

Budget Impact Assessment - First Stage

1. Details of the budget proposal

Budget proposal description and summary: ENVT909 - Reduce management capacity in Estates and Building	
Cleaning following non-replacement of staff vacancy – The Assistant Cleaning Manager left the Authority and the post was subsequently deleted from the structure and replacement by a post as a lower grade as part of the Environment Directorate Restructure earlier this year. The ongoing annual savings from the lower salary is to be used as a contribution towards the FFP savings	
Service Area:	Property and Regeneration
Directorate:	Environment

2. Does the budget proposal affect:

	Yes	No
Service users		X
Staff	X	
Wider community		X
Internal administrative process only		X

3. Does the budget proposal impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		X				
Disability		X				
Gender Reassignment		X				
Marriage/Civil Partnership		X				
Pregnancy/Maternity		X				

Race		X					
Religion/Belief		X					
Sex		X					
Sexual orientation		X					

4. Does the budget proposal impact on:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/ How might it impact?
People's opportunities to use the Welsh language		X				
Treating the Welsh language no less favourably than English		X				

5. Does the budget proposal embrace the sustainable development principle (5 ways of working):



	Yes	No	Details
Long term - how the budget proposal supports the long term well-being of people	X		The role and responsibility and workload of the previous postholder has been encompassed within that of the new post and other existing full time member of staff.
Integration - how the budget proposal impacts upon our wellbeing objectives	X		There will be no change as the role and responsibility and workload of the previous postholder has been encompassed within that of the new post and other existing full time member of staff.
Involvement - how people have been involved in developing the budget proposal	X		There will be no change as the role and responsibility and workload of the previous postholder has been encompassed within that of the new post and other existing full time member of staff.

Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	x		There will be no change as the role and responsibility and workload of the previous postholder has been encompassed within that of the new post and other existing full time member of staff.
Prevention - how the budget proposal will prevent problems occurring or getting worse	x		There will be no change as the role and responsibility and workload of the previous postholder has been encompassed within that of the new post and other existing full time member of staff.

6. Declaration - based on above assessment (tick as appropriate)

A full impact assessment (second stage) is not required	x
Reasons for this conclusion	

A full impact assessment (second stage) is required	
Reasons for this conclusion	

Name	Position	Signature	Date
Completed by David Phillips	Strategic Property and Valuation Manager		23/11/18
Signed off by Simon Brennan	Head of Property and Regeneration		23rd November 2018

