & activities as audience and participants contributes to people’s wellbeing by encouraging social interaction, physical activity, cultural stimulation and taking part in enjoyable experiences.	Neutral		Neutral
Learning and skills We will strengthen learning and skills	The theatres, regionally spread across Powys, contribute to improving learner outcomes for all on an equitable and inclusive basis through: <ul style="list-style-type: none"> - Providing education, training and skills development opportunities – technical theatre apprenticeships, professionally delivered, inclusive educational outreach programmes involving primary and secondary and special schools contributing to curricular and non-curricular learning. - Providing technical, marketing and management training to local amateur theatre groups, YFC, schools, youth and community groups - Schools across Powys visiting the theatre venues to participate in educational activities, to attend shows and to perform. <i>‘Young people who participate in the arts are not just gaining direct skills, but also those indirect attributes (articulacy, confidence, self-awareness, team-working etc.) which enhance their ability to benefit from other forms of education’.</i>	Neutral		Neutral

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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>Residents and Communities We will support our residents and communities</p>	<p>Access to theatre provision for residents of Powys and visitors to the county contributes to the social, economic and cultural health of communities and to the well-being of individuals.</p> <p>The theatre venues each provide a wide range of activities and events in which people are involved actively as participants, audiences, volunteers, employees, artists, arts practitioners and learners. Community organisations and groups access professional performing arts facilities to present their work and generate income from ticket sales to support their activities. Groups who regularly perform include male voice choirs, bands, YFC groups, Urdd, schools, amateur dramatic groups, and community choirs – all bringing in a wide range a local community members as audiences.</p> <p>Enhancing levels of participation, especially among those in the community who are disengaged or ‘hard to reach’, can contribute to reducing ‘downstream’ healthcare costs.</p> <p>Community safety: the arts have an extensive record of engaging young people at risk and reducing anti-social behaviour.</p>	<p>Neutral</p>		<p>Neutral</p>
<p>Source of Outline Evidence to support judgements</p>				
<p>‘Playing to Strengths’ Noble Openshaw Report.</p> <p>Very extensive negotiations and discussions involving the Portfolio Holder, Arts Service and Theatre venue management teams was undertaken over a 18month period prior to Cabinet signing off the budget changes which commenced in 2016/20017.</p>				

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Impact Assessment (IA)

The integrated approach to support effective decision making



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>Using tried and tested Activity Based Costing methodology, we have identified specific actions that individual venues can take to improve their trading positions, but we have been unable to identify any opportunity that offers the prospect of significant improvements in earned income. Trading – whether mainstream cinema or volunteer-run bar can, with these actions, be at best expected to return reduced losses. We have not found anywhere the possibility of generating additional net income in the tens of thousands of pounds. With one minor exception, once all relevant costs are taken into account, every aspect of venue business makes a loss before applying grant funding.</p>	<p>Poor</p>		<p>Poor</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>No impact</p>	<p>Neutral</p>		<p>Neutral</p>
<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>The provision of high quality theatre & arts programming provides opportunities for people to be culturally engaged and intellectually stimulated, as well as being involved in social interactive experiences – contributing to mental well-being and people staying active. In recognising the value and enjoyment of attending or participating in arts activities, people are more likely to repeat the experience and as such avoid the risk of becoming isolated, lonely or inactive.</p>	<p>Neutral</p>		<p>Neutral</p>

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A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	The potential loss of local access to community events and activities.	Poor		Poor
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.	Loss of theatre provision in the county will require residents to travel significant distances to access theatre venues outside of the county to experience professional performing arts.	Neutral		Neutral
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>	Welsh speakers will be affected through the loss of local access to professional Welsh language performing arts productions, Welsh language community events and activities.	Poor		Poor
<i>Opportunities to promote the Welsh language</i>	As above	Poor		Poor
<i>Welsh Language impact on staff</i>	No impact	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	The potential loss of local access to professional performing arts productions, community events and activities.	Poor	Continue support of 'night Out Scheme' – rural community theatre performances.	Poor
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).				

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Age	The assessment indicates that the protected characteristics groups particularly affected includes all people. However, all communities across the county will potentially be equally affected. Access to cultural events and community activities will affect all existing and potential audience members and participants. In particular, those disadvantaged by the loss of theatre provision locally and in their communities would include: - disabled people, unemployed, low income families and individuals, children & young people, Welsh speakers, elderly people and those without access to independent transport. In addition, young people participating in youth theatre activities delivered through venues, would lose the learning and skills development opportunities afforded to them and the associated encouragement to pursue training, educational and employment in the field of the arts.	Poor		Poor
Disability	As above	Poor		Poor
Gender reassignment	No impact	Neutral		Neutral
Marriage or civil partnership	No impact	Neutral		Neutral
Race	No impact	Neutral		Neutral
Religion or belief	No impact	Neutral		Neutral
Sex	No impact	Neutral		Neutral
Sexual Orientation	No impact	Neutral		Neutral
Pregnancy and Maternity	No impact	Neutral		Neutral
Source of Outline Evidence to support judgements				
Cabinet Report C65-2015 – Appendix C				

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
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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	No impact	Neutral		Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Arts Council of Wales have been consulted on the savings proposals and the Council's Arts Service is involved on an ongoing basis in joint strategic planning.	Good	Continued close working with theatre venues and the provision of support in assisting them to develop future sustainability options.	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Joint consultation meetings with representatives from the theatres' boards of management and with theatre staff have taken place since spring 2014 with the aim of sharing information and inviting discussion. These have been followed by further individual meetings with each of the venues throughout the autumn of 2014 enabling detailed information to be shared, issues to be explored and considered, and an understanding to be gained of each venues approach to addressing the risks associated with the budget cuts. Arts Council of Wales Officers have been involved in these meetings.	Good		Good
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral		Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Arts Council of Wales have been consulted on the savings proposals.	Good		Good

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>The assessment indicates that the protected characteristics groups particularly affected includes all people. However, all communities across the county will potentially be equally affected. Access to cultural events and community activities will affect all existing and potential audience members and participants. In particular, those disadvantaged by the loss of theatre provision locally and in their communities would include: - disabled people, unemployed, low income families and individuals, children & young people, Welsh speakers, elderly people and those without access to independent transport.</p>	<p>Poor</p>		<p>Choose an item.</p>
<p>Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account</p>	<p>No impact</p>	<p>Neutral</p>		<p>Neutral</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>No impact</p>	<p>Neutral</p>		<p>Neutral</p>
<p>Impact on Powys County Council Workforce</p>	<p>No impact</p>	<p>Neutral</p>		<p>Neutral</p>

Source of Outline Evidence to support judgements

Cabinet Report C65-2015

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8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Low	Low
Mitigation		
Whilst maintaining close contact with the theatre venues and monitoring their operations, seek to provide alternative forms of support for their organisational development and sustainability e.g. deliver Sustainability School for the Arts (completed), Sustainability + (underway in 2017/18) in partnership with Arts & Business Cymru.		

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12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
The current level of Council financial support represents good value for money. Any further reduction in public funding to the theatre venues is likely to result in closure thereby removing valued cultural and social community resources along with the associated economic and regeneration benefits the organisations contribute to the county.		

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

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.

14. 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 Arts Service on a regular basis.
Please state when this Impact Assessment will be reviewed.
September 2018.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lucy Bevan		20/10/2017
Head of Service:	Stuart Mackintosh		20/10/2017
Strategic Director:	Paul Griffiths		
Portfolio Holder:	CLlr Rachel Powell		

16. Governance

Decision to be made by	Cabinet	Date required	Cabinet approved this MTFS target and three year implementation plan in 2016.
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FORM ENDS

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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	Leisure & Recreation	Head of Service	Stuart Mackintosh	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Rachel Powell
Proposal	1819-16 Arts: Theatre funding reduction to a minimum, but sustainable ongoing position will deliver modest additional savings from alternative delivery arrangement						
Outline Summary / Description of Proposal							
<p>i) The externalisation of Powys Dance has provided the means to make savings over the course of the MTFs. Savings will contribute to targets for 2016/17 and also meet the 2017/18 and 2018/19 targets, as the costs of the SLA with Powys Dance reduces over time. These reducing costs will be taken as savings. Powys Dance received the news on 23 September 2015 that the Arts Council of Wales believes the organisation should be considered as a priority for support from April 2016 onward as part of the Investment Review of the Revenue Funded Organisation (RFO) portfolio. This means that the reducing support provided by the Council will threaten less the sustainability of the new Trust.</p> <p>ii) Reductions in the Music Development Fund have necessitated a move to a Powys Young People Music Development Fund (PYMDF) being set up in order that less funding is more equitably and strategically distributed.</p>							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£15,000	£	£	£	£	£15,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public consultation required	Completed	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	12/01/2107
V2	Lucy Bevan	Arts & Culture Commissioning Officer	26/10/2017

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- (4) Any mitigation for impact on other service areas?
- Needs to be something in all boxes, even if it is just no impact (rather than N/A).
- Any sources of evidence must be stated.
- (6) Any more impacts for a more equal Wales?
- (7) Any more mitigation?
- (16) Governance needs completing.

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			
Regeneration, Tourism, Schools Service, Youth Service.			
Service Area informed:	Leisure and Recreation Regeneration	Contact Officer liaised with:	Stuart Mackintosh Jenni Thomas
Mitigation			
No impact.			

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	Less support available to assist small voluntary organisations delivering music services putting strain on their own resources and operational capacity. Contribution of small organisations to the local economy reduced as capacity and activity is reduced.	Poor	<i>Some</i> Council funding support helps organisations to lever funding from elsewhere and the Arts Service continues to provide advice and guidance on business development, alternative sources of funding & operational matters.	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	N/A	Choose an item.	N/A	Choose an item.

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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
Learning and skills We will strengthen learning and skills	Significant reduction in opportunities to learn and play musical instruments to disadvantaged young people and families as barriers such as transportation availability & support, cost of fees & tuition etc. increase.	Poor	Council owned musical instrument stock has been gifted (as asset transfer) to youth music organisations to assist them in supporting more young people to learn by making instruments available. Criteria of grant funding criteria – that activity adheres to the principles of accessibility, inclusion & equality.	Neutral
Residents and Communities We will support our residents and communities	Reduced access to music making opportunities for young people and potentially less public performances in local communities.	Poor	Develop PI collection associated with PYMDF and analysis of audience & participation for Music Development activities. Modest funding more strategically awarded, organisations encouraged and supported to seek additional external funding (e.g. Sustainability School for the Arts training programme & Arts & Business Board Development programme).	Neutral
Source of Outline Evidence to support judgements				
<p style="text-align: center;">Cabinet Report C65-2015 ‘Playing to Strengths’ Noble Openshaw Report</p>				

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

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<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>Reducing opportunities for jobs for music professionals, less young people attaining in the playing and performing of music and achieving national standard and inclusion in National Youth Orchestras. Powys Dance continuing training and mentoring of dance practitioners and maintaining activity levels – classes, production etc.</p>	<p>Poor</p>	<p>Schools Services have opportunity to boost creativity within the curriculum through WG requirement for ‘Creative Arts’ and the Creative Plan for Learning. Powys Dance maintaining similar levels of employment.</p>	<p>Neutral</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>No impact.</p>	<p>Neutral</p>		<p>Neutral</p>
<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>Participatory activities involving creativity benefitting mental health and activities such as dance and performing art contributing to active & healthy lifestyles.</p>	<p>Poor</p>	<p>Powys Dance maintaining if not developing programme of activities reaching out to target groups Dementia / Parkinson’s.</p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>People’s recreational & cultural lives supported by availability of cultural provision in local communities. Where provision reduces, benefits diminish.</p>	<p>Poor</p>	<p>Arts & Cultural Service support for arts development initiatives and support for sustainability of arts sector providers continuing.</p>	<p>Neutral</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>Neutral</p>		<p>Neutral</p>
<p>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.</p>				

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<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	Powys Dance delivers bilingual community dance services throughout the county. Standards will remain in place and all promotional material available bilingually.	Neutral	PYMDS able to support activity delivered through the medium of Welsh.	Neutral
<i>Opportunities to promote the Welsh language</i>	Some Welsh language performances delivered.	Neutral	Use of SLA's & grant schemes to encourage / require supported organisations to promote Welsh language e.g. theatre programming presenting Welsh language performances.	Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	Participation in dance and music activities is encouraged and supported by Powys Dance and youth music organisations making provision available & accessible across the county and to a wide range of communities.	Neutral	Promotion of recreational value and health & well-being benefits of participating in arts activity.	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	Music services for young people reduced access.	Poor		Poor
<i>Disability</i>	No impact	Neutral		Neutral
<i>Gender reassignment</i>	No impact	Neutral		Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral		Neutral
<i>Race</i>	No impact	Neutral		Neutral
<i>Religion or belief</i>	No impact	Neutral		Neutral
<i>Sex</i>	No impact	Neutral		Neutral
<i>Sexual Orientation</i>	No impact	Neutral		Neutral
<i>Pregnancy and Maternity</i>	No impact	Neutral		Neutral
Source of Outline Evidence to support judgements				
<p>Cabinet Report C65-2015 'Playing to Strengths' Noble Openshaw Report</p>				

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?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	Less access for young people to music learning and skill development opportunities and to realise their own ambitions.	Very Poor	Continue to seek and disseminate opportunities for young people to access music activities in other ways and through other routes.	Very Poor
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The Councils Arts & Cultural Service increasingly depends on external delivery of arts activity to meet shared objectives. Collaboration in delivery methods e.g. externally funded co-production projects is increasingly routine (commissioning model). Shared project development including raising additional external funding.	Very Good	Continue to develop and establish co-working models.	Very Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No impact	Neutral		Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral		Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Arts Council of Wales providing funding to arts sector and the setting & implementation of objectives & outcomes is integrated.	Good		Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral		Neutral
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Neutral		Neutral

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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
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	Neutral		Neutral
Impact on Powys County Council Workforce	No impact	Neutral		Neutral
Source of Outline Evidence to support judgements				
Cabinet Report C65-2015 'Playing to Strengths' Noble Openshaw Report				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Low	Low
Mitigation		
Continue support to youth music organisations and provide information, signposting and advice as required. Attend Powys Dance Board meetings and support strategic organisational development and joint working / commissioning opportunities.		

