

The 'Better Decision Making' tool should be completed when proposing new projects, services, policies or strategies.

This integrated impact assessment tool was designed to help you to consider the impact of your proposal on social, economic and environmental sustainability, and equalities and human rights. The tool draws upon the priorities set out in our Council Plan and will help us to provide inclusive and discrimination-free services. The purpose of this new tool is to ensure that the impacts of every proposal are carefully considered and balanced and that decisions are based on evidence.

**Part 1** of this form should be completed as soon as you have identified a potential area for change and when you are just beginning to develop a proposal. If you are following the All About Projects Framework it should be completed before going through Gateway 3.

**Part 2** of this form should be filled in once you have completed your proposal and prior to being submitted for consideration by the Executive. If you are following the All About Projects Framework it should be completed before going through Gateway 4. Your answer to questions 1.4 in the improvements section must be reported in any papers going to the Executive and the full 'Better Decision Making' tool should be attached as an annex.

Guidance on completing this assessment is available by hovering over the text boxes.

**Please complete all fields** (and expand if necessary).

### Introduction

**Service submitting the proposal:**

Adult Social Care

**Name of person completing the**

Katie Brown

**Job title:**

Commissioning Manager

**Directorate:**

Health, Housing and Adult Social Care

**Date Completed:**

**Date Approved:** form to be checked by service manager

## Part 1

### Section 1: What is the proposal?

#### Name of the service, project, programme, policy or strategy being assessed?

Development of a base for adults with a learning disability, know to ASC, at the Burnholme Health and Wellbeing Campus

#### What are the main aims of the proposal?

The project is to procure a support provider to deliver a base at Burnholme Health and Wellbeing Campus for Adults with a learning disability, who are eligible for care and support and will use the base at Burnholme (aligned with the principles of independence, choice and control as set out in the Care Act 2014).

#### What are the key outcomes?

The outcomes for adults with a learning disability who attend the base will be focussed towards independence and will work from a strength based / asset rich approach. The outcomes will include a focus on employment, education, healthy living, gaining skills and confidence building.

### Section 2: Evidence

#### What data / evidence is available to understand the likely impacts of the proposal? (e.g. hate crime figures, obesity levels, recycling statistics)

We know that adults with a learning disability are living longer with more complex conditions. We also know that there will continue to be an increase in the complex nature of young people with learning disabilities entering transition that will require adult services; coupled with our current policy to provide, where possible, services locally for those individuals transitioning from children to adult services. Therefore, some individuals will need adult Social Care input sooner as the number of those who access residential college decreases. The Needs Assessment for Adults with a Learning Disability further evidences this.

[https://www.york.gov.uk/downloads/file/12171/learning\\_disabilities\\_needs\\_assessment](https://www.york.gov.uk/downloads/file/12171/learning_disabilities_needs_assessment)

**What public / stakeholder consultation has been used to support this proposal?**

Extensive consultation was undertaken with adults with a learning disability and their families, initially with regards to creating a new base at Burton Stone Community Centre in September 2014. Both adults with a learning disability and/or autism, who attend BSCC, and their families supported and contributed to the development of the new specification for the service to be provided through attending the events or by post/email. Following on from the unsuccessful tender at Burton Stone Community Centre both adults with a learning disability and their families were kept updated as to the situation and once the feasibility of being part of the Burnholme Health and Wellbeing Campus vision was agreed further consultation with an updated timeline was undertaken in April 2016. These events have fed back into the model of delivery as well as updating customers and their families regarding the new service being part of a longer term project in line with the Burnholme project. Throughout the consultation, the new service proposals has been seen a positive change. A consultation event with providers was undertaken in June 2017 to discuss the vision from a provider's perspective.

**Are there any other initiatives that may produce a combined impact with this proposal? (e.g. will the same individuals / communities of identity also be impacted by a different project or policy?)**

The proposal is in line with emerging initiatives within Adult Social Care (driven by the Care Act 2014) to create a culture of personal commissioning - placing emphasis on prevention, early intervention and the maximisation of self care. The proposal forms one element within the introduction of a new Operating Model for Adult Social Care which maximises self support / management for all and concentrates on embracing risk and supporting individuals to manage risk.

### Part 1

### Section 3: Impact on One Planet principles

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or residents.

For 'Impact', please select from the options in the drop-down menu.  
If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'.

