

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 to help you complete the assessment can be obtained by hovering over the relevant text or by following this link to the 'Better Decision Making' tool on Colin.

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:	Public Protection (lead)
Name of person completing the assessment:	Matt Boxall
Job title:	Head of Public Protection
Directorate:	Directorate of Economy & Place
Date Completed:	12/07/2017
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	Revised enforcement policies for • Public Protection (Environmental Health, Trading Standards and Licensing) • Housing Services • Community Safety • National Trading Standards Regional Investigation and National Trading Standards eCrime
What are the main aims of the proposal?	
1.2	To revise/update the enforcement policies to address current issues and other administrative changes.
What are the key outcomes?	
1.3	To approve the new enforcement policy more relevant to emerging issues and various administrative amendments such as names and addresses of teams.

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	The council is required to have an enforcement policy for Regulatory Services (see Regulators Code). Complaint figures, Council priorities, National regulators priorities e.g Food Standards Agency, DEFRA and consultations with businesses and residents have helped shape the areas in which formal enforcement action will be taken.

	What public / stakeholder consultation has been used to support this proposal?
2.2	Talkabout residents survey, business surveys, comments of key business associations. Various service managers.

	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?)
2.3	No

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?	Positive	Business support formal enforcement action against unfair competition and support economic growth. Source: Business Survey.
3.2	Provide additional employment or training opportunities in the city?	Neutral	
3.3	Help individuals from disadvantaged backgrounds or underrepresented groups to improve their skills?	Neutral	The enforcement policy encourages formal enforcement action in many instances affecting vulnerable residents. See also 3.4

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	The enforcement policy encourages formal enforcement action in many instances affecting wellbeing of residents such as creating clean, safe and pleasant neighbourhoods. There is particular emphasis on illegal activity targeting vulnerable residents.
3.5	Help reduce health inequalities?	Positive	As above e.g action tackling underage sales of alcohol/tobacco and tackling cheap/illegal tobacco.
3.6	Encourage residents to be more responsible for their own health?	Neutral	
3.7	Reduce crime or fear of crime?	Positive	The policy is intended to help reduce crime by setting out the instances in which action will be taken..
3.8	Help to give children and young people a good start in life?	Positive	As above e.g action tackling underage sales of alcohol/tobacco and tackling cheap/illegal tobacco.

Culture & Community

Does your proposal?		Impact	What are the impacts and how do you know?
3.9	Help improve community cohesion?	Positive	The policies enables formal enforcement action to be taken where crimes are impacting upon local communities.
3.10	Improve access to services for residents, especially those most in need?	Neutral	
3.11	Improve the cultural offerings of York?	Neutral	
3.12	Encourage residents to be more socially responsible?	Neutral	

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	
3.14	Minimise the amount of water we use or reduce the amount of water we will use/pay for in the future?	Neutral	
3.15	Provide opportunities to generate energy from renewable/low carbon technologies?	Neutral	

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	Policy includes formal enforcement action being taken in respect of damage to the environment.

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	
3.18 Help improve the quality of the air we breathe?	Positive	Policy includes formal enforcement action being taken in respect of damage to the environment.

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?	Neutral	

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	Policy is designed to ensure a safe and healthy food chain.

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?	Positive	Policy includes formal enforcement action being taken in respect of damage to the environment.
3.22 Improve the quality of the built environment?	Neutral	
3.23 Preserve the character and setting of the historic city of York?	Positive	Policy includes formal enforcement action being taken in respect of damage to the environment.
3.24 Enable residents to enjoy public spaces?	Positive	Policy includes formal enforcement action being taken in respect of damage to the environment.

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	Policy enables formal enforcement action to be taken against those targeting young and old e.g age restricted sales and trading standards crimes against cold callers	Avoid premature mortality, physical security, be healthy
4.2	Disability	As above	As above
4.3	Gender		
4.4	Gender Reassignment		
4.5	Marriage and civil partnership		
4.6	Pregnancy and maternity		
4.7	Race		
4.8	Religion or belief		
4.9	Sexual orientation		
4.10	Carer		
4.11	Lowest income groups	Policy enables formal enforcement action in cases of scams and other issues tackling those on low incomes.	Treated fairly
4.12	Veterans, Armed forces community		

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	
4.14	Right not to be subjected to torture, degrading treatment or punishment	Policy is about fair treatment of those suspected of offending
4.15	Right to a fair and public hearing	As above
4.16	Right to respect for private and family life, home and correspondence	As above
4.17	Freedom of expression	
4.18	Right not to be subject to discrimination	As above
4.19	Other Rights	

4.20

Additional space to comment on the impacts

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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

Positive impact on all of the above - particulalry vulnerable groups.

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

None

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

5.3

Section 6: Planning for Improvement

What further evidence or consultation is needed to fully understand its impact? (e.g. consultation with specific communities of identity, additional data)

6.1

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)

Action	Person(s)	Due date

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6.3	Additional space to comment on the impacts



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	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?
	N/a

1.2	What changes have you made to your proposal to increase positive impacts?
	N/a

1.3	What changes have you made to your proposal to reduce negative impacts?

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>Positive impact - particularly ensuring a level playing field for businesses to thrive and protecting some of the most vulnerable members of our society.</p>

Any further comments?

1.5