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12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>Assessment of the impact of reduced funding available for youth music concludes that a modest negative impact may be observed including the loss of some provision, however efforts of the Arts Service in working closely with external arts organisations and the sector, will attempt to mitigate such impact by seeking and putting in place adaptive delivery models with alternative resources – this comes with a far greater reliance on volunteer support.</p> <p>The impact of reduced Council funding to Powys Dance is not considered as a significant risk nor likely to negatively impact on the individuals and communities making use of their services, due to the innovative approach taken to business planning and development undertaken by the newly established CIO – staff and Board members.</p>	

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

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

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
Routine dialogue with sector groups and interaction by Arts & Culture Commissioning Officer with grant applicants and recipients.
Please state when this Impact Assessment will be reviewed.
September 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Lucy Bevan		26/10/2017
Head of Service:	Stuart Mackintosh		26/10/2017
Strategic Director:	Paul Griffiths		
Portfolio Holder:	ClIr Rachel Powell		

16. Governance

Decision to be made by	Date required
Portfolio Holder	2015/16

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	Legal Services	Head of Service	Clive Pinney	Strategic Director	Mark Evans	Portfolio Holder	Cllr Aled Davies
Proposal	1819-18 Reduce photocopying budget						
Outline Summary / Description of Proposal							
Reduce Members photocopying budget by using ModernGov agenda management system. This allows Members to view agendas and documentation electronically, and will reduce the number of paper copies required.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£2,500	£2,500	£N/A	£N/A	£N/A	£5,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Staff consultation required	Elected members were consulted prior to introduction of Moderngov	Yes

3. 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	6 November 2017
2	Steve Boyd	Cabinet Manager	22 November 2017

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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			
Will reduce workload within Reprographics			
Service Area informed:	Yes at the time of the introduction of Moderngov	Contact Officer liaised with:	Dylan McPhee
Mitigation			

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
The Economy We will develop a vibrant economy	No impact	Neutral	N/A	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral	N/A	Neutral
Learning and skills We will strengthen learning and skills	No impact	Neutral	N/A	Neutral
Residents and Communities We will support our residents and communities	No impact	Neutral	N/A	Neutral

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Source of Outline Evidence to support judgements

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.	No impact	Neutral	N/A	Neutral
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).	Reducing the amount of printing undertaken for Members will positively contribute to reducing our carbon footprint.	Good	N/A	Good
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.	No impact	Neutral	N/A	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact	Neutral	N/A	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	No impact	Neutral	N/A	Neutral
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>	All agendas are translated into Welsh and the Welsh version is available on ModernGov.	Neutral	N/A	Neutral
<i>Opportunities to promote the Welsh language</i>	All agendas are translated into Welsh and the Welsh version is available on ModernGov.	Neutral	N/A	Neutral
<i>Welsh Language impact on staff</i>	All agendas are translated into Welsh and the Welsh version is available on ModernGov.	Neutral	N/A	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral	N/A	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral	N/A	Neutral
<i>Disability</i>	No impact	Neutral	N/A	Neutral
<i>Gender reassignment</i>	No impact	Neutral	N/A	Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral	N/A	Neutral
<i>Race</i>	No impact	Neutral	N/A	Neutral
<i>Religion or belief</i>	No impact	Neutral	N/A	Neutral
<i>Sex</i>	No impact	Neutral	N/A	Neutral
<i>Sexual Orientation</i>	No impact	Neutral	N/A	Neutral
<i>Pregnancy and Maternity</i>	No impact	Neutral	N/A	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

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Source of Outline Evidence to support judgements

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

Principle	How does the proposal impact on this principle?	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.	Using ModernGov to reduce photocopying costs meets the current requirements of the Council and contributes to reducing the amount of paper copies required, which in turn contributes to meeting our savings target.	Good	N/A	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No impact	Neutral	N/A	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Cabinet and Members were consulted through the budget workshop process	Good	N/A	Good
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral	N/A	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	No impact	Neutral	N/A	Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral	N/A	Neutral

Cyngor Sir Powys County Council
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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	No impact	Neutral	N/A	Neutral
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	Neutral	N/A	Neutral
Impact on Powys County Council Workforce	Reduction in output required from Reprographics	Unknown	N/A	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		
N/A		

Cyngor Sir Powys County Council

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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
Member non-compliance	Low	Member training on use of ModernGov including how to make notes electronically on documents	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X

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

Action	Target Date	Outcome	Decisions made
None required. ModernGov was introduced in September 2015. Training has already been delivered to newly elected members to enable them to use ModernGov.	N/A	N/A	N/A
Portfolio Holder decision required	No	Date required	N/A
Cabinet decision required	No	Date required	N/A
Council decision required	No	Date required	N/A

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
None												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Using ModernGov will help the Council to work towards reducing the Members photocopying budget as it will enable all agendas and attachments to be viewed electronically.	

Cyngor Sir Powys County Council
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13. Is there additional evidence to support the Impact Assessment (IA)?

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

Budget monitoring reports

14. On-going monitoring arrangements?

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

Regular checking of Budget monitoring reports

Please state when this Impact Assessment will be reviewed.

Annually

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Steve Boyd		
Head of Service:	Clive Pinney		
Strategic Director:	Mark Evans		
Portfolio Holder:	CLlr Aled Davies		

16. Governance

Decision to be made by	Portfolio Holder	Date required	No further decision required
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	Legal Services	Head of Service	Clive Pinney	Strategic Director	Mark Evans	Portfolio Holder	Cllr Aled Davies
Proposal	1819-19 Reduce travel expenses						
Outline Summary / Description of Proposal							
Reduce Members travel expenses by increased use of video conferencing, skype, car sharing, reduction in meetings and reduction in membership of committees.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£2,000	£2,000	£ N/A	£ N/A	£ N/A	£4,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Staff consultation required	This is the second year of a three year saving. Members were consulted as part of the budget process when this proposal first came forward.	Yes

3. 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	Steve Boyd	Cabinet Manager	19 th September 2016
3	Steve Boyd	Cabinet Manager	22 November 2017

Cyngor Sir Powys County Council

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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			
No			
Service Area informed:	N/A	Contact Officer liaised with:	N/A
Mitigation			
N/A			

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	No impact	Neutral	N/A	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral	N/A	Neutral
Learning and skills We will strengthen learning and skills	No impact	Neutral	N/A	Neutral
Residents and Communities We will support our residents and communities	No impact	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				

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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
No impact				

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>	No impact	Neutral	N/A	Neutral
<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>	Reducing the amount miles travelled by Members will positively contribute to reducing our carbon footprint.	Good	N/A	Good

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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.	No impact	Neutral	N/A	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact	Neutral	N/A	Neutral
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.	No impact	Neutral	N/A	Neutral
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>	No impact	Neutral	N/A	Neutral
<i>Opportunities to promote the Welsh language</i>	No impact	Neutral	N/A	Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral	N/A	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral	N/A	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral	N/A	Neutral
<i>Disability</i>	No impact	Neutral	N/A	Neutral
<i>Gender reassignment</i>	No impact	Neutral	N/A	Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral	N/A	Neutral
<i>Race</i>	No impact	Neutral	N/A	Neutral
<i>Religion or belief</i>	No impact	Neutral	N/A	Neutral
<i>Sex</i>	No impact	Neutral	N/A	Neutral
<i>Sexual Orientation</i>	No impact	Neutral	N/A	Neutral
<i>Pregnancy and Maternity</i>	No impact	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				

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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
No impact				

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

Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.	No impact	Neutral	N/A	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No impact	Neutral	N/A	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Cabinet and Members were consulted through the budget workshop process.	Good	N/A	Good
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral	N/A	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	No impact	Neutral	N/A	Neutral

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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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral	N/A	Neutral
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No Impact	Neutral	N/A	Neutral
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	Neutral	N/A	Neutral
Impact on Powys County Council Workforce	No impact	Neutral	N/A	Neutral
Source of Outline Evidence to support judgements				
Cabinet report and workshop documentation				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		
N/A		

Cyngor Sir Powys County Council

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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
Members not car sharing	Low	None	Low
No reduction in the number of meetings	Low	None	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

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

Action	Target Date	Outcome	Decisions made
No further actions required. This is the second year of savings spread over 3 years. Council agreed to a reduction in the size of some committees and in the frequency of some meetings in the first year of the savings.	N/A		
Portfolio Holder decision required	No	Date required	N/A
Cabinet decision required	No	Date required	N/A
Council decision required	No	Date required	N/A

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
None												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
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Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Encouraging Members to car share and reducing the number of committee meetings as well as the membership of these meetings will reduce the number of miles being claimed by our Members. This will have a positive impact on the savings target.

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

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

Budget monitoring report

14. On-going monitoring arrangements?

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

Regular checking of budget monitoring report

Please state when this Impact Assessment will be reviewed.

Annually

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Steve Boyd		
Head of Service:	Clive Pinney		
Strategic Director:	Mark Evans		
Portfolio Holder:	CLlr Aled Davies		

16. Governance

Decision to be made by	Portfolio Holder	Date required	No further decision required
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FORM ENDS

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 6 years.

Service Area	Regeneration	Head of Service	Lisa Griffiths	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Martin Weale
Proposal	1819-22 Match Funding for Welsh Government Targeted Regeneration Investment Programme						
Outline Summary / Description of Proposal							

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Welsh Government has recently launched its new Targeted Regeneration Investment Programme (TRIP). Local authorities, along with partner organizations, will be able to apply for capital investment for projects that promote economic regeneration and serve the aims of wider sustainable development with activities focused at individuals and areas most in need. The programme aims to help create jobs, enhance skills and employability, and create the environment for businesses to grow and thrive. A key feature will be the identification of priority projects through a process of regional working and regeneration plans.

A total budget of up to £100 million is available across Wales over an initial 3-year period (2018-21) which includes a notional allocation of £7M for the Mid Wales region. The programme will be able to invest in projects on a rolling basis from April 2018. The maximum intervention rate per project is 70% and all projects must provide a minimum financial contribution of 30% from non-Welsh Government sources (e.g. local authority, Lottery, EU, private, third sector, WG loan funding).

Development funding of up to £200k per region can be utilised on an annual basis over the initial 3-year period to assist in the early development of projects at a maximum intervention rate of 50% contribution towards such costs.

Match Funding Request for Council Projects

Options for the Council's bid will be developed over the coming months and informed in part by an evidenced based feasibility study to be commissioned on behalf of the Growing Mid Wales Partnership. Dependent on the proposals that come forward, part of the match funding requirement could be raised through existing planned investment or projects. To help maximise the regeneration opportunity, additional match funding will be required from the Council as part of the bid:

i. Development Funding: £150,000 (over 3 years)

Under the new programme there will be a requirement to undertake feasibility and design work in advance of project submissions. Projects will only be considered for approval by Welsh Government when full project details are in place, procurement has been completed and match funding confirmed. Due to the need to undertake development work at the commencement of the programme, a sum of £50,000 per annum for three years is requested as match funding (50%) from 2018-21.

ii. Delivery Funding: £450,000 (over 3 years)

A provisional capital sum of £150,000 per annum is requested for the initial three years of the programme (£450,000) as match funding towards project delivery. It is envisaged that the remaining match funding requirement would be identified from external funding sources or existing budgets.