### Equity and Local Economy

Does your proposal?		Impact	What are the impacts and how do you know?
3.1	<b>Impact positively on the business community in York?</b>	Positive	The base will be outward looking and some individuals attending will be looking for local employment opportunities as their placement at the base will be time limited with defined goals within a support plan to build confidence and gain or regain skills.
3.2	<b>Provide additional employment or training opportunities in the city?</b>	Positive	Adults with a learning disability will be supported by support staff whilst at the base which will provide additional employment. In addition, some of the adults with a learning disability will move onto employment opportunities from the base. If appropriate for the individual with a learning disability, there will be opportunities to receive training and/or skills development and to progress towards employment.
3.3	<b>Help individuals from disadvantaged backgrounds or underrepresented groups to improve their skills?</b>	Positive	The skills and confidence gained, while at the base, will help adults with a learning disability to engage with activities in their local community. The base would work alongside other supports to assist adults with a learning disability in gaining more independence

Health & Happiness			
	Does your proposal?	Impact	What are the impacts and how do you know?
3.4	<b>Improve the physical health or emotional wellbeing of staff or residents?</b>	Positive	Whilst at the base, adults with a learning disability, will have the opportunity to participate in various physical activities, including in some cases, time out of wheelchairs and the opportunity to use walking frames. The base will also contribute towards social activities and assist in preventing social isolation.
3.5	<b>Help reduce health inequalities?</b>	Positive	Whilst at the base, adults with a learning disability, will learn independence skills which will help them to live more independently and to make healthy choices, therefore helping to reduce health inequalities
3.6	<b>Encourage residents to be more responsible for their own health?</b>	Positive	Whilst at the base, adults with a learning disability, will learn independence skills which will help them to live more independently and to make healthy choices.
3.7	<b>Reduce crime or fear of crime?</b>	Neutral	The project will not impact positively or negatively on the reduction of crime, or the fear of crime
3.8	<b>Help to give children and young people a good start in life?</b>	Positive	The base will work closely with young people with learning disabilities in transitions to enable a progression of the skills learnt at school and / or other environments.

Culture & Community			
Does your proposal?		Impact	What are the impacts and how do you know?
3.9	<b>Help improve community cohesion?</b>	Positive	The base will contribute positively to community cohesion by encouraging customers with learning disabilities to integrate within their wider communities and neighbourhoods, thus avoiding the potential stigma and isolation sometimes associated with traditional services. As the base is going to be outward looking it may also open up opportunities for additional community cohesion projects spinning out of the base.
3.10	<b>Improve access to services for residents, especially those most in need?</b>	Positive	The base forms part of a broader movement to encourage customers with learning disabilities to use support services more effectively, focusing on the lives they want to live and exploring better alternatives to traditional services. This personalised approach to accessing services has been developing over a period of years and will continue to develop as the needs and aspirations of individuals changes.
3.11	<b>Improve the cultural offerings of York?</b>	Neutral	The project will not impact positively or negatively on the cultural offerings or heritage of York.
3.12	<b>Encourage residents to be more socially responsible?</b>	Positive	Equipping adult customers with the skills and confidence to live their lives as independently as possible will enable them to become more actively involved in social and leisure opportunities within their local communities, and to more actively participate in the life of their communities.

### Zero Carbon and Sustainable Water

	Does your proposal?	Impact	What are the impacts and how do you know?
3.13	<b>Minimise the amount of energy we use, or reduce the amount of energy we will use/pay for in the future?</b>	Neutral	The project will not impact positively or negatively on the amount of energy we use or reduce the amount of energy we will use/pay for in the future.
3.14	<b>Minimise the amount of water we use or reduce the amount of water we will use/pay for in the future?</b>	Neutral	The project will not impact positively or negatively on water usage.
3.15	<b>Provide opportunities to generate energy from renewable/low carbon technologies?</b>	Neutral	The project will not impact positively or negatively on energy generation from renewable / low carbon technologies.

### Zero Waste

	Does your proposal?	Impact	What are the impacts and how do you know?
3.16	<b>Reduce waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?</b>	Positive	We will encourage the future provider to minimise waste/maximise recycling on site through the procurement process

### Sustainable Transport

Does your proposal?		Impact	What are the impacts and how do you know?
3.17	<b>Encourage the use of sustainable transport, such as walking, cycling, ultra low emission vehicles and public transport?</b>	Neutral	The project will endeavour to encourage adults with a learning disability accessing the base to use public transport to attend, where possible.
3.18	<b>Help improve the quality of the air we breathe?</b>	Neutral	The project will not impact positively or negatively on the quality of air we breathe.

### Sustainable Materials

Does your proposal?		Impact	What are the impacts and how do you know?
3.19	<b>Minimise the environmental impact of the goods and services used?</b>	Positive	The provider who supports those who will access the base will endeavour to minimise the environmental impact of the goods and services they use as part of providing activities at the base and this will be encouraged through the procurement process.

