

The 'Better Decision Making' tool has been designed to help officers consider equalities and social, economic and environmental sustainability, when developing a new proposal. The purpose of the 'Better Decision Making' tool is to ensure that the impacts of every proposal are carefully considered and balanced, and that decisions are based on evidence.

The questions contained within this tool draw upon priorities set out in the Council Plan, and will help us to realise its ambitions by maximising the opportunity to embed positive impacts in the new initiatives we put forward. The tool is key to ensuring that we as a council meet our statutory duties set out in the Equalities Act (2010) to provide inclusive and discrimination-free services. Essentially, it is a tool that helps deliver decisions that we can have confidence in.

The 'Better Decision Making' tool should be used for proposals going to the Executive, whether to propose a new project, policy or strategy, or to make changes to services.

Sections 1–7 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. This should be done to identify any potential negative impacts and highlight any areas for improvement. If you are following the All About Projects Framework it should be completed before going through Gateway 2.

Section 8 of this form should be filled in once you have completed your proposal and prior to being submitted for consideration by the Executive. This is to demonstrate how the proposal has been amended in light of information gathered in Sections 1–7. If you are following the All About Projects Framework it should be completed before going through Gateway 5.

Please note that your answer to Question 8.4 in Section 8 must be reported in Executive reports, and the full 'Better Decision Making' tool must be attached as an annex.

Guidance on completing this assessment is available by hovering over the text boxes. The full guidance document can be accessed by following this link to the 'Better Decision Making' tool on Colin.

Please complete all fields (and expand if necessary).

Section 1: Introduction

1.1	Service submitting the proposal:	
1.2	Name of person completing the assessment:	
1.3	Job title:	
1.4	Directorate:	
1.5	Date Completed:	
1.6	Date Approved: form to be checked by service manager	

Section 2: What is the proposal?

2.1	Name of the service, policy or strategy being assessed?	
2.2	What are the main aims of the proposal?	
2.3	What are the intended effects and key outcomes?	

Section 3: Evidence in support of the proposal

	What data is available to understand the likely impacts of the proposal? (e.g. hate crime figures, obesity levels, recycling statistics)	
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3.1	
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	What further evidence (including all engagement and co-design feedback) has been used to support this proposal?
3.2	

	Are there any emerging initiatives which will 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?)
3.3	

Section 4: Impact on One Planet Principles

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or service users.
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?
4.1 Impact positively on the business community in York?		
4.2 Provide additional employment or training opportunities in the city?		
4.3 Help individuals from disadvantaged backgrounds or underrepresented groups to improve their skills?		

Health & Happiness

Does your proposal?	Impact	What are the impacts and how do you know?
4.4 Improve the physical health or emotional wellbeing of staff or residents?		
4.5 Help reduce health inequalities?		
4.6 Encourage residents to be more responsible for their own health?		
4.7 Reduce crime or fear of crime?		

Culture & Community

Does your proposal?	Impact	What are the impacts and how do you know?
4.8 Help improve community cohesion?		
4.9 Improve access to services for residents, especially those most in need?		
4.10 Improve the cultural offerings or heritage of York?		
4.11 Encourage residents to be more socially responsible and participate in their communities?		

Zero Carbon and Sustainable Water

Does your proposal?	Impact	What are the impacts and how do you know?
4.12 Minimise the amount of energy we use, or reduce the amount of energy we will use/pay for in the future?		
4.13 Minimise the amount of water we use or reduce the amount of water we will use/pay for in the future?		
4.14 Provide opportunities to generate energy from renewable/low carbon technologies?		

Zero Waste		
Does your proposal?	Impact	What are the impacts and how do you know?
4.15	Reduce waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?	

Sustainable Transport		
Does your proposal?	Impact	What are the impacts and how do you know?
4.16	Encourage the use of sustainable transport, such as walking, cycling, ultra low emission vehicles and public transport?	
4.17	Help improve air quality?	

Sustainable Materials		
Does your proposal?	Impact	What are the impacts and how do you know?
4.18	Minimise the environmental impact of the goods and services we buy?	

Local and Sustainable Food		
Does your proposal?	Impact	What are the impacts and how do you know?
4.19	Maximise opportunities to support local and sustainable food initiatives?	

Land Use and Wildlife		
Does your proposal?	Impact	What are the impacts and how do you know?
4.20	Maximise opportunities to conserve or enhance the natural environment?	
4.21	Improve the quality of the built environment?	
4.22	Preserve the character and setting of the historic city of York?	
4.23	Enable residents to enjoy public spaces?	

4.24	Additional space to comment on the impacts	

Section 5: Impact on Equalities and Human Rights

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or service users. 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
5.1	Age		
5.2	Disability		
5.3	Gender		
5.4	Gender Reassignment		
5.5	Marriage and civil partnership		
5.6	Pregnancy and maternity		
5.7	Race		
5.8	Religion or belief		
5.9	Sexual orientation		
5.10	Carer		
5.11	Lowest income groups		
5.12	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?
5.13	Right to education	
5.14	Right not to be subjected to torture, degrading treatment or punishment	
5.15	Right to a fair and public hearing	
5.16	Right to respect for private and family life, home and correspondence	
5.17	Freedom of expression	
5.18	Right not to be subject to discrimination	

5.19	Other Rights		
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5.20	Additional space to comment on the impacts		



Section 6: 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, and economic 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.

6.1	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?

6.2	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)

6.3	What could be changed improve the impact of the proposal on equalities and human rights ? (please consider the questions you marked either mixed or negative)

Section 7: Planning for Improvement

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

7.2	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)
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Action	Person(s)	Due date

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7.3

Additional space to comment on the impacts

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Section 8: Improvements

Section 8 builds on the impacts you identified in sections 1-7. Please detail how you have used this information to make improvements to your final proposal.

Please note that your response to question 8.4 must be reported in the One Planet Council implications section of reports going to the Executive.

8.1	For the areas in sections 4 and 5 where you were unsure of the potential impact, what have you done to clarify the situation?	
8.2	What changes have you made to your proposal to increase positive impacts?	
8.3	What changes have you made to your proposal to reduce negative impacts?	
8.4	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? **This information must be input into the One Planet Implications section of the Executive Report**	
8.5	Any further comments?	