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
-£150,000	-£250,000	-£200,000	£	£	£-600,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
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Staff consultation required	Consultation will take place during the preparation of project options and proposals.	No
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3. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
1	Gareth Jones	Professional Lead Regeneration	23/10/17

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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	
<p>The TRIP will provide opportunities to support the delivery of Vision 2025 and the work of other Council service areas in particular housing, property, leisure & recreation and transportation. Engagement will take place during the preparation of options and project proposals.</p>	
Service Area informed:	Not yet
Contact Officer liaised with:	
Mitigation	
N/A	

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	The key aim of the programme is to support projects that promote economic regeneration and will deliver economic prosperity – creating jobs, enhancing skills and employability, creating the right environment for businesses to grow and thrive.	Very Good	N/A	Very Good
Health and Care We will lead the way in effective, integrated rural health and care	Projects will contribute to well-being objectives and help build healthier, more integrated communities.	Good	N/A	Good
Learning and skills We will strengthen learning and skills	Enhancing skills and employability through for example the delivery of complementary training initiatives and social clauses in contracts will be an important part of economic regeneration proposals delivered through TRIP.	Good	N/A	Good

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Residents and Communities We will support our residents and communities	The programme will deliver integrated solutions to the regeneration of communities focusing on areas most in need and helping to improve economic opportunities, connectivity, housing and well-being.	Very Good	N/A	Very Good

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

The evidence is based on the programme guidance: <http://gov.wales/topics/housing-and-regeneration/regeneration/targeted-regeneration-investment/?lang=en>

6. How does your proposal impact on the Welsh Assembly'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.	The proposal will directly contribute to this goal by supporting the development of a vibrant and viable economy. The TRIP will support projects which promote economic regeneration of targeted areas and their communities.	Very Good	N/A	Very Good
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).	The programme will look to enhance the physical and natural environment of target communities. This could be achieved, for example, by integrating landscaping, habitat creation, renewable energy generation and the promotion of sustainable travel into projects.	Good	Any potential adverse impact on biodiversity and the natural environment will be assessed and mitigated proposals developed in accordance with good practice.	Good
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.	The programme will help improve the quality of the built and natural environment, housing and economic opportunities for local people helping to improve well-being and encourage healthier lifestyles.	Good	n/a	Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	The programme aims to help tackle inequality and develop prosperous, well connected sustainable communities.	Very Good	n/a	Very Good

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	No impact/unknown	Unknown	n/a	Unknown
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>	Information and signage delivered through the programme will comply with Welsh language guidance and policy.	Neutral		Neutral
<i>Opportunities to promote the Welsh language</i>	Information and signage delivered through the programme will comply with Welsh language legislations, guidance and policy.	Neutral		Neutral
<i>Welsh Language impact on staff</i>	No impact/unknown	Unknown		Unknown
<i>People are encouraged to do sport, art and recreation.</i>	The programme has the potential to enhance cultural and recreational opportunities in communities as part of an integrated approach to regeneration.	Good		Good
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	The programme will support equality of opportunity for all sections of the community.	Good		Good
<i>Disability</i>	Proposals implemented through the programme will actively promote access for all and comply with associated good practice in design.	Good		Good
<i>Gender reassignment</i>	No impact/unknown	Unknown		Unknown
<i>Marriage or civil partnership</i>	No impact/unknown	Unknown		Unknown
<i>Race</i>	No impact/unknown	Unknown		Unknown
<i>Religion or belief</i>	No impact/unknown	Unknown		Unknown
<i>Sex</i>	No impact/unknown	Unknown		Unknown
<i>Sexual Orientation</i>	No impact/unknown	Unknown		Unknown
<i>Pregnancy and Maternity</i>	No impact/unknown	Unknown		Unknown

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

The evidence is based on the programme guidance: <http://gov.wales/topics/housing-and-regeneration/regeneration/targeted-regeneration-investment/?lang=en>

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 proposal will have no adverse impact on this principle.	Neutral		Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Proposals under the programme will be developed in collaboration with key stakeholders including the Growing Mid Wales Partnership.	Good		Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The programme will engage a range of stakeholders from the public, private and voluntary sector in preparing integrated regeneration proposals.	Good		Good
Prevention: Understanding the root causes of issues to prevent them from occurring.	Bids will need to focus on targeted regeneration investment which addresses evidenced based need and opportunities to help bring about long term sustainable regeneration.	Good		Good
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Well-being objectives are a central part of the assessment criteria for funding bids under the TRIP.	Good		Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	A core aim of the TRIP is to support the economic regeneration of disadvantaged communities and help people into employment.	Good		Good

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No impact/unknown	Unknown		Unknown
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/unknown	Unknown		Unknown
Impact on Powys County Council Workforce	It is envisaged that a post could be created and funded through the TRIP to support programme delivery if required.	Neutral		Neutral

Source of Outline Evidence to support judgements

The evidence is based on the programme guidance: <http://gov.wales/topics/housing-and-regeneration/regeneration/targeted-regeneration-investment/?lang=en>

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Medium	Medium
Mitigation		
The proposal is for the allocation of match funding to support the preparation of an external funding bid and subsequent delivery if successful. This is a capital bid and will be developed to provide enhanced infrastructure of some sort. Project risk assessments and mitigation will be built into the project management arrangements. The preparation of options and proposals will be subject to individual risk assessments. Robust project management and governance arrangements would be put in place to help mitigate potential risks during the development and delivery stages.		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
<p>The Targeted Regeneration Investment Programme will provide financial support for projects that promote economic regeneration with activities focussed on individuals and areas most in need. The programme is aligned to Welsh Government's 'Prosperity for All' well-being objectives and will support the development of sustainable, integrated and prosperous communities. This impact assessment demonstrates that the proposals will have an overall positive impact on service delivery and will help to deliver the Council's Vision 2025 priorities.</p>		

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

What additional evidence and data has informed the development of your proposal?
<p>This is an opportunity to match fund Welsh Government capital grant aid to improve the infrastructure in Powys. Detailed proposals will be built up to support successful bidding criteria and to maximise a successful completion.</p>

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
<p>The impact of the programme and investments within Powys will be monitored through regular reporting of progress to an internal officer project board and Cabinet via the Portfolio Holder for Regeneration and Planning. A regional monitoring and reporting framework will also be developed and implemented as part of the programme management and governance arrangements. Monitoring will be undertaken in accordance with Welsh Government reporting requirements for the programme on a quarterly basis.</p>
Please state when this Impact Assessment will be reviewed.
<p>To be reviewed prior to submission of report to Cabinet.</p>

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gareth Jones		
Head of Service:	Lisa Griffiths		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Clr Martin Weale		

16. Governance

Decision to be made by	Cabinet	Date required	30/6/18
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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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	Regeneration and Corporate Property	Head of Service	Ken Yorston	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Phyl Davies
Proposal	1819-24 To create extra car parking space within the County Hall Campus to address insufficient car parking spaces and H&S issues						
Outline Summary / Description of Proposal							
<p>A review of car parking across the Corporate office buildings within the authority has highlighted a deficiency in car parking space at County Hall, in addition Health and Safety concerns have been raised by the Fire and Emergency Rescue Service regarding the access of emergency vehicles on to the County Hall campus.</p> <p>This proposal seeks £175,000 in Capital funding to provide extra car parking space for Councillors, visitors and staff at the County Hall Campus. Costs have been gathered to increase the car parking provision by 45 spaces. The project would help prevent inappropriate parking and address the Health and Safety concerns of Fire and Emergency Rescue Service.</p>							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£ -175,000	£ 0	£ 0	£ 0	£0	£-175,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	This proposal is for Capital funding for the improvement in car parking provision and doesn't impact on external persons.	No

3. 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	20/11/2017

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Impact Assessment (IA)

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V2	Gareth Richards	Energy Officer	21/11/2017

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Impact Assessment (IA)

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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

The project will have a positive impact on all Council staff, visitors and Councillors located in County Hall.
 The Highways, Transport and Recycling service have provided assistance with the findings of the review of our Corporate office car parks and costs for the Capital project has been provided by the Engineering Design team.
 The project is being undertaken to improve the Health and Safety arrangements at County Hall, the project has no effect on Corporate Parenting. The work will improve access for Fire and Emergency vehicles and reduce inappropriate parking and therefore improve the Health and Safety within the Car Park at County Hall.

Service Area informed:	Highways, Transport and Recycling	Contact Officer liaised with:	Tony Caine
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Mitigation

A representative from Highways, Transport and Recycling is included within the working group working on the project.

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
The Economy We will develop a vibrant economy	No impact	Neutral		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	No impact	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	Potential increased visitor car park spaces at our County Hall will allow our residents to improve the access to services at County Hall. In addition there will be improved access for parents and children attending Cefnlllys CP School.	Good		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Knowledge gained during initial review by the project team.

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.	A small negative impact could be achieved on Carbon Emissions, where members of staff/visitors and Councillors use their own transport instead of alternative low carbon methods of transport.	Poor	Impact can be mitigated through increased promotion of alternative methods of transport.	Neutral
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).	A small negative impact could be achieved where increased transport use results in a negative impact on the natural environment.	Poor	Impact can be mitigated through increased promotion of alternative methods of transport.	Poor
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.	A small negative impact could be achieved where increased transport use results in a staff/visitors and Councillors driving to work instead of using alternative transport methods like walking and cycling.	Poor	Impact can be mitigated through increased promotion of alternative methods of transport.	Poor
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact	Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	No impact	Neutral		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	No impact	Neutral		Choose an item.
<i>Opportunities to promote the Welsh language</i>	No impact	Neutral		Choose an item.
<i>Welsh Language impact on staff</i>	No impact	Neutral		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral		Choose an item.
<i>Disability</i>	A review of disabled access parking will be undertaken.	Good		Choose an item.
<i>Gender reassignment</i>	No impact	Neutral		Choose an item.
<i>Marriage or civil partnership</i>	No impact	Neutral		Choose an item.
<i>Race</i>	No impact	Neutral		Choose an item.
<i>Religion or belief</i>	No impact	Neutral		Choose an item.
<i>Sex</i>	No impact	Neutral		Choose an item.
<i>Sexual Orientation</i>	No impact	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	No impact	Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Knowledge gained during initial review by the project team.

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.	No impact	Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No impact	Neutral		Choose an item.
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No impact	Neutral		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	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.	No impact	Neutral		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral		Choose an item.

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No impact	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.	No impact	Neutral		Choose an item.
Impact on Powys County Council Workforce	Increased provision of parking at County Hall will benefit the workforce located at County Hall, as well as visitors and Councillors. The extra space will improve the Health and Safety on site and lower the risk of accidents and improve access for fire and emergency vehicles.	Good	Increased spaces will avoid inappropriate parking, designated walkways for staff will lower risk of accidents and improved access for fire and emergency vehicles will allow a quicker response time in times of emergency.	Good
Source of Outline Evidence to support judgements				
Knowledge gained during initial review by the project team.				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
High	Low	Low
Mitigation		
Project team has received initial costs and designs, a further detailed design will be required to design the car park layout.		

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
No risks to service delivery has been identified.	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			x

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

Action	Target Date	Outcome	Decisions made
Prepare options for car parking design	October 17	Report to take to management team	Options for Capital investment at County Hall considered by Management Team.
Detailed Report to Management Team/Portfolio Holder regarding Car Parking Improvement at County Hall	Jan 18	To finalise options for Car Parking provision at County Hall.	Options decided to take forward Car Parking improvement at County Hall
Implement Capital project to increase car parking provision at County Hall	December 18	Project implemented and car parking provision in County Hall increased	N/A
Portfolio Holder decision required	Yes	Date required	Jan 18
Cabinet decision required	Yes	Date required	Jan 18
Council decision required	No	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
N/A.												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The project has no or little impact on the council's strategic vision, Welsh Government's well-being goals, Sustainable Development Principles. However it will impact on the Councils workforce with improved car parking arrangements, improved Health and Safety arrangements at the County Hall Car Park.	

Cyngor Sir Powys County Council

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

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

No supportive evidence has been obtained. Only previous H&S and incorrect car parking observations from working group members have been used to determine the H&S improvements and enforcement actions required to deliver a fit for purpose car parking arrangement.

14. On-going monitoring arrangements?

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

Monitoring of car parking by Corporate Property, including Health and Safety incidents. Review of number of enforcement actions taken in County Hall car park can be undertaken to determine improvement in correct parking within the Car Park at County Hall

Please state when this Impact Assessment will be reviewed.