### Local and Sustainable Food

Does your proposal?		Impact	What are the impacts and how do you know?
3.20	<b>Maximise opportunities to support local and sustainable food initiatives?</b>	Positive	The provider who supports the adults with a learning disability who will access the base will endeavour to support local and sustainable food initiatives and this will be encouraged through the procurement process.

### Land Use and Wildlife

Does your proposal?		Impact	What are the impacts and how do you know?
3.21	<b>Maximise opportunities to conserve or enhance the natural environment?</b>	Neutral	The project will not impact positively or negatively on conservation or the natural environment.



3.22	<b>Improve the quality of the built environment?</b>	Neutral	The project will not impact positively or negatively on the quality of the built environment.
3.23	<b>Preserve the character and setting of the historic city of York?</b>	Neutral	The project will not impact positively or negatively on the quality on the character and setting of the city.
3.24	<b>Enable residents to enjoy public spaces?</b>	Neutral	The project will not impact positively or negatively on public spaces.

3.25	<b>Additional space to comment on the impacts</b>		

## Part 1

## Section 4: Impact on Equalities and Human Rights

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or residents.

This section relates to the impact of your proposal on **advancing equalities and human rights** and should build on the impacts you identified in the previous section.

For 'Impact', please select from the options in the drop-down menu.

If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'

## Equalities

Will the proposal **adversely impact** upon 'communities of identity'?

Will it **help advance equality** or **foster good relations** between people in '**communities of identity**'?

		Impact	What are the impacts and	Relevant quality of life
4.1	Age	Positive	<p>For customers of CYC who have a learning disability and who may access the base as part of their programme of day support, the base offers a welcome opportunity to exercise choice, independence and control over their lives. There will be a variety of ages from 18+ who access the base and their outcomes will be individualised for them.</p>	<p>Relevant quality of life indicators for the base include (but not exclusive to); the capability to access services, the capability to have the skills to participate in society, including education, to be creative, to acquire skills and having access to training, the capability to engage in productive and valued activities, the capability to enjoy a social life.</p>

4.2	<b>Disability</b>	Positive	The primary focus of the base is for adults with a learning disability who may access the base as part of their programme of day support, the base offers a welcome opportunity to exercise choice, independence and control over their lives.	Relevant quality of life indicators for the base include (but not exclusive to); the capability to access services, the capability to have the skills to participate in society, including education, to be creative, to acquire skills and having access to training, the capability to engage in productive and valued activities, the capability to enjoy a social life.
4.3	<b>Gender</b>	Neutral	The project will not impact positively or negatively on gender.	N/A
4.4	<b>Gender Reassignment</b>	Neutral	The project will not impact positively or negatively on gender reassignment.	N/A
4.5	<b>Marriage and civil partnership</b>	Neutral	The project will not impact positively or negatively on marriage or civil partnership.	N/A
4.6	<b>Pregnancy and maternity</b>	Neutral	The project will not impact positively or negatively on pregnancy or maternity.	N/A
4.7	<b>Race</b>	Neutral	The project will not impact positively or negatively on race.	N/A
4.8	<b>Religion or belief</b>	Neutral	The project will not impact positively or negatively on religion or belief.	N/A

4.9	<b>Sexual orientation</b>	Neutral	The project will not impact positively or negatively on sexual orientation.	N/A
4.10	<b>Carer</b>	Positive	The base will have a positive impact on carers who will know their cared for adult with a learning disability is engaging in meaningful, personalised activities and who will be able to have time to engage in their own pursuits during this time, if appropriate	N/A
4.11	<b>Lowest income groups</b>	Neutral	The project will not impact positively or negatively on lowest income groups.	N/A
4.12	<b>Veterans, Armed forces community</b>	Neutral	The project will not impact positively or negatively on veterans, armed forces community.	N/A

<b>Human Rights</b>
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Consider how a human rights approach is evident in the proposal
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		Impact	What are the impacts and how do you know?
4.13	<b>Right to education</b>	Neutral	The project will not impact positively or negatively on the right to education
4.14	<b>Right not to be subjected to torture, degrading treatment or punishment</b>	Neutral	The project will not impact positively or negatively on the right not to be subjected to torture, degrading treatment or punishment.
4.15	<b>Right to a fair and public hearing</b>	Neutral	The project will not impact positively or negatively on the right to a fair and public hearing.
4.16	<b>Right to respect for private and family life, home and correspondence</b>	Neutral	The project will not impact positively or negatively on the right to respect for private and family life, home and correspondence.
4.17	<b>Freedom of expression</b>	Neutral	The project will not impact positively or negatively on freedom of expression.
4.18	<b>Right not to be subject to discrimination</b>	Neutral	The project will not impact positively or negatively on discrimination.
4.19	<b>Other Rights</b>	Neutral	The project will not impact positively or negatively on other rights.

