



'Better Decision Making' Tool

Informing our approach to sustainability,
resilience and fairness

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.

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?
1.1	RE-COMMISSIONING A SHORT BREAKS SERVICE FOR ADULTS WITH A LEARNING DISABILITY BASED AT FLAXMAN AVENUE, YORK

	What are the main aims of the proposal?
1.2	The project is to recommission a support provider to deliver the short breaks service based at Flaxman Avenue for adults with a learning disability who are known to adult social care as the current contract ends in February 2018.

	What are the key outcomes?
1.3	The key outcomes will be for adults with a learning disability to have a break in a building based service which will deliver their personalised outcomes and for their families/carers to have a break from their caring role.

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)
2.1	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. We need to have the appropriate services readily available within the City of fulfil these objectives.

2.2	What public / stakeholder consultation has been used to support this proposal?
	<p>Consultation took place during June and July 2017 by an email and telephone survey in relation to the current service provided with carers/families of individuals who use the service now and who may use the service in the future. Professionals were also asked to feedback their experiences and views of the current service. There was a 30% response rate from carers/families of adults with a learning disability who use the service.</p> <p>The responses were positive in relation to the service and any suggestions will be incorporated into the revised specification.</p>
2.3	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
	<p>The proposal is in line with services customers and carers wish to experience as part of the short breaks provision in York.</p>



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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.
This section relates to the impact of your proposal on the One Planet principles.

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	Impact positively on the business community in York?	Neutral	The project will not impact positively or negatively on the business community in York.
3.2	Provide additional employment or training opportunities in the city?	Neutral	The project will not impact positively or negatively on providing additional employment or training opportunities in the City.
3.3	Help individuals from disadvantaged backgrounds or underrepresented groups to improve their skills?	Neutral	The project will not impact positively to help individuals from disadvantaged background or underrepresented groups to improve their skills.

Health & Happiness

	Does your proposal?	Impact	What are the impacts and how do you know?
3.4	Improve the physical health or emotional wellbeing of staff or residents?	Positive	Whilst staying for a short break at Flaxman Avenue, adults with a learning disability will have the opportunity to participate in various activities which will contribute to their overall wellbeing. In addition the short break will also enable the carer/ family to have some time away from their caring role giving allowing them to improve their physical and emotional wellbeing.
3.5	Help reduce health inequalities?	Neutral	The project will not impact positively or negatively on the reduction of health inequalities.
3.6	Encourage residents to be more responsible for their own health?	Neutral	The project will not impact positively or negatively on encouraging residents to be more responsible for their own health.
3.7	Reduce crime or fear of crime?	Neutral	The project will not impact positively or negatively on the reduction of crime, or the fear of crime
3.8	Help to give children and young people a good start in life?	Neutral	The project will not impact positively or negatively on helping to give young children or young people a good start in life.

Culture & Community

	Does your proposal?	Impact	What are the impacts and how do you know?
3.9	Help improve community cohesion?	Neutral	The project will not impact positively or negatively on helping to improve community cohesion.
3.10	Improve access to services for residents, especially those most in need?	Neutral	The project will not impact positively or negatively on improving access to services for residents, especially those most in need.

3.11	Improve the cultural offerings of York?	Neutral	The project will not impact positively or negatively on the cultural offerings or heritage of York.
3.12	Encourage residents to be more socially responsible?	Neutral	The project will not impact positively or negatively on encouraging residents to be more socially responsible.

Zero Carbon and Sustainable Water

	Does your proposal?	Impact	What are the impacts and how do you know?
3.13	Minimise the amount of energy we use, or reduce the amount of energy we will use/pay for in the future?	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	Minimise the amount of water we use or reduce the amount of water we will use/pay for in the future?	Neutral	The project will not impact positively or negatively on water usage.
3.15	Provide opportunities to generate energy from renewable/low carbon technologies?	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	Reduce waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?	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	Encourage the use of sustainable transport, such as walking, cycling, ultra low emission vehicles and public transport?	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	Help improve the quality of the air we breathe?	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	Minimise the environmental impact of the goods and services used?	Positive	The provider who supports those who will access the short breaks service will endeavour to minimise the environmental impact of the goods and services they use as part of providing short breaks service 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	Maximise opportunities to support local and sustainable food initiatives?	Positive	The provider who supports the adults with a learning disability who will access the short breaks service 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	Maximise opportunities to conserve or enhance the natural environment?	Neutral	The project will not impact positively or negatively on conservation or the natural environment.
3.22	Improve the quality of the built environment?	Neutral	The project will not impact positively or negatively on the quality of the built environment.
3.23	Preserve the character and setting of the historic city of York?	Neutral	The project will not impact positively or negatively on the quality on the character and setting of the city.
3.24	Enable residents to enjoy public spaces?	Neutral	The project will not impact positively or negatively on public spaces.

3.25	Additional space to comment on the impacts

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 how do you know?	Relevant quality of life indicators
4.1	Age	Positive	For customers of CYC who have a learning disability and who will use the short breaks service at Flaxman Avenue, the service 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 short breaks service and their outcomes will be individualised for them.	Relevant quality of life indicators for the base include (but not exclusive to); the capability to access services, the capability to engage in productive and valued activities, the capability to enjoy a social life.

4.2	Disability	Positive	The primary focus of the short breaks service based at Flaxman Avenue is for adults with a learning disability to have a break and allow their family/carers to have a short break from their caring role.	Relevant quality of life indicators for the base include (but not exclusive to); the capability to access services, the capability to engage in productive and valued activities, the capability to enjoy a social life.
4.3	Gender	Neutral	The project will not impact positively or negatively on gender.	N/A
4.4	Gender Reassignment	Neutral	The project will not impact positively or negatively on gender reassignment.	N/A
4.5	Marriage and civil partnership	Neutral	The project will not impact positively or negatively on marriage or civil partnership.	N/A
4.6	Pregnancy and maternity	Neutral	The project will not impact positively or negatively on pregnancy or maternity.	N/A
4.7	Race	Neutral	The project will not impact positively or negatively on race.	N/A
4.8	Religion or belief	Neutral	The project will not impact positively or negatively on religion or belief.	N/A

4.9	Sexual orientation	Neutral	The project will not impact positively or negatively on sexual orientation.	N/A
4.10	Carer	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	Lowest income groups	Neutral	The project will not impact positively or negatively on lowest income groups.	N/A
4.12	Veterans, Armed forces community	Neutral	The project will not impact positively or negatively on veterans, armed forces community.	N/A

Human Rights

Consider how a human rights approach is evident in the proposal

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

4.20

Additional space to comment on the impacts

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 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 affected 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.

5.2

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)

We will endeavour to ensure our procurement process captures those elements which have been identified.

	<p>What could be changed to improve the impact of the proposal on <u>equalities and human rights</u>? (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)</p>
5.3	<p>Through further consultation with customers and their family/carers we will endeavour to ensure that the positive impact of short breaks 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	<p>What further evidence or consultation is needed to fully understand its impact? (e.g. consultation with specific communities of identity, additional data)</p>
	<p>Ongoing monitoring and customer feedback will take place as the personalised approach is implemented post the tender process.</p>

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

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

6.3	<p style="text-align: center;">Additional space to comment on the impacts</p>
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Part 2

Section 1: Improvements

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>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?</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>What changes have you made to your proposal to increase positive impacts?</p>
1.3	<p>What changes have you made to your proposal to reduce negative impacts?</p>
1.4	<p>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?</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>Any further comments?</p>