June 18

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gareth Richards		20/11/2017
Head of Service:	Ken Yorston		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	CLlr Phyl Davies		

16. Governance

Decision to be made by	Portfolio Holder	Date required	Jan 18
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FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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Please read the accompanying guidance before completing the form.

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Service Area	Corporate Property	Head of Service	Ken Yorston	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Jonathan Wilkinson
Proposal	1819-25 Farms Estate- allocation of additional £500,000 capital budget to deal with identified health and safety and pollution liabilities.						
Outline Summary / Description of Proposal							
A capital budget allocation of £500,000 is required in 2018/19 and 2019/20 to allow the Farms Estate to complete urgent repair and renewal work to buildings and infrastructure to mitigate health and safety risks and ensure that farms estate holdings offer a safe working and residential environment to tenants, their families and contractors. The proposed allocation would be in addition to existing budget allocations. The condition surveys identified c £4.5m of urgent works to be carried out in the first 2 years. The original allocation of £500k per annum does not give us enough scope to address these urgent works in the recommended timeframe, therefore exposing PCC to risk.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£-500,000	£-500,000	£	£	£	£-1,000,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	The need for the budget allocation has been established by completed property surveys.	Choose an item.

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

Version	Author	Job Title	Date
1	Hugo Van Rees	Farms Estate Manager	20/11/2017
2	Natasha Morgan	Professional Lead- Strategic Property	20/11/2017

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY	
<p>Budget allocation will have to be met from existing resources which will add to pressures on budgets elsewhere in the Authority.</p>	
Service Area informed:	Contact Officer liaised with:
Mitigation	

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

Council Priority	How does the proposal impact on this priority?	<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
The Economy We will develop a vibrant economy	Well-equipped and safe County Farms will support business activity amongst new and existing tenants	Good		Neutral
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral		Neutral
Learning and skills We will strengthen learning and skills	Well-equipped and safe County Farms will support business development amongst tenants	Good		Neutral
Residents and Communities We will support our residents and communities	County Farms holdings will offer a safe and desirable place to live and keep economically active people in rural communities	Good		Neutral

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Source of Outline Evidence to support judgements

Interest in new lettings, the number of applications submitted and the level of rents tendered.

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.	County Farms properties sustain rural employment and wealth-creation by supporting business establishment and growth.	Good	Investment will improve holdings to attract high quality dynamic applicants for farm tenancies	Good
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).	Investment is required to address pollution risks from inadequate or worn-out sewage and farm waste storage facilities.	Good	Slurry stores and domestic foul drainage systems will be renewed or replaced to minimise potential pollution risks.	Good
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.	Dangerous buildings and working environments pose a risk to the health and wellbeing of tenants and their families.	Good	Investment will allow known liabilities and risks to be addressed.	Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	Investment will make Farms Estate holdings more attractive and safe.	Good	Improved buildings & infrastructure will lead to more viable farms of greater appeal to current and prospective tenants.	Good

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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 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.	No impact	Neutral		Neutral
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>	No impact	Neutral		Neutral
<i>Opportunities to promote the Welsh language</i>	No impact	Neutral		Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral		Neutral
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	County Farms lettings provide opportunities to young farmers	Good	Better quality property will represent a more attractive proposition to young new entrants to agriculture.	Good
Disability	No impact	Neutral		Neutral
Gender reassignment	No impact	Neutral		Neutral
Marriage or civil partnership	No impact	Neutral		Neutral
Race	No impact	Neutral		Neutral
Religion or belief	No impact	Neutral		Neutral
Sex	No impact	Neutral		Neutral
Sexual Orientation	No impact	Neutral		Neutral
Pregnancy and Maternity	No impact	Neutral		Neutral

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Source of Outline Evidence to support judgements

A reduction in the Authority's overall liability, as identified by the Condition Assessments, corresponding to the level of investment made. Interest in new lettings, the number of applications submitted and the level of rents tendered.

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.	Investment in the Estate will support the ability of the Estate to generate income in the longer-term	Good	Improved property will allow higher rents to be obtained at re-letting and rent review.	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	No impact	Neutral		Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	No impact	Neutral		Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral		Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	No impact	Neutral		Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral		Neutral

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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	No impact	Neutral		Neutral
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	Neutral		Neutral
Impact on Powys County Council Workforce	Investment will provide safer working conditions for PCC staff and contractors	Good	Known hazards and risks will be addressed.	Good
Source of Outline Evidence to support judgements				
Continued growth in revenue generated by the Estate (acknowledging the medium-term economic uncertainty facing the agricultural sector). Interest in new lettings, the number of applications submitted and the level of rents tendered.				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Medium	Low	Medium
Mitigation		
Agree scope and timing of work with farm tenants and project managers at early stage.		

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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
Minor disruption to service users (tenants) as essential work is carried out	Low	Keep tenants apprised of forward work programmes and timing	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			✓

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

Action	Target Date	Outcome	Decisions made
Forward work programme to project managers	December 2017		
Quarterly progress reviews.	Ongoing		
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

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Condition surveys have identified significant liabilities on the Farms Estate that may, if unaddressed, threaten the health and wellbeing of the Authority's tenants, their families, its staff and contractors, and may contribute to incidents of pollution. Furthermore the long-term operational value of the Estate will be suppressed if these issues are not promptly addressed.	

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

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

County Farms Condition Assessments completed 2015

14. On-going monitoring arrangements?

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

Review actual vs projected costs for completed work and ensure total liability reduces commensurately with expenditure.

Please state when this Impact Assessment will be reviewed.

November 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Hugo Van Rees		
Head of Service:	Ken Yorston		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	CLlr Wilkinson		

16. Governance

Decision to be made by		Date required	
	Council		Asap- urgent works have been identified
	This decision is to be made as part of the approval of the FRM process		

FORM ENDS

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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	Strategic Property	Head of Service	Ken Yorston	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Phyl Davies
Proposal	1819-27 - Disposals – funding to deal with surplus properties						
Outline Summary / Description of Proposal							
A request for a revenue budget of £75k pa in order to explore all options in an effort to enhance the Council's capital receipts potential by a) the use of external Powys Real Estate Partnership (PREP) where deemed appropriate to do so or b) the spending of monies to enhance a surplus property for sale. There are around 40 properties on the surplus list at any one time. There is currently no budget to spend on these properties before sale and so PCC is perhaps not realising the maximum value from the assets.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£-75,000	£-75,000	£-75,000	£-75,000	£-75,000	£-375,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	N/A – the PREP partner has already been appointed following a competitive EU dialogue process	No

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

Version	Author	Job Title	Date
1	David Micah	Commercial Property Manager	20 November 2017
2	Natasha Morgan	Professional Lead- Strategic Property	21 November 2017

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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			
<p>There is potential as the annual funding requirement of £75,000 must be funded from within the Council's existing resources. However, the potential to impact upon other services will only be realised if the proposal should fail. There may be some impact in year 1, due to the delay between investing in the PREP partner and enhanced sale receipts being realised. No service areas have therefore been informed or consulted on this.</p>			
Service Area informed:	N/A	Contact Officer liaised with:	N/A
Mitigation			
<p> </p>			

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
The Economy We will develop a vibrant economy	The use of an external partner will maximise the Council's returns on surplus property by investigating and obtaining appropriate alternative uses for such properties, meeting market expectations	Good	The external partner's expertise will raise the profile of surplus properties in the eyes of the market.	Good
Health and Care We will lead the way in effective, integrated rural health and care	Enhanced capital receipts may lead to increased future budget for Health and Care services	Neutral		Neutral
Learning and skills We will strengthen learning and skills	Providing enhanced sale receipts may lead to increased investment in this area	Good		Neutral

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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
Residents and Communities We will support our residents and communities	It will remove the number of surplus and vacant properties within communities at the earliest opportunity, creating increased viability and vibrancy. Any increase in receipts has the ability to enable the current level of service provision to be maintained or possibly increased in the future.	Good	The external partner's expertise will raise the profile of surplus properties in the eyes of the market.	Good

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Source of Outline Evidence to support judgements

The forecast value-added sales results that the use of the PREP partner will provide.

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.	Should reduce the amount of time a surplus property sits empty and comes back into reuse with increased employment opportunities.	Good	Early sales will help to improve communities business districts by ensuring properties continue to have a viable use	Good
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).	The re-use or redevelopment of existing properties or brownfield sites will reduce the impact on the natural environment by not developing as much green space	Good	Redundant buildings will be redeveloped sooner	Good
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.	The proposal should create job opportunities for people either in construction with redevelopments or changes of use, and ultimate end-use jobs, all of which help physical and mental well-being	Good	No further impact	Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	The use of an external partner should enable end-uses to be targeted to best meet the needs of each Place as recorded in the StAMP.	Good	No further impact	Good

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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
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.	Re-use of redundant properties in an environmentally sustainable way	Good	No other impact	Good
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>	No impact	Neutral		Neutral
<i>Opportunities to promote the Welsh language</i>	No impact	Neutral		Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral		Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral		Neutral
<i>Disability</i>	No impact	Neutral		Neutral
<i>Gender reassignment</i>	No impact	Neutral		Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral		Neutral
<i>Race</i>	No impact	Neutral		Neutral
<i>Religion or belief</i>	No impact	Neutral		Neutral
<i>Sex</i>	No impact	Neutral		Neutral
<i>Sexual Orientation</i>	No impact	Neutral		Neutral
<i>Pregnancy and Maternity</i>	No impact	Neutral		Neutral

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Source of Outline Evidence to support judgements

N/A- based on professional experience

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.	We need to ensure that service provision is made in a different way, combining services within existing buildings where possible - rationalisation	Good	Strategic Reviews of service locations and delivery models to try to ensure that appropriate provision continues to be made	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Officers within the Strategic Property Team are already working across internal Service boundaries and with other public sector organisations in order to ensure sustainable solutions can be delivered.	Good	Continued progress on collaborative solutions will be sought going forward	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	The use of an external partner does not impact upon Involvement – this will have been undertaken by the Service or Services which have determined closure of buildings	Neutral	The future reuse of a surplus property is already open to consultation and engagement via the formal planning process.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	No impact	Neutral	No impact	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	The proposal only applies follows the closure of buildings. This will have been undertaken before a decision to use the external PREP partner is taken	Neutral	No impact	Neutral

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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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	The re-use of buildings, whether achieved through the PREP or otherwise, will help people into work, either through building and conversion work (initially) or after completion through the new activity the building or asset supports	Good	nothing	Neutral
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	None	Neutral	Nothing	Neutral
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	Neutral	Nothing	Neutral
Impact on Powys County Council Workforce	The use of the PREP will not impact on the workforce, however, the previous decision to close a building almost certainly will. This will have been dealt with at the time of building closure by the relevant Service	Neutral	Nothing	Neutral
Source of Outline Evidence to support judgements				
N/A- based on professional experience				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		
The proposal only affects those properties which have ceased their current service function and which have no ongoing service value to the Council.		

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

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Failure to achieve enhancements in marketing surplus property	Medium	Sell at Market Value, but without enhancements	Low
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			✓

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

Action	Target Date	Outcome	Decisions made
Issue instructions to PREP on each target property	As required	Enhanced sale opportunities	
Portfolio Holder decision required	Yes	Date required	
Cabinet decision required	No	Date required	
Council decision required	No	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
N/A												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposal should be supported as it will help to ensure that the most beneficial outcome – both in respect of capital receipts and end use of property – will be obtained	

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

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

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PREP business case

14. On-going monitoring arrangements?

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

PREP performance will be reviewed against PREP objectives

Please state when this Impact Assessment will be reviewed.

November 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	David Micah		20 November 2017
Head of Service:	Ken Yorston		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr Phyl Davies		

16. Governance

Decision to be made by		Date required	
	Council		ASAP
	This decision is to be made as part of the approval of the FRM process		

FORM ENDS

Cyngor Sir Powys County Council

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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	Property	Head of Service	Ken Yorston	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Phyl Davies
Proposal	1819-28 Business Unit Portfolio Review Project						

Outline Summary / Description of Proposal

The Corporate Property Team is setting up a project to review the council's Business Unit portfolio. The project will be structured as per the Proposed Project Plan below.

Workshops Review - Proposed Project Plan - High Level



The Impact Assessment will be reviewed and re-submitted at each project stage. The current stage is 'research'. During this stage, the following information will be gathered and analysed to form the basis of the strategy and strategic plan:

- Existing portfolio information (locations, tenants, income, lease types, management issues, building condition surveys, EPCs etc.)
- Existing portfolio management information (management activity and time demands, team roles and responsibilities, income and expenditure etc.)
- Local Authority research (to understand what other local authorities do with their workshop portfolios)
- Powys regeneration and economic development aims and objectives (to understand if there are certain types or sizes of business we should aim to support, which localities we should focus on etc.)
- Business data for Powys (business sizes, types, growth trends etc.)

