

Appendix C

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



This **Impact Assessment (IA)** toolkit incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management supporting effective decision making and ensuring compliance with respective legislation. **Please read the accompanying guidance before completing the form.**

Service Area	Housing	Head of Service	Simon Inkson	Strategic Director	Paul Griffiths	Portfolio Holder	Cllr Rosemarie Harris
Policy / Change Objective / Budget Saving		Adaptation policy for Council tenants					
Outline Summary							
<p>The Council's Housing Service (the Service) is landlord of around 5,400 Council homes and 110 leasehold flats. This policy describes how the Service helps long-term sick, frail and disabled tenants to remain in their homes and carry out essential daily activities.</p> <p>The policy provides tenants with a service that assesses their needs. Depending on the individual's need the Service will carry out adaptation works to the property. Common adaptations are for example grab rails or a level access shower. If it is not possible or not cost effective to carry out an adaptation, the Service will assist the tenant to move to more suitable accommodation, for example on the ground floor to avoid the use of stairs.</p> <p>If the Service decides that adaptations are carried out to Council homes, the Council will pay for them. Council leaseholders will receive the same support as other home-owners and might be entitled to Disabled Facilities Grant to help with funding of the adaptation.</p> <p>The policy enables tenants to exercise their rights as Council tenants. It provides Housing Staff with a reference on which they can base their decisions.</p> <p>The policy is based on the previous policy from 2012 and no significant changes are proposed. It is the intention to shift more emphasis on preventing costly adaptations in accommodation that is inherently unsuitable for their needs.</p>							

1. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
1	Henk Jan Kuipers	Housing Service Improvement Officer	01-04-2016
2	Henk Jan Kuipers	Housing Service Improvement Officer	31-10-2016
3	Henk Jan Kuipers	Housing Service Improvement Officer	15-11-2016
4	Henk Jan Kuipers	Housing Service Improvement Officer	10-01-2017

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

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Council Priority	How does the policy / change objective impact on this priority?	<u>Inherent Judgement</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>Residual Judgement</u> (after mitigation) Please select from drop down box below	Source of Outline Evidence to support judgement
Services delivered for less	The policy supports people that require adapted housing, to stay in their home for longer and reducing care needs, or move to accommodation that suits their needs. This is existing practice. What is expected to change in practice, is more emphasis on preventing costly adaptations in accommodation that is deemed inherently unsuitable for the needs of the tenant. An example is tenants living above ground who are unable to use the stairs.	Good	It will be necessary to adopt a way of working that supports tenants that are advised to move to more suitable accommodation and where it is not effective to carry out adaptations to their current home.	Good	In 2015/2016 the Service completed 172 adaptations to Council homes, achieving a 93% satisfaction rating from tenants. The average number of calendar days to deliver adaptations was 192 days in 2015/2016
Supporting people in the community	People will be supported to remain in their community where possible. This is current practice.	Neutral	No negative impacts foreseen.	Neutral	
Developing the economy	No impact expected.	Choose an item.		Choose an item.	
Learning	No impact expected.	Choose an item.		Choose an item.	

3. How does your policy / change objective / budget saving impact on the Welsh Assembly's well-being goals?

Well-being Goal	How does the policy / change objective contribute this goal?	<u>Inherent Judgement</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>Residual Judgement</u> (after mitigation) Please select from drop down box below	Source of Outline Evidence to support judgement

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<p>A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p>A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	

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<p>A healthier Wales: A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	<p>Supporting people to remain in their homes by providing adaptations will remain to have a positive impact on tenant's health and well-being. No change to previous policy</p>	<p>Good</p>		<p>Choose an item.</p> <p>In 2015 an independent evaluation was carried out regarding adaptations in Council Housing. It states: Survey findings show that the project has had a positive impact on the safety of older people's homes, with 71% of respondents indicating that their home was safe or very safe after they received the adaptations, compared with only 18% before the support was provided. Furthermore, while long-term health benefits cannot be measured at this stage, a significant majority of respondents (88%) stated that the adaptations had improved their quality of life and 47% stated that they were now</p>
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					able to live at home for longer as the adaptations had improved mobility within their homes and increased independence by providing facilities that were tailored to their needs.
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	Supporting people to remain in their communities will have a positive impact. No change to existing previous policy.	Neutral		Choose an item.	

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<p>A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>	<p>The following articles in the Human Rights Act are most relevant to Council Housing Article 6: Right to a fair trial Article 8: Right to respect for private life, family life and the home Article 14: Prohibition of Discrimination</p> <p>The policy confirms existing policy and therefore the judgement is neutral. Everyone affected by a decision can ask for an independent review of that decision. The policy does not have a foreseen impact on people's private lives and individual homes. It is recognised however that tenants that require adaptations may be more vulnerable. It is up to individual staff to approach these tenants appropriately, as is good practice already. Discrimination is assessed as part of "a more equal Wales".</p>	<p>Neutral</p>		<p>Choose an item.</p>	
<p>A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>					
<p><i>Opportunities for persons to use the Welsh language</i></p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p><i>Treating the Welsh language no less favourable than the English language</i></p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p><i>Opportunities to promote the Welsh language</i></p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	

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<i>Welsh Language impact on staff</i>	No impact expected.	Choose an item.		Choose an item.	
<i>People are encouraged to do sport, art and recreation.</i>	No impact expected.	Choose an item.		Choose an item.	
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).					
The policy does confirm existing practice and policy and the Service is committed to ensure that information is communicated in a way that suits the tenant or leaseholder. The public consultation has not indicated the policy discriminate against the protected characteristics.					
<i>Age</i>	This policy supports people that require adaptations. The policy has not changed therefore the impact is neutral.	Neutral		Choose an item.	
<i>Disability</i>	This policy supports people that require adaptations. The policy has not changed therefore the impact is neutral.	Neutral		Choose an item.	
<i>Gender reassignment</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Marriage or civil partnership</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Race</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Religion or belief</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Sex</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Sexual Orientation</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Pregnancy and Maternity</i>	No impact expected.	Choose an item.		Choose an item.	