4.20	<b>Additional space to comment on the impacts</b>
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### Part 1

### Section 5: Developing Understanding

Based on the information you have just identified, please consider how the impacts of your proposal could be improved upon, in order to balance social, environmental, economic, and equalities concerns, and minimise any negative implications.

It is not expected that you will have all of the answers at this point, but the responses you give here should form the basis of further investigation and encourage you to make changes to your proposal. Such changes are to be reported in the final section.

**Taking into consideration your responses about all of the impacts of the project in its current form, what would you consider the overall impact to be on creating a fair, healthy, sustainable and resilient city?**

5.1 The proposal improves the offer for adults with learning disabilities, who are known to social care, within the City. It begins to move from more traditional approaches to the commissioning of adult social care day services. It is a new option option which aims to allow truly imaginative, flexible and innovative approaches to the provision of meaningful day activities. However, as a result of conducting the Integrated Impact Assessment it is clear that the customers who will be effected are vulnerable for whom changes to the way services are designed can present a particular challenge. Although all the consultation has been extremely positive, without an action plan to ensure a successful transition of services for some the overall impact of the initiative could be mixed.

**What could be changed to improve the impact of the proposal on the One Planet principles? (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)**

5.2 The move to a more outward looking, community focussed service, needs to be carefully managed and constant communication and updates must be undertaken as part of the action planning moving forward. Through the procurement process, we aim to select a provider with an appreciation of minimising the environmental impact of services (waste reduction, use of locally sourced and sustainable materials and food where possible).

5.3	<b>What could be changed to improve the impact of the proposal on <u>equalities and human rights</u>?</b> (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)
	<p>Through further consultation with customers and their family/carers we will endeavour to ensure that the positive impact is maximised for all, including those with different backgrounds, disabilities, ages, ethnic origins, financial circumstances etc. We will ensure the new provider is committed to ongoing customers / family engagement sessions to ensure that the most everyone is fully aware of the personalised model, the practicalities of how the base will operate and the implications and opportunities associated with it. Through the procurement process we will endeavour to choose a provider who is committed to fair pay practices/equalities/ethical credentials.</p>

### Section 6: Planning for Improvement

6.1	<b>What further evidence or consultation is needed to fully understand its impact?</b> (e.g. consultation with specific communities of identity, additional data)
	<p>Ongoing monitoring and customer feedback will take place as the personalised approach is implemented post the tender process.</p>

6.2	<b>What are the outstanding actions needed to maximise benefits or minimise negative impacts in relation to this proposal?</b> Please include the action, the person(s) responsible and the date it will be completed (expand / insert more rows if needed)
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Action
Tender of the service to procure a provider
New provider to work alongside ASC to ensure success of the base

Person(s)	Due date
Commissioning Manager	September - December 2017
New provider / ASC	January 2018 +

6.3	<b>Additional space to comment on the impacts</b>

<b>Part 2</b>
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<b>Section 1: Improvements</b>
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Part 2 builds on the impacts you identified in Part 1. Please detail how you have used this information to make improvements to your final proposal.

**Please note that your response to question 1.4 in this section must be reported in the One Planet Council implications section of reports going to the Executive.**

1.1	<p><b>For the areas in the 'One Planet' and 'Equalities' sections, where you were unsure of the potential impact, what have you done to clarify your understanding?</b></p>
	<p>Customers will be encouraged to embrace the positive aspects of personalisation - there will be ongoing support and assistance to make the proposed approach a genuinely positive one for all customers, carers and families once the tender process has been undertaken and a new provider has been identified.</p>
1.2	<p><b>What changes have you made to your proposal to increase positive impacts?</b></p>
	<p> </p>
1.3	<p><b>What changes have you made to your proposal to reduce negative impacts?</b></p>
	<p> </p>
1.4	<p><b>Taking into consideration everything you know about the proposal <u>in its revised form</u>, what would you consider the overall impact to be on creating a fair, healthy, sustainable and resilient city?</b></p>
	<p>Your response to this question must be input under the One Planet Council implications section of the Executive report. Please feel free to supplement this with any additional information gathered in the tool.</p>
	<p>It is envisaged that the creation of a new base at Burnholme will impact positively on the creation of a fair, healthy, sustainable and resilient city that was originally envisaged.</p>
1.5	<p><b>Any further comments?</b></p>
	<p> </p>