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- Education data for Powys (skills at school, college and university leaver ages in Powys to understand if there are specific types of business which we could support to help retain young talent by providing employment opportunities)

1. Profile of savings delivery (if applicable)

Not applicable at the research stage

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£-80,000	£0	£0	£0	£0	£-80,000

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public consultation required		Choose an item.
Explanation of consultation requirements: Consultation is required with current tenants of the business unit portfolio, to help inform the research stage.	January 2018	

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

Version	Author	Job Title	Date
1	Sarah Page	Strategic Property Project Manager	09.11.2017

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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

Service Area:			
Regeneration			
Service Area informed:	Yes	Contact Officer liaised with:	Gareth Jones
Mitigation			
Working together on the research into demand for business units			

Service Area:			
Planning Policy (Local Development Plan)			
Service Area informed:	Yes	Contact Officer liaised with:	Peter Morris and Adrian Humpage
Mitigation			
Working together on the research into demand for business units			

Service Area:			
Finance			
Service Area informed:	To be informed	Contact Officer liaised with:	
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
The Economy We will develop a vibrant economy	The project aims to improve the offer of small and medium-sized business space in Powys. The project aims to ensure that the business space is located in areas identified by the Local Development Plan and which are evidenced by our research as being the most in need of business space. In doing so, the project aims to contribute to the following aims of the council's vision for the economy: <ul style="list-style-type: none"> • New business start-ups and relocations will increase • Skilled employment opportunities will increase • A greater supply and mix of suitable work space to support employment • Local businesses benefit from good advice and support that help them thrive 	Very Good		Choose an item.
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral		Choose an item.
Learning and skills We will strengthen learning and skills	No impact	Neutral		Choose an item.
Residents and Communities We will support our residents and communities	No impact	Neutral		Choose an item.

Source of Outline Evidence to support judgements

Cyngor Sir Powys County Council

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- Consultation analysis – we intend to consult with current tenants to better-understand their business needs
- Benchmarking / good practice – the research stage includes for benchmarking of other local authorities in the UK

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>It is intended that this project will ensure there is business space of the right size and in the right location to enable the retention and growth of local businesses and therefore local jobs – helping to support a skilled, local workforce.</p> <p>The project should help to relieve the pressure on businesses to find suitable, affordable and local premises from which to start-up and to expand.</p>	<p>Very Good</p>		<p>Choose an item.</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>The research stage of the project is seeking funding to complete Energy Performance Certificates (EPCs) of all buildings within the council’s business unit portfolio. Ultimately, this may help to improve the Energy Performance of the portfolio, thereby contributing to a greener environment.</p> <p>It is intended that this project will seek to increase the business unit portfolio and in doing so, there will be an enhanced provision of local business units which may decrease the need for commuting in some areas.</p> <p>It is envisaged that the strategy will include proposals for new-build office units as a replacement for existing stock. This may mean that the portfolio has a more modern offer in terms of its energy efficiency and ‘green’ credentials.</p>	<p>Good</p>		<p>Choose an item.</p>

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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.	No impact	Neutral		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact	Neutral	The research stage of this project could look at the most isolated communities and consider whether there is a viable opportunity to develop business units in those communities. There could be scope to consult with local communities about their needs for local business space, so that they can help to shape this opportunity.	Good
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.	No impact	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	No impact	Neutral		Choose an item.
Opportunities to promote the Welsh language	No impact	Neutral		Choose an item.
Welsh Language impact on staff	No impact	Neutral		Choose an item.
People are encouraged to do sport, art and recreation.	No impact	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	No impact	Neutral		Choose an item.
Disability	No impact	Neutral		Choose an item.
Gender reassignment	No impact	Neutral		Choose an item.

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<i>Marriage or civil partnership</i>	No impact	Neutral		Choose an item.
<i>Race</i>	No impact	Neutral		Choose an item.
<i>Religion or belief</i>	No impact	Neutral		Choose an item.
<i>Sex</i>	No impact	Neutral		Choose an item.
<i>Sexual Orientation</i>	No impact	Neutral		Choose an item.
<i>Pregnancy and Maternity</i>	No impact	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?

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.	<ul style="list-style-type: none"> The research stage of the project will help to determine what the long term call on the service is likely to be Long-term, generational and decadal information may be available from the Local Development Plan 	Good	Ensure that the strategy includes for both short-term and longer-term aims – taking into account the generational and decadal requirements	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The project is working with other services, including Planning Policy and Regeneration to undertake the necessary research. Other collaborations may be sought during the project, such as working with Welsh Government, current tenants and developers to bring forward suitable locations for business unit accommodation. It is possible that Housing may be interested in collaborating on live-work business locations.	Good		Choose an item.

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	<ul style="list-style-type: none"> The views of stakeholders are being sought during the research stage. This is early enough so that they can genuinely influence decisions which will be made during the strategy-writing stage. It is considered that the tenant surveys may be repeatable across a number of years to help ensure that we have a clear picture of what our tenants need and of how those needs may change over time Have you sought the views of people under the age of 18 years, in line with the United Nations Convention on the Rights of the Child? (no) 	Good		Choose an item.
Prevention: Understanding the root causes of issues to prevent them from occurring.	The research stage of the project will help to identify any root issues with the portfolio condition and location, that we may need to address in the strategy.	Good		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.	The project is aligning itself with the Regeneration team and the Planning Policy team. This is to ensure that the strategy is aligned with the objectives of all three teams and that decisions are integrated and collaborative.	Good		Choose an item.
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	The project aims to provide business units which are in the right location and which are affordable for business start-ups and expanding businesses. In so doing, it is hoped that there will be increased employment opportunities and access to jobs.	Good		Choose an item.
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	No impact	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
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	Neutral		Choose an item.
Impact on Powys County Council Workforce	No impact	Neutral		Choose an item.
Source of Outline Evidence to support judgements				

8. Achievability of proposal?

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

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

Not applicable at the research stage of this project.

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
There is a risk that the cost of the work to carry out the EPCs will be higher than is currently anticipated, resulting in a requirement for additional funding	Low	A quotation request has been issued to HoWPS. If they are unable to deliver the service, 3 quotes will be requested from alternative suppliers.	Low
There is a risk that the cost of the work to carry out the condition surveys will be higher than is currently anticipated, resulting in a requirement for additional funding	Low	A quotation request has been issued to HoWPS. If they are unable to deliver the service, 3 quotes will be requested from alternative suppliers.	Low
There is a risk that the Energy Performance Certificates (EPCs) will return a higher level of required work than currently anticipated, resulting in additional funding being required to carry out the works	Low	The strategy may consider recommending the disposal of some assets if the EPCs indicate that works are required which are of significantly high cost.	Low
There is a risk that the Condition Surveys will return a higher level of required work than currently anticipated, resulting in additional funding being required to carry out the surveys	Low	The strategy may consider recommending the disposal of some assets if the condition surveys indicate that works are required which are of significantly high cost.	Low
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low

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

Action	Target Date	Outcome	Decisions made
Research stage	Spring 2018	Compilation of research results which will enable the project to move to the strategy writing stage	Move to strategy writing or continue with further research
Energy Performance Certificates (EPC)	Spring 2018	All business units have an EPC. This will help to inform the strategy writing stage.	
Building Condition Surveys	Spring 2018	All business units have an up to date condition survey. This will help to inform the strategy writing stage.	
Portfolio Holder decision required	Yes	Date required	Spring 2018

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Cabinet decision required	No	Date required	
Council decision required	No	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
Business Units Review Project Manager	0.2	0.2	0.2	Tbc ->								
Regeneration	0.1	0.1	0.1	Tbc ->								
Planning Policy	0.1	0.1	0.1	Tbc ->								

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The Business Unit portfolio review is being undertaken in a number of stages. This Impact Assessment is for the current 'research' stage which requires funding to complete building condition and energy performance surveys. The risks at this stage relate to the potential for costly repairs / upgrades to be made to the portfolio to improve the condition and/or the energy performance of the portfolio.</p> <p>It is intended that the longer-term impact of the Business Unit portfolio review will be positive, with an enhanced contribution of available business space for businesses in Powys to establish and grow.</p>	

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

What additional evidence and data has informed the development of your proposal?
<p>Additional evidence will be collected during the research stage, this will include:</p> <ul style="list-style-type: none"> · Existing portfolio information (locations, tenants, income, lease types, management issues, building condition surveys, EPCs etc.) · Existing portfolio management information (management activity and time demands, team roles and responsibilities, income and expenditure etc.) · Local Authority research (to understand what other local authorities do with their workshop portfolios) · Powys regeneration and economic development aims and objectives (to understand if there are certain types or sizes of business we should aim to support, which localities we should focus on etc.) · Business data for Powys (business sizes, types, growth trends etc.)

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
<p>Long-term arrangements will be set out within the strategy and strategic plan writing stages.</p>

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Please state when this Impact Assessment will be reviewed.

The Impact Assessment will be reviewed at each project stage

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Sarah Page		
Head of Service:	Ken Yorston		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Clr Phyl Davies		

16. Governance

Decision to be made by		Date required	
	Council		Asap
	As part of the FRM process		

FORM ENDS

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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	Schools	Head of Service	Gareth Jones	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal	1819-32 Small school closures						
Outline Summary / Description of Proposal							
The proposal is to reduce the schools delegated budget to reflect the net reduction in budget requirement following the formal closure of Schools, Streams and units in the previous financial year.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£150,000	£70,000	None in addition to previous years			

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
Public and Staff consultation required	Based on School Organisation Process, 18-19 impact already undertaken	Yes

3. 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 December 2016
V3	Gareth Jones	Head of Schools	12 th December 2017

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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			
HR and Finance involved in Consultation Process			
Service Area informed:	Yes	Contact Officer liaised with:	Nancy Owen, Rachel Hudson
Mitigation			

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

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	Concern has been expressed that the removal of a school from a community will have an impact on job opportunities in the village. Pupils will be transferred to neighbouring larger schools / streams / units where the quality of education is at least as good as the current provision, enabling them to develop skills that will prepare them to enter the workforce.	Neutral	The authority will utilise its schools redeployment policy to ensure that staff in the affected schools have opportunities to be appointed to other posts within other schools/ streams /units	Neutral
Health and Care We will lead the way in effective, integrated rural health and care		Choose an item.		Choose an item.

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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
Learning and skills We will strengthen learning and skills	All proposals aim to ensure that high quality education is accessible to all, and that it is affordable and sustainable with a focus on high quality leadership, teaching and learning. All children and young people (including those in receipt of free school meals and with additional learning needs) will be supported to achieve their full potential at the named receiving school or any other school pupils might wish to transfer to.	Good	In all School closures, transition plans would be put in place to support pupils with their move to alternative provision, to ensure that disruption is minimised and to ensure that all pupils achieve their full potential.	Good
Residents and Communities We will support our residents and communities	Although the relevant education provision in the affected school will be removed, provision would be available in neighbouring larger schools / streams / units, which are more viable and will ensure a greater level of stability and resilience in terms of the provision of primary education. However, in smaller communities the school may be the only facility and the potential loss of community facilities for the village will impact on this priority.	Poor	The school buildings are owned by either the council or the Church in wales. Following any decision to close the school, the authority would engage in discussion with the Church and community in relation to future use of the school building.	Neutral

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Source of Outline Evidence to support judgements
Consultation reports, School service Asset Management Plan, Estyn Reports.

