

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Revision of the Cemetery Rules & Regulations
Service Area: Neighbourhood Services
Directorate: Environment & Regeneration

2. Does the initiative affect:

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

3. Does the initiative 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		No				The Rules & Regulations changes have no impact on age or any other orientation as listed below.
Disability		No				
Gender Reassignment		No				
Marriage/Civil Partnership		No				
Pregnancy/Maternity		No				
Race		No				
Religion/Belief		No				
Sex		No				

Sexual orientation		No				
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4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		No				The Rules & Regulations will also be translated into Welsh once passed by board
Treating the Welsh language no less favourably than English		No				The Rules & Regulations will also be translated into Welsh once passed by board

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		No				The changes made in the Rules & regulations have no impact on biodiversity within our Cemteries.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		No				There are no such changes in the Rules & Regulations which have an impact on the said.

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	Yes		The changes in the Rules & regulations prevents the staff from working over their expected work hours for late interments. The changes also allow service users the chance to purchase wider memorials which enhances the options available for a grave space within our cemeteries.
Integration - how the initiative impacts upon our wellbeing objectives	Yes		The changes in the Rules & regulations prevents the staff from working over their expected work hours for late interments. It also gives the staff sufficient opportunities to use wash facilities at the end of their working day.
Involvement - how people have been involved in developing the initiative	Yes		Funeral Directors, stone masons and cemeteries staff have all been consulted on the changes and feedback has been taking on board and has been considered and incorporated in the changes for the Rules & Regulations
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	Yes		Funeral Directors and Stone masons have been consulted on the new burial times and the increase size of memorials. A review period is in place for the burial times after a 6 month period.
Prevention - how the initiative will prevent problems occurring or getting worse	Yes		The new burial times eliminate the need for the cemetery staff to work over their normal working hours. Over the years, this has been an expectance on staff and has also been at a cost to the Authority with overtime payments.

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

A full impact assessment (second stage) is not required	
Reasons for this conclusion	
Due to the minimal impact as highlighted above, there is no requirement for a second stage impact assessment. The revision of the Rules & Regulations looks at changes that have a positive impact on both staff and service users.	

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

	Name	Position	Signature	Date
Completed by	James Davies	Neighbourhood Services Manager	JD	5 th September 2022
Signed off by	Mike Roberts	Head of Streetcare	MR	5 th September 2022