4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?

Principle	How does the policy / change objective impact on this principle?	<u>Inherent Judgement</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>Residual Judgement</u> <small>(after mitigation)</small> Please select from drop down box below	Source of Outline Evidence to support judgement
Sustainable Development Principle (5 ways of working)					

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Principle	How does the policy / change objective impact on this principle?	<u>Inherent Judgement</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>Residual Judgement</u> (after mitigation) Please select from drop down box below	Source of Outline Evidence to support judgement
Long Term: <i>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</i>	This policy is expected to shift emphasis from adapting the current home to assessing a tenant's need in a few years' time. This is expected to result in fewer adaptations that will need to be removed after a tenant moves. The Service will support tenants to move instead of adapting inherently unsuitable accommodation for their needs..	Good		Choose an item.	
Collaboration: <i>Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives.</i>	The Service already engages with Occupational Therapists. It is expected joint working will increase to ensure the right outcome for the tenant and Service.	Neutral		Choose an item.	
Involvement (including Communication and Engagement): <i>The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.</i>	The policy provides the framework for consultation with individual tenants and leaseholders. A public consultation took place regarding this policy. Relevant external stakeholders have been asked to comment on the draft policy. Tenant representatives have discussed the draft policy.	Good		Choose an item.	
Prevention: <i>How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.</i>	By providing adaptations, people will be less dependent and are less likely to have accidents in their home. This is already practice.	Neutral		Neutral	

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Principle	How does the policy / change objective impact on this principle?	<u>Inherent Judgement</u> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<u>Residual Judgement (after mitigation)</u> Please select from drop down box below	Source of Outline Evidence to support judgement
<p>Integration: <i>Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.</i></p>	<p>There might be a tension between what Occupational Therapists recommend and the amount of available finance to fund adaptations. There is not an unlimited amount of funding. The Social Services and Well-Being Act is expected to lead to different assessments by OTs. This will need to be addressed by a continuing dialogue between services. The policy ensures an OT recommendation will be taken into account before the Service decide to carry out, or not, adaptations.</p>	<p>Good</p>		<p>Good</p>	
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p>Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.</p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p>Corporate Parenting: Enabling our looked after children to fulfil their potential.</p>	<p>No impact expected.</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p>Impact on PCC Workforce</p>	<p>No impact expected</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	

5. Achievability of Policy / Change Objective / Budget Saving?

Impact on Service / Council	Risk to delivery of Policy / Change Objective / Budget	Inherent Risk
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	Saving	
Low	Medium	Low

6. What are the risks to service delivery or the council following implementation of this Policy / Change Objective / Budget Saving?

Description of risks			
The Service will not adapt inherently unsuitable accommodation and instead support a tenant to move to suitable accommodation. There is a risk some tenants don't want to move, meaning they can't live their life to full potential, possibly an increased risk of accidents and possibly additional care needs. Where no suitable alternative accommodation is available the Service will need to provide cost effective interim solutions. Where suitable alternatives are available, these tenants will get priority when allocating.			
The Service will need to develop knowledge and expertise how to best handle this process.			
Insufficient funding for recommended adaptations. It is unclear what the future need of tenants will be. In general people live longer healthy, but also longer with health issues. If insufficient funding is available this might expose tenants to unacceptable living conditions. The policy describes how to prioritise when the available funding is likely to be insufficient to cover all proposed adaptations.			
Insufficient Occupational Therapy Service. The Housing Service is dependent on the OT Service before carrying out more costly adaptations. If there is insufficient capacity this would delay assessments and increase delivery times.			
The Social Services and Well-being Act might lead to different outcomes for tenants. If and how this will impact is unknown at the moment.			
Judgement (to be included in service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			Low (2)
Mitigating Actions			Residual Risk (after mitigation)
Monthly monitoring of available budgets, number of requested adaptations, delivery times and tenant satisfaction			Low
Continuing dialogue with Occupational Therapy Service			Low
Developing a consistent procedure to assist tenants where it advised the best option is to move to more suitable accommodation			Medium
Does the Policy / Change Objective / Budget Saving have potential to impact on another service area?			
Mental and practical support might be needed when vulnerable people are advised to move.			

7. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The proposed policy remains mostly unchanged compared with the policy from 2012 and will not lead to much change. A section has been included to describe support for leaseholders. The Service will advise and support tenants to move to more suitable accommodation, where the current accommodation is inherently unsuitable for their needs.	

8. Is there additional evidence to support the Impact Assessment (IA)?

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What additional evidence and data has informed the development of your proposal?
None

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The policy will be reviewed in 3 years' time or when legislation changes. The Private Sector Housing team monitors and reports to Senior Management on numbers and progress of adaptations monthly.
Please state when this Impact Assessment will be reviewed.
When reviewing the policy.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Dafydd Evans		
Head of Service:	Simon Inkson		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	Cllr Rosemarie Harris		

FORM ENDS