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
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.	All transformational proposals will provide better value for money for the council in the long term, by ensuring more equitable distribution of funding. Pupils will be transferred to neighbouring larger schools / streams / units where the quality of education is at least as good as the current provision, enabling them to develop skills that will prepare them to enter the workforce.	Good		Good

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<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>The authority supports the Welsh Government’s aspiration for 21st Century Schools which are for:</p> <ul style="list-style-type: none"> - learning environments that will enable the successful implementation of strategies for improvement and better educational outcomes - greater economy and efficiency for learning environments through better use of resources - a sustainable education system in Wales that meets national building standards and reduces the recurrent costs and carbon footprint of education buildings <p>It is the authority’s long term strategy to improve all its learning environments. However, the authority recognises that there will be additional travel involved for pupils.</p>	<p>Neutral</p>	<p>The authority has commissioned a review of those assets that were graded C or D in terms of condition, suitability and sustainability, and following receipt of this, will be considering an investment strategy to improve the sustainability and suitability of these buildings.</p>	<p>Good</p>
<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>Concerns are often raised in relation to the impact of the proposal on the well-being of pupils due to the proposed change of school and circumstances.</p>	<p>Poor</p>	<p>Full support will be provided to pupils transferring to the named receiving school or any other school to aid their transition.</p>	<p>Neutral</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>Concern has been raised in relation to the impact of the proposal on the affected community and community activities in the area. In particular in small communities concern is expressed when the school is the only community building in the local community.</p>	<p>Poor</p>	<p>The school buildings are owned either by the authority or Church in wales. Following any decision to close a school, the authority would engage in discussion with the community and Church in relation to future use of the school building.</p>	<p>Neutral</p>

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<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>The authority's view is that the proposals made seek to improve the learning opportunities and outcomes for all children, and that the proposal has the best interests of the child at heart. During the consultation processes, pupils are given the opportunity to contribute to the discussion, meeting the requirements of the UN Convention on the Rights of the Child for children to be heard.</p>	<p>Good</p>		<p>Good</p>
<p>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.</p>				
<p><i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i></p>	<p>The authority when considering any transformation proposals ensures that the individual pupils access to 1st or 2nd language welsh provision is maintained, with those pupils directly affected through the closure of a Welsh Stream being able to access 1st language welsh provision in a larger welsh medium school or stream.</p>	<p>Neutral</p>		<p>Neutral</p>
<p><i>Opportunities to promote the Welsh language</i></p>	<p>As above</p>	<p>Neutral</p>		<p>Neutral</p>
<p><i>Welsh Language impact on staff</i></p>	<p>As above</p>	<p>Neutral</p>		<p>Neutral</p>
<p><i>People are encouraged to do sport, art and recreation.</i></p>	<p>All schools offer a range of extra-curricular opportunities which provide opportunities for pupils to take part in sport, art and recreation, a wide range of activities are also provided at the named receiving school. As a larger school, it is likely that a wider range of activities would be available at the named receiving school. However, due to additional travel children living in the affected community may be unable to access activities provided after school due to their reliance on home to school transport.</p>	<p>Neutral</p>	<p>The authority will work with the Head teacher and Governing Body of the named receiving school and other schools pupils may wish to transfer to, to ensure that participation in all school activity is maximised for all learners.</p>	<p>Neutral</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>				

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Age	The school transformation proposals does not impact on a specific group than any other group or the general population. Each consultation proposal is supported by a specific impact assessment for the individual proposal.	Neutral		Neutral
Disability	As above	Neutral	As above	Neutral
Gender reassignment	As above	Neutral	As above	Neutral
Marriage or civil partnership	As above	Neutral	As above	Neutral
Race	As above	Neutral	As above	Neutral
Religion or belief	As above	Neutral	As above	Neutral
Sex	As above	Neutral	As above	Neutral
Sexual Orientation	As above	Neutral	As above	Neutral
Pregnancy and Maternity	As above	Neutral	As above	Neutral

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Source of Outline Evidence to support judgements

Consultation reports, Community Impact Assessments, Welsh in Education Strategic Plan, Schools Service Asset Management Plan, Estyn Reports

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: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	The School Transformation Programme considers the general long term forecasts for the Powys population, where it is identified that the population figures for school aged children will continue to fall. The proposals will provide better value for money for the council in the long term, by ensuring more equitable distribution of funding. Pupils will be transferred to neighbouring larger schools where the quality of education is at least as good as the current provision, enabling them to develop skills that will prepare them to enter the workforce.	Good		Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The named receiving schools will continue to work in collaboration with other schools in the cluster and regionally, and with other partners, to ensure that every pupil is fully supported.	Neutral		Neutral

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i></p>	<p>A wide range of meetings take place with all proposals including statutory meetings with the Governing Body, Staff, Pupils, Parents and community when determining the proposals.</p> <p>Consultation on the proposals take place in accordance with the School Organisation Code, which included consultation meetings with staff, governors and parents / community, as well as a meeting with the school council.</p>	<p>Neutral</p>	<p>If the proposals are implemented, there will be an opportunity for any parent to seek election to the governing body, and there will be an opportunity for all parents to continue to engage with the school and governing body.</p>	<p>Neutral</p>
<p>Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i></p>	<p>The reasons for the proposals to close a school / stream / unit are many and complex and can include:</p> <ul style="list-style-type: none"> - A school / stream / unit has low numbers on roll for the three previous years. - A level of significant surplus places at the school - The funding per pupil is more than 120% of the council's average <p>The proposals will normally provide better value for money for the council in the long term, by ensuring more equitable distribution of funding and a more sustainable model of education.</p>	<p>Good</p>		<p>Good</p>
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>	<p>With the majority of the transformation proposals, most of the issues raised during the consultation exercises are not supportive of the proposal.</p> <p>The service has undertaken some post implementation reviews of the impact and there is generally positive integration into the receiving schools community</p>	<p>Poor</p>	<p>The authority should undertake a timely post implementation review, through communication with the affected families.</p>	<p>Neutral</p>

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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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Free transport will be provided to all qualifying pupils affected by any proposal. However, it is acknowledged that it may be more difficult for the parents of pupils on low incomes that live in affected communities, due to the additional travel required of parents in order to attend activities at the school, or to collect pupils from after school activities.	Poor	The authority will work with the Head teacher and Governing Body of the named receiving schools and other schools pupils may wish to transfer to, to ensure that participation in all school activity is maximised for all learners and their families.	Neutral
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Choose an item.		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.	Safeguarding is of the utmost importance and safeguarding measures are in place in the named receiving schools and any other schools pupils may wish to transfer to.	Neutral		Neutral
Impact on Powys County Council Workforce	The deletion of all posts in the affected schools.	Poor	There may be opportunity for additional posts in the receiving schools. The Council would look to utilise the redeployment policy where possible (Redundancy Policy).	Neutral
Source of Outline Evidence to support judgements				
Equality impact assessments, consultation reports, School Service Asset Management Plan, pupil projections.				

8. Achievability of proposal?

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

As the efficiency target is planned to be achieved in the first full school year following implementation of the proposals, the decision to implement the proposal has been made prior to the commencement of the relevant financial year

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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
The main risk to transformation proposals is that of legal challenge to the authority on the proposals made	High	Work closely with affected school Governing Bodies to seek agreement on proposal made	Low
As the efficiency target is planned to be achieved in the first full school year following implementation of the proposals, the decision to implement the proposal has been made prior to the commencement of the relevant financial year	Low		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

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

Action	Target Date	Outcome	Decisions made
Commence discussions with Schools	31/1/18	Agree proposals	
Develop and undertake consultation	31/3/18	Undertake consultation	SSMT and Cabinet
Report Outcome of consultation to cabinet	31/5/18	Cabinet approval to proceed	31/5/18
Publish statutory notices & report to Cabinet	31/8/18	Cabinet approves closure	31/.8/18
Portfolio Holder decision required	Choose an item.	Date required	
Cabinet decision required	Yes	Date required	31/8/18
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
Already in Place												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
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Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Each school transformation proposal is subject to a strict school organisation process with a statutory process that is required to be followed. The identified efficiencies are planned to be implemented and achieved in the financial / school year following the enactment of the proposals

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

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

Cabinet reports on school closure and other transformation proposals

14. On-going monitoring arrangements?

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

None, except for following school closure procedures.

Please state when this Impact Assessment will be reviewed.

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gareth Jones		12 th December 2017
Head of Service:	Gareth Jones		12 th December 2017
Strategic Director:	Ian Budd		12 th December 2017
Portfolio Holder:	CLlr Myfanwy Alexander		12 th December 2017

16. Governance

Decision to be made by	Date required
Cabinet	

FORM ENDS

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	Schools	Head of Service	Gareth Jones	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal	1819-33 Restructuring of school service						
Outline Summary / Description of Proposal							
The review and restructuring of the central Schools Service for the 2017-18 and 2018-19 financial years, the proposal will be met by a review of the non-staffing costs incurred across the central service budgets and the reduction of budget requirements where appropriate. Some of the required savings over the two years may be achieved through a re-evaluation of person specifications and Job Descriptions as individual members of the central team retire or move to new post in or external to the authority. As the level of required efficiency is low this is not expected to impact negatively on the delivery of the service to Schools and the Powys Community.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£50,000	No additional to 18-19				

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	None saving will be achieved through staff slippage	No

3. 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	22 nd November 2016
V3	Gareth Jones	Senior Manager – Central Services	16 th December 2016
V4	Gareth Jones	Head of Schools	12 th December 2017

Cyngor Sir Powys County Council
Impact Assessment (IA)

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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	
None	
Service Area informed:	Contact Officer liaised with:
Mitigation	

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

Council Priority	How does the proposal impact on this priority?	<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
The Economy We will develop a vibrant economy	As the proposal will be based on delivering the same service but more efficiently it is not expected to impact adversely in this area.	Neutral	The implementation of the proposed procedures will ensure consideration is taken over the impact on the service delivery of any proposals	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral	No impact	Neutral
Learning and skills We will strengthen learning and skills	No impact	Neutral	No impact	Neutral
Residents and Communities We will support our residents and communities	No impact	Neutral	No impact	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Schools Service Management Team meeting minutes.

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.	As the proposal will be based on delivering the same service but more efficiently it is not expected to impact adversely in this area.	Neutral	The implementation of the proposed procedures will ensure consideration is taken over the impact on the service delivery of any proposals	Neutral
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).	As above.	Neutral	As above.	Neutral
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.	As above.	Neutral	As above.	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	As above.	Neutral	As above.	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

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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 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.	As above.	Neutral	As above.	Neutral
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>	As above.	Neutral	As above.	Neutral
<i>Opportunities to promote the Welsh language</i>	As above.	Neutral	As above.	Neutral
<i>Welsh Language impact on staff</i>	As above.	Neutral	As above.	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	As above.	Neutral	As above.	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	As above.	Neutral	As above.	Neutral
<i>Disability</i>	As above.	Neutral	As above.	Neutral
<i>Gender reassignment</i>	As above.	Neutral	As above.	Neutral
<i>Marriage or civil partnership</i>	As above.	Neutral	As above.	Neutral
<i>Race</i>	As above.	Neutral	As above.	Neutral
<i>Religion or belief</i>	As above.	Neutral	As above.	Neutral
<i>Sex</i>	As above.	Neutral	As above.	Neutral
<i>Sexual Orientation</i>	As above.	Neutral	As above.	Neutral
<i>Pregnancy and Maternity</i>	As above.	Neutral	As above.	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Schools Service Management team meeting minutes.

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.	As the proposal will be based on delivering the same service but more efficiently it is not expected to impact adversely in this area.	Neutral	The implementation of the proposed procedures will ensure consideration is taken over the impact on the service delivery of any proposals	Neutral
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	As above.	Neutral	As above.	Neutral
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	As above.	Neutral	As above.	Neutral
Prevention: Understanding the root causes of issues to prevent them from occurring.	As above.	Neutral	As above.	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	As above.	Neutral	As above.	Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	As above.	Neutral	As above.	Neutral

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Choose an item.		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.	As above.	Neutral	As above.	Neutral
Impact on Powys County Council Workforce	The impact on the workforce will be minimal as the £25k saving for 2017/18 will be achieved through achievement of non-staffing efficiencies. It is not expected that any compulsory redundancies will be required.	Neutral		Neutral
Source of Outline Evidence to support judgements				
Schools Service Management Team meeting minutes.				

8. Achievability of proposal?

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

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Loss of Knowledge, Experience and Capacity	Medium	Ensure service has suitable knowledge cover and provide training where appropriate	Low
Failure to meet statutory duties	Low	Service will ensure all statutory duties are covered	Low
Reduction of support to schools	Medium	Need to support provision of school to school support	Low
Impact on learner outcomes	Low	Savings will be achieved from areas not impacting on learner outcomes	Low
Failure to maximise grant and other finding opportunities	Medium	Ensure key officer has responsibility for monitoring grant opportunities	Low
Financial risk of require consultants to cover knowledge gap in interim period.	Low	Ensure service has suitable knowledge cover and provide training where appropriate	Low
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
Review requirement for replacement at all staff changes	1.1.18 and ongoing	The requirement to fill vacancies is fully considered	SSMT
Monitor Saving achieved	1.4.18 and ongoing	Achieved saving	SSMT
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
None												

12. Overall Summary and Judgement of this Impact Assessment?

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The impact on the workforce will be minimal as the £25k saving for 2017/18 will be achieved through achievement of non-staffing efficiencies. The service has a number of staff approaching retirement age and will review the person specification and job descriptions at the point of each staff change. It is not expected that any compulsory redundancies will be required. It is also not anticipated to impact on the delivery of services.</p> <p>Some of the required savings over the two years may be achieved through a re-evaluation of person specifications and Job Descriptions as individual members of the central team retire or move to new post in, or external to the authority.</p>	

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?
Service Management Team – the service reviews its efficiencies and budgets on a monthly basis.
Please state when this Impact Assessment will be reviewed.
quarterly

15. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		12 th December 2017
Head of Service:	Gareth Jones		12 th December 2017
Strategic Director:	Ian Budd		12 th December 2017
Portfolio Holder:	CLlr Myfanwy Alexander		12 th December 2017

16. Governance

Decision to be made by	Date required
Portfolio Holder	1.1.18 and ongoing

FORM ENDS

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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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	Schools	Head of Service	Gareth Jones	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal	1819-34 - Implementation of a Cashless system into school meals processes						
Outline Summary / Description of Proposal							
The authority will complete the implementation of a cashless payment system in respect of School meals and other cash payments received in schools							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£40,000(est)	£110,000 (est)	None in addition to previous years			

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	n/a already implemented	Yes

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

Version	Author	Job Title	Date
V1	Gareth Jones	Head of Service	12 th December 2017

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY			
Catering, business support.			
Service Area informed:	Yes	Contact Officer liaised with:	Cheryl Leighton, Jason Rawbone, Sarah Quibell
Mitigation			
Already in Place, through project board etc.			

