

Impact Assessment - First Stage

1. Details of the initiative

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| Initiative description and summary: Proposal to close 5 Operational staff Accommodation Buildings under Phase One of the Accommodation Review |
| Service Area: Property & Regeneration |
| Directorate: Environment & Regeneration |

2. Does the initiative affect:

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

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 | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |

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| Disability | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Gender Reassignment | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Marriage/Civil Partnership | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Pregnancy/Maternity | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Race | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Religion/Belief | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's |

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| | | | | | | employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Sex | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |
| Sexual orientation | | X | | | | All staff members are being consulted on as part of the proposed changes and if any staff indicate any particular concerns it will be considered in line with the Council's employment policies. There is no indication to date of this protected characteristic being impacted but this will continue to be monitored. |

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 | | X | | | | No impact, as the proposal only involves relocating staff to alternative accommodation |
| Treating the Welsh language no less favourably than English | | X | | | | No impact, as the proposal only involves relocating staff to alternative accommodation |

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 | | X | | | | No impact, the proposal only involves relocating staff to alternative accommodation |
| To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc. | | X | | | | No impact, the proposal only involves relocating staff to alternative accommodation. |

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 | | | The proposal involves the closure of 5 accommodation buildings and the relocation of circa 190 staff into existing alternative accommodation as part of the Councils ongoing accommodation review which will result in significant costs savings to assist with the Councils budget deficit |
| Integration - how the initiative impacts upon our wellbeing objectives | | | The proposal involves the closure of 5 accommodation buildings and the relocation of circa 190 staff into existing alternative accommodation as part of the Councils ongoing accommodation review which will result in significant costs savings to assist with the Councils budget deficit |

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|---|----------|--|---|
| <p>Involvement - how people have been involved in developing the initiative</p> | | | <p>A comprehensive review of Councils staff based office accommodation under phase 1 of the ongoing Accommodation Review is continuing. Consultation has been had with trade union colleagues and directorates throughout the Council and discussion has been ongoing with any staff directly impacted by the proposals to understand any concerns. To date, no issues have been raised</p> |
| <p>Collaboration - how we have worked with other services/organisations to find shared sustainable solutions</p> | | | <p>A comprehensive review of Councils staff based office accommodation under phase 1 of the ongoing Accommodation Review is continuing. Consultation has been had with trade union colleagues and directorates throughout the Council and discussion has been ongoing with any staff directly impacted by the proposals to understand any concerns. To date, no issues have been raised</p> |
| <p>Prevention - how the initiative will prevent problems occurring or getting worse</p> | <p>x</p> | | <p>The proposal involves the closure of 5 accommodation buildings and the relocation of circa 190 staff into existing alternative accommodation as part of the Councils ongoing accommodation review which will result in significant costs savings to assist with the Councils budget deficit</p> |

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

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| <p>A full impact assessment (second stage) is not required</p> | |
| <p>Reasons for this conclusion</p> | |
| <p>The proposal will not have any adverse impact on people with protected characteristics, use of the Welsh language or biodiversity. The overall proposal has a positive impact on wellbeing objectives. The proposal involves the closure of 5 accommodation buildings and the relocation of circa 190 staff into existing alternative accommodation as part of the Councils ongoing accommodation review which will result in significant costs savings to assist with the Councils budget deficit</p> | |

| | Name | Position | Signature | Date |
|---------------|-----------------|------------------------------|------------------|-------------|
| Completed by | Richard Jenkins | Corporate Facilities Manager | | |
| Signed off by | Simon Brennan | Head of Service | | |