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
The Economy We will develop a vibrant economy	The implementation of the cashless system in some schools has had a negative effect on some small shop keepers as a child cannot spend the money loaded onto the system other than at school.	Poor	No actions are available to the service	Poor
Health and Care We will lead the way in effective, integrated rural health and care	No impact	Neutral	No impact	Neutral
Learning and skills We will strengthen learning and skills	The implementation of the scheme has allowed schools to focus on teaching and learning aspects of service delivery	Very Good	Develop detailed proposals for scheme prior to consultation with schools	Very Good
Residents and Communities We will support our residents and communities	The implementation of the cashless system will allow parents to manage the payments for meals etc. easier.	Good	An agreed rollout programme including consultation with parents has been agreed by the programme board	Good

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements
Implementation, minutes of project and programme board.

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.	No impact	Choose an item.		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).	No impact	Choose an item.		Choose an item.
A healthier Wales: A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	The implementation of the system will allow parents to have a understanding and control over the food their child(ren) is eating at school, supporting a healthier wales	Good	Develop detailed proposals for scheme prior to consultation with schools and parents	Good
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact	Choose an item.		Choose an item.

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Impact Assessment (IA)

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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 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.	No impact	Choose an item.		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	The roll out of the system to Welsh Medium Schools was delayed until a WM Version was available	Good	Monitor the use of the system through the welsh language	Good
<i>Opportunities to promote the Welsh language</i>	The roll out of the system to Welsh Medium Schools was delayed until a WM Version was available	Good	Monitor the use of the system through the welsh language	Good
<i>Welsh Language impact on staff</i>	The roll out of the system to Welsh Medium Schools was delayed until a WM Version was available	Good	Monitor the use of the system through the welsh language	Good
<i>People are encouraged to do sport, art and recreation.</i>	The roll out of the system to Welsh Medium Schools was delayed until a WM Version was available	Good	Monitor the use of the system through the welsh language	Good
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Choose an item.		Choose an item.
<i>Disability</i>	The system allows all parents and carers to have full access, therefore providing equal opportunities to all protected groups	Good	Develop detailed proposals for scheme prior to consultation with schools.	Good
<i>Gender reassignment</i>	As above	Good	As above	Good
<i>Marriage or civil partnership</i>	As above	Good	As above	Good
<i>Race</i>	As above	Good	As above	Good
<i>Religion or belief</i>	As above	Good	As above	Good
<i>Sex</i>	As above	Good	As above	Good
<i>Sexual Orientation</i>	As above	Good	As above	Good
<i>Pregnancy and Maternity</i>	As above	Good	As above	Good

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



Source of Outline Evidence to support judgements

Project board minutes etc.

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 cashless system will provide a long time benefit to schools and will allow more flexibility for parents etc.	Good	Develop detailed proposals for scheme prior to consultation with schools	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The parent pay system is a national system used by many authorities and the authority is represented on the relevant user groups.	Good	As above	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Full communication is undertaken with schools prior to implementation in each individual school.	Good	As above	Good
Prevention: Understanding the root causes of issues to prevent them from occurring.	The cashless system will eliminate the level of cash handling in schools and will prevent issue of staff not being covered under a scheme mid illness.	Good	As above	Good
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	No impact	Unknown	No impact	Unknown
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	The implementation of the cashless system is thought to eliminate / lower the resistance of families to apply and their children to take up their entitlement to FSM	Good	The service will work with other agencies such as YFC's, Farming Unions etc. to encourage the application for and uptake of FSM entitlement	Good

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account		Choose an item.		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 use of the system and the reduction in the level of cash held by pupils, will have a positive impact on the level of bullying and theft of dinner money.	Very Good	Continued work with schools on this area	Very Good
Impact on Powys County Council Workforce	The implementation of the system has led to the redundancy of cashiers in individual Primary Schools and has also has had a net reduction in the level of work for school staff in cash handling	Good	Continue to encourage schools to utilise the system for all cash handling activities	Good
Source of Outline Evidence to support judgements				
Project board minutes etc.				

8. Achievability of proposal?

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

Cyngor Sir Powys County Council

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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
Schools not wishing to join the scheme fully	Medium	Provide benefit analysis for the use of the cashless system	Medium
Scheme not financially viable and the projected savings not being achieved	Medium	Closely monitor use and uptake of system and regular budgetary controls	Medium
	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

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

Action	Target Date	Outcome	Decisions made
Already Implemented			
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
None additional to that in place												

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The implementation of the cashless system has a positive impact on schools	

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

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

Cyngor Sir Powys County Council
Impact Assessment (IA)

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Project Board minutes and school meals uptake for both paid and free meals

14. On-going monitoring arrangements?

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

Project review meetings and financial records

Please state when this Impact Assessment will be reviewed.

31st August 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Gareth Jones		13 th December 2017
Head of Service:	Gareth Jones		13 th December 2017
Strategic Director:	Ian Budd		13 th December 2017
Portfolio Holder:	Cllr Myfanwy Alexander		13 th December 2017

16. Governance

Decision to be made by	Portfolio Holder	Date required	Already made
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FORM ENDS

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	Schools	Head of Service	Gareth Jones	Strategic Director	Ian Budd	Portfolio Holder	Cllr Myfanwy Alexander
Proposal	1819-35 - Establish an internal supply insurance pool on a stop loss insurance basis						
Outline Summary / Description of Proposal							
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. 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.							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£40,000	No Additional to 18-19				

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	None, it would be part of a SLA offered to Schools	No

3. 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	22 nd November 2016
V3	Gareth Jones	Senior Manager – Central Services	16 th December 2016

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY			
Yes, it would require the production of sickness absence records from Establishment Services, which would be run on a monthly basis following the creation of a one off management report			
Service Area informed:	Establishment Services	Contact Officer liaised with:	Graham Evans
Mitigation			

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
The Economy We will develop a vibrant economy	No impact	Neutral	No impact	Neutral
Health and Care We will lead the way in effective, integrated rural health and care		Neutral		Neutral
Learning and skills We will strengthen learning and skills	The establishment of an 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., The establishment of the central pooling arrangement will reduce the need for further efficiencies from schools budgets.	Good	Develop detailed proposals for scheme prior to consultation with schools	Good

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



Council Priority	How does the proposal impact on this priority?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Residents and Communities We will support our residents and communities	No impact	Neutral	No impact	Neutral

Cyngor Sir Powys County Council
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Source of Outline Evidence to support judgements
Pembrokeshire Supply Pooling arrangements

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
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.	No impact	Neutral	No impact	Neutral
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).	No impact	Neutral	No impact	Neutral
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.	No impact	Neutral	No impact	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	No impact	Neutral	No impact	Neutral

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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 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.	No impact	Neutral		Neutral
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>	Although not directly linked to the employment of Supply teachers, the limited number of Supply teachers who can provide Welsh Medium teaching may have a marginal impact on this area.	Poor	To positively appoint supply teachers who can deliver through both the English and Welsh languages.	Neutral
<i>Opportunities to promote the Welsh language</i>	No impact	Neutral	No impact	Neutral
<i>Welsh Language impact on staff</i>	No impact	Neutral	No impact	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Neutral	No impact	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	No impact	Neutral	No impact	Neutral
<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	Good	Develop detailed proposals for scheme prior to consultation with schools	Good
<i>Gender reassignment</i>	No impact	Neutral	No impact	Neutral
<i>Marriage or civil partnership</i>	No impact	Neutral	No impact	Neutral
<i>Race</i>	No impact	Neutral	No impact	Neutral
<i>Religion or belief</i>	No impact	Neutral	No impact	Neutral
<i>Sex</i>	No impact	Neutral	No impact	Neutral
<i>Sexual Orientation</i>	No impact	Neutral	No impact	Neutral
<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	Good	Develop detailed proposals for scheme prior to consultation with schools	Good

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Source of Outline Evidence to support judgements

Pembrokeshire Supply Pooling arrangements, supply teacher records.

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 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.	Good	Develop detailed proposals for scheme prior to consultation with schools	Good
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	The proposal is to link into a mutual fund that has been developed by Pembrokeshire LA for their schools.	Good	As above	Good
Involvement (including Communication and Engagement): Involving a diversity of the population in the decisions that affect them.	Some initial discussions have been undertaken with schools. Further work is required once the proposals have been developed.	Good	As above	Good
Prevention: Understanding the root causes of issues to prevent them from occurring.	The mutual fund would eliminate the issue of staff not being covered under a scheme mid illness.	Good	As above	Good
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	No impact	Neutral		Neutral
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	No impact	Neutral		Neutral

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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		Choose an item.		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.	No impact	Neutral		Neutral
Impact on Powys County Council Workforce	No impact	Neutral		Neutral
Source of Outline Evidence to support judgements				
Pembrokeshire Supply Pooling arrangements				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
Low	Low	Low
Mitigation		
Further develop proposals with Pembrokeshire		

Cyngor Sir Powys County Council

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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
Schools not wishing to join the scheme	Medium	Ensure that the calculated premiums are similar or lower than current premium's paid and to sell the benefits of the offered scheme	Low
Scheme not financially viable	Low	Ensure that in the initial year the premiums are set at a level which will ensure cost coverage	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

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

Action	Target Date	Outcome	Decisions made
Develop Scheme with Pembrokeshire	31/1/18	Scheme ready to be offered to School	Feb 2018
Provide schools with scheme documentation	28/2/18	Schools decide if they wish to join scheme	March 18
Monitor call on scheme	1/4/18 and ongoing	Financial viable Scheme	1/4/18 and ongoing
Portfolio Holder decision required	Choose an item.	Date required	
Cabinet decision required	Yes	Date required	28.2.18
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
Admin support (Pembrokeshire)	1	1	1	1	1	1	1	1	1	1	1	1

12. Overall Summary and Judgement of this Impact Assessment?

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	

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?

Supply sickness monitoring reports
 Project review meetings

Please state when this Impact Assessment will be reviewed.

31st October 2018

15. Sign Off

Position	Name	Signature	Date
Service Manager:	Gareth Jones		12 th December 2017
Head of Service:	Gareth Jones		12 th December 2017
Strategic Director:	Ian Budd		12 th December 2017
Portfolio Holder:	ClIr Myfanwy Alexander		12 th December 2017

16. Governance

Decision to be made by	Portfolio Holder	Date required	28.2.18
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FORM ENDS

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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 6 years.

Service Area	Resources	Head of Service	N/a	Strategic Director	Mark Evans	Portfolio Holder	Cllr James Evans Cllr Aled Davies
Proposal	1819-37- Resources saving 2018/19						
Outline Summary / Description of Proposal							
<p>Resources has since 2014/15 saved £9.7M through staff and contract reductions and business process improvement. These reductions whilst achievable have meant Resources are now at a point where further significant reductions will result in detriment to its ability to provide its existing services and support and potentially place 'core' functions at risk</p> <p>For 2018/19 Resources are targeted with £1,279k.</p> <p>To date £280k savings have been identified £200k in Business Services and £80k from ICT (shown on a separate IA). Leaving £999k savings to be identified.</p> <p>The £999k saving can only come from staff and equates to between 31 and 41 FTE from within the Directorate (depending on grade). The impact on support services of removing between 31 and 41 FTE is shown below.</p>							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
Business Services £612,200	£nil	£nil	£nil	£nil	£239k
ICT and Programmes £322,530					
Financial Services £299,670					
Legal Services £ 44,500					
Total £1,278,900					

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
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Staff consultation required	???	No
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3. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
V1	Andrew Durant	Head of ICT and Programmes	30/10/2017
V2	Mark Evans	Acting Director of Resources	09/11/2017

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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

Cyngor Sir Powys County Council

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- If the Resources directorate make £999k savings through the loss of between 31 and 41 FTE's the impact on the various areas would be as follow:
- **Employment Services**
- Payroll deadlines including HMRC compliance and other legislative timeframes could be potentially compromised.
- The demand in updating and maintaining transactional processes would be potentially impacted therefore compromising reporting and information deadlines and accurate information.
- Contract production and employment safeguarding timelines would be potentially impacted.
- System and process development would be impacted therefore delaying the release of improvement benefits.
- Commercial activity (Payroll) could be hampered by the 'knock on impact' of cuts in the function.
-
- **Customer Services**
- Potential failure to meet the demand from residents and other sources in the contact centre via phone, e-mail etc.
- Legislative requirements such as the Disabled Parking Badge process would be potentially compromised.
- Consideration of closing Receptions
- Compromised role in supporting Corporate complaint process
- Hand back to Communications of Social Media (Facebook and twitter accounts)
- Unable to provide web chat facility for customers using web-site.
- Progress on the Customer Transformation Project which at this early stage has already been successful realising a number of benefits would be potentially compromised.
-
- **Business Support**
- Front line services would see a reduction in support and this would potentially impact on their service delivery.
- The demand in updating and maintaining transactional processes would be potentially impacted therefore compromising reporting and information deadlines and accurate information.
- Invoice processing performance standards would be potentially compromised.
- Progress on Transformational Projects which are critical to 'release benefits' would be compromised as resource supporting this would potentially be required to support operational delivery.
- Commercial activity (DBS) could be hampered by the 'knock on impact' of cuts in the function.
-
- **Income & Awards**
- Council Tax and Business Rates administration demand would not be adequately met and collection rates in particular could drop therefore less revenue for the Council, we are currently in the top quartile for collection in Wales.
- Housing Benefit processing demand would not be adequately met therefore processing times would increase leading to complaints etc. and the risk of not complying with payment deadlines.
- Any reduction in the Debt recovery teams would potentially reduce the value of monies being recovered back to the Authority.
- Financial Assessment work performance in respect of Social Care would be compromised as the demand in this area is already significant.
- The Money Advice Team that has been 'moulded' to comply with revised central government initiatives and the team are already struggling with demand.
- Progress on the re-design of Income & Awards which has been very successful to date realising a number of benefits would be potentially compromised.

- **ICT and Programmes**

- ICT are looking to modernise its infrastructure by replacing old technology with new ones and joining systems by design to remove manual interfacing and duplication. Reducing resources will mean the pace of this change will slow or even halt.
- ICT would no longer be able to sustain a change team for new systems. System modernisation would halt and over time the current systems would become vulnerable to both security threats and systems support.
- I will not have the resources to replace kit at its end of life meaning increasing risk of failure of obsolete kit.
- Obsolete systems and kit increases the Council's security risk.
- The Business will experience more and prolonged outages of key services and systems
- Service areas are requesting improved response times to incidents and OOH capability. With continuing cuts response times will increase meaning staff will be un-productive for longer.
- We would not be able to maintain the current infrastructure. We would take a break fix approach meaning the systems would fall over before we attempt to fix them increasing user disruption.
- There is a high risk we would lose our security accreditation meaning loss of access to Central government systems and possibly the PSBA

- **Financial Services**

- Improvement plan delivery jeopardised
- Lack of Resilience, single points of failure for key roles will remain
- Continue to correct rather than drive out inefficiency
- Remain Reactive rather than proactive
- New Finance System implementation – potential delays, issues with implementation
- Limited capacity released to develop skills, add value, strengthen Business Partnering and enable creativity
- Insufficient capacity to support all current project delivery across services, additional resource bids through Management of Change.
- Negative Impact on staff morale – The Teams have embraced the restructure and support the improvement plan, they are optimistic about the changes and the improvements they can deliver, their development, goodwill and enthusiasm will be severely dented if the plans cannot be achieved. Risk losing staff, absenteeism.
- Early Closing requirements for Statement of Accounts at risk – unable to meet revised statutory deadlines.
- Continued achievement of monthly reporting to Cabinet at risk – move back to quarterly reporting
- Unable to deliver training regime to improve financial management skills
- Keeping the authority 'safe' will become more difficult with further reductions

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Mitigation
The £999k savings for Resources for 2018/19 will need to be re-profiled / deferred

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
The Economy We will develop a vibrant economy	Resources will not have the capacity to support change initiatives above business as usual services	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
Health and Care We will lead the way in effective, integrated rural health and care	Resources will not have the capacity to support change initiatives above business as usual services	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
Learning and skills We will strengthen learning and skills	Resources will not have the capacity to support change initiatives above business as usual services	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
Residents and Communities We will support our residents and communities	unknown	Neutral		Choose an item.

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Source of Outline Evidence to support judgements
RMT and service analysis of budget cuts

6. How does your proposal impact on the Welsh Assembly'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.	Resources will not have the capacity to support change initiatives above business as usual services	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
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).	Reduced resilience and business continuity. Resources (notably ICT) will need to adopt a 'break / Fix' approach increasing outage length and increasing security risks as infrastructure and systems become obsolete.	Very Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
A healthier Wales: A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	N/A	Choose an item.		Choose an item.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	N/a	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 globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	N/a	Neutral		Choose an item.
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	No impact	Choose an item.		Choose an item.
<i>Opportunities to promote the Welsh language</i>	No impact	Choose an item.		Choose an item.
<i>Welsh Language impact on staff</i>	No impact	Choose an item.		Choose an item.
<i>People are encouraged to do sport, art and recreation.</i>	No impact	Choose an item.		Choose an item.
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>		Neutral		Choose an item.
<i>Disability</i>		Neutral		Choose an item.
<i>Gender reassignment</i>		Neutral		Choose an item.
<i>Marriage or civil partnership</i>		Neutral		Choose an item.
<i>Race</i>		Neutral		Choose an item.
<i>Religion or belief</i>		Neutral		Choose an item.
<i>Sex</i>		Neutral		Choose an item.
<i>Sexual Orientation</i>		Neutral		Choose an item.
<i>Pregnancy and Maternity</i>		Neutral		Choose an item.

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Source of Outline Evidence to support judgements
ICT SMT, RMT and BSMT analysis of budget cuts

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.		Neutral		Choose an item.
Collaboration: Working with others in a collaborative way to find shared sustainable solutions.	Resources will not have the capacity to support change initiatives above business as usual services	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
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.	Reduced resilience and business continuity. Resources (notably ICT) will need to adopt a 'break / Fix' approach increasing outage length and increasing security risks as infrastructure and systems become obsolete.	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
Integration: Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	Resources will not have the capacity to support change initiatives above business as usual services	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral

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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
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.		Neutral		Choose an item.
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	Reduced resilience and business continuity. Resources (notably ICT) will need to adopt a 'break / Fix' approach increasing outage length and increasing security risks as infrastructure and systems become obsolete. Teams will need to undertake their own tasks with little or no direct support and limited advice	Poor	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Neutral
Source of Outline Evidence to support judgements				
RMT and service analysis of budget cuts				

8. Achievability of proposal?

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

Realignment of corporate budgets to meet £999k savings target for 2018/19.

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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
Lack of staff to support existing infrastructure, systems and processes	Low	Realignment of corporate budgets to meet £999k savings target for 2018/19.	Low
Prolonged system outages when kit fails	Low	Look to hold surplus stock of kit to enable swap out on failure	Low
Unable to access systems (network switch failures)	Low	Look to hold surplus stock of kit to enable swap out on failure	Low
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
Review and reduce core staffing	01/4/2018	Reduced support staff	none
Portfolio Holder decision required	Yes	Date required	
Cabinet decision required	Yes	Date required	
Council decision required	No	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
HR support	3	3										

12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
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- If the Resources directorate make £999k savings through the loss of between 31 and 41 FTE's the impact on the various areas would be as follow:
- **Employment Services**
- Payroll deadlines including HMRC compliance and other legislative timeframes could be potentially compromised.
- The demand in updating and maintaining transactional processes would be potentially impacted therefore compromising reporting and information deadlines and accurate information.
- Contract production and employment safeguarding timelines would be potentially impacted.
- System and process development would be impacted therefore delaying the release of improvement benefits.
- Commercial activity (Payroll) could be hampered by the 'knock on impact' of cuts in the function.
-
- **Customer Services**
- Potential failure to meet the demand from residents and other sources in the contact centre via phone, e-mail etc.
- Legislative requirements such as the Disabled Parking Badge process would be potentially compromised.
- Consideration of closing Receptions
- Compromised role in supporting Corporate complaint process
- Hand back to Communications of Social Media (Facebook and twitter accounts)
- Unable to provide web chat facility for customers using web-site.
- Progress on the Customer Transformation Project which at this early stage has already been successful realising a number of benefits would be potentially compromised.
-
- **Business Support**
- Front line services would see a reduction in support and this would potentially impact on their service delivery.
- The demand in updating and maintaining transactional processes would be potentially impacted therefore compromising reporting and information deadlines and accurate information.
- Invoice processing performance standards would be potentially compromised.
- Progress on Transformational Projects which are critical to 'release benefits' would be compromised as resource supporting this would potentially be required to support operational delivery.
- Commercial activity (DBS) could be hampered by the 'knock on impact' of cuts in the function.
-
- **Income & Awards**
- Council Tax and Business Rates administration demand would not be adequately met and collection rates in particular could drop therefore less revenue for the Council, we are currently in the top quartile for collection in Wales.
- Housing Benefit processing demand would not be adequately met therefore processing times would increase leading to complaints etc. and the risk of not complying with payment deadlines.
- Any reduction in the Debt recovery teams would potentially reduce the value of monies being recovered back to the Authority.
- Financial Assessment work performance in respect of Social Care would be compromised as the demand in this area is already significant.
- The Money Advice Team that has been 'moulded' to comply with revised central government initiatives and the team are already struggling with demand.
- Progress on the re-design of Income & Awards which has been very successful to date realising a number of benefits would be potentially compromised.

- **ICT and Programmes**

- ICT are looking to modernise its infrastructure by replacing old technology with new ones and joining systems by design to remove manual interfacing and duplication. Reducing resources will mean the pace of this change will slow or even halt.
- ICT would no longer be able to sustain a change team for new systems. System modernisation would halt and over time the current systems would become vulnerable to both security threats and systems support.
- I will not have the resources to replace kit at its end of life meaning increasing risk of failure of obsolete kit.
- Obsolete systems and kit increases the Councils security risk.
- The Business will experience more and prolonged outages of key services and systems
- Service areas are requesting improved response times to incidents and OOH capability. With continuing cuts response times will increase meaning staff will be un-productive for longer.
- We would not be able to maintain the current infrastructure. We would take a break fix approach meaning the systems would fall over before we attempt to fix them increasing user disruption.
- There is a high risk we would lose our security accreditation meaning loss of access to Central government systems and possibly the PSBA

- **Financial Services**

- Improvement plan delivery jeopardised
- Lack of Resilience, single points of failure for key roles will remain
- Continue to correct rather than drive out inefficiency
- Remain Reactive rather than proactive
- New Finance System implementation – potential delays, issues with implementation
- Limited capacity released to develop skills, add value, strengthen Business Partnering and enable creativity
- Insufficient capacity to support all current project delivery across services, additional resource bids through Management of Change.
- Negative Impact on staff morale – The Teams have embraced the restructure and support the improvement plan, they are optimistic about the changes and the improvements they can deliver, their development, goodwill and enthusiasm will be severely dented if the plans cannot be achieved. Risk losing staff, absenteeism.
- Early Closing requirements for Statement of Accounts at risk – unable to meet revised statutory deadlines.
- Continued achievement of monthly reporting to Cabinet at risk – move back to quarterly reporting
- Unable to deliver training regime to improve financial management skills
- Keeping the authority 'safe' will become more difficult with further reductions
- **There is a high risk we would lose our security accreditation meaning loss of access to Central government systems and possibly the PSBA**

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

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

RMT performance data
RMT Sip performance
RMT Budgetary analysis

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The integrated approach to support effective decision making



14. On-going monitoring arrangements?

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

Budget monitoring already in place

Please state when this Impact Assessment will be reviewed.

April 2018

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Andrew Durant		
Head of Service:	Andrew Durant, Jane Thomas, Clive Pinney		
Director:	Mark Evans		
Portfolio Holder:	CLlr James Evans/CLlr Aled Davies		

16. Governance

Decision to be made by	Portfolio Holder	Date required	01/4/2018
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FORM ENDS