

# 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.**

<b>Service Area</b>	Housing	<b>Head of Service</b>	Simon Inkson	<b>Strategic Director</b>	Paul Griffiths	<b>Portfolio Holder</b>	Cllr Rosemarie Harris
<b>Policy / Change Objective / Budget Saving</b>	Fire Safety in Council Housing Policy						
<b>Outline Summary</b>							
<p>The Council's Housing Service (the Service) is landlord of approximately 5,400 Council homes and 110 leasehold flats. This policy describes how the Council will ensure it complies with fire safety legislation. This includes fire risk assessments of communal areas in blocks of flats and fire safety in the home.</p> <p>The Housing Service has engaged its staff, corporate Health &amp; Safety Officer and the Fire Service to address the lack of clarity about fire safety. A joint working group was formed and one of the issues highlighted was the lack of a fire safety policy. A policy details responsibilities of staff and the Service's approach to ensure compliance with fire safety legislation.</p> <p>The policy has been agreed by the Fire Safety Working Group and a public and staff consultation was carried out.</p> <p>A separate mobility scooter policy has been developed to address the issue of storing and charging mobility scooters in communal areas, which should not happen.</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	05-12-2016
2	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?

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 (after mitigation)</u> Please select from drop down box below	Source of Outline Evidence to support judgement

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

*The integrated approach to support effective decision making*



<b>Council Priority</b>	<b>How does the policy / change objective impact on this priority?</b>	<b><u>Inherent Judgement</u></b> Please select from drop down box below	<b>What will be done to better contribute to positive or mitigate any negative impacts?</b>	<b><u>Residual Judgement</u></b> <small>(after mitigation)</small> Please select from drop down box below	<b>Source of Outline Evidence to support judgement</b>
<b>Services delivered for less</b>	The policy ensures compliancy with fire safety legislation and other requirements. This policy is likely to lead to an increase of resources invested in fire safety. Fire safety measures should lead to a reduced number of preventable house fires, and where they do happen the consequences should be less severe. The Fire Service plays an important role by carrying out fire safety home visits and advising tenants and Housing staff. Investing in fire safety is expected to significantly avoid the risk of liability. A service charge is introduced for the maintenance and servicing of fire alarm systems in communal areas.	Good		Choose an item.	Three serious Council house fires have been reported in 2016.
<b>Supporting people in the community</b>	People that might have difficulties exiting their Council flat in case of a fire, will be provided with a personal emergency evacuation plan. Older and vulnerable people will be referred to the Fire Service for a Fire Safety Home check. If tenants are identified that have issues with accessing their flat, e.g. because they find it difficult to manage stairs, they will be asked if they would like to move to more accessible accommodation. Scooter stores will be provided for blocks of flats where mobility scooters are used and they are currently stored in communal areas.	Good		Choose an item.	Around 20 people have been identified that have difficulty managing stairs and living above ground floor.

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

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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 (after mitigation)</u> Please select from drop down box below	Source of Outline Evidence to support judgement
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 (after mitigation)</u> Please select from drop down box below	Source of Outline Evidence to support judgement
<b>A prosperous Wales:</b> 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.	No impact expected.	Choose an item.		Choose an item.	
<b>A resilient Wales:</b> 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).	No impact expected.	Choose an item.		Choose an item.	

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

*The integrated approach to support effective decision making*



<p><b>A healthier Wales:</b>  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>Keeping people safe from fire in their homes should make people feel safe, knowing what to do in case of a fire and prevent fires and injuries.  This policy supports people, especially those living in Council flats, by identifying those tenants that might have difficulty escaping the flat in case of a fire and discussing an evacuation plan and potential moving to more suitable accessible accommodation.</p>	<p>Good</p>	<p>The Service develops a mobility scooter policy to mitigate where scooters have to be moved from communal areas. Stores will be provided for blocks of flats.</p>	<p>Very Good</p>	
<p><b>A Wales of cohesive communities:</b>  Attractive, viable, safe and well-connected Communities.</p>	<p>No impact expected.</p>	<p>Neutral</p>		<p>Choose an item.</p>	
<p><b>A globally responsible Wales:</b>  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    The policy is not expected to breach any of the articles.    Discrimination is assessed as part of “a more equal Wales”.</p>	<p>Neutral</p>		<p>Choose an item.</p>	
<p><b>A Wales of vibrant culture and thriving Welsh language:</b> 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>	

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

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<i>Treating the Welsh language no less favourable than the English language</i>	No impact expected.	Choose an item.		Choose an item.	
<i>Opportunities to promote the Welsh language</i>	No impact expected.	Choose an item.		Choose an item.	
<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.	
<b>A more equal Wales:</b> A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).					
<b>The public consultation has not indicated the policy discriminate against the protected characteristics.</b>					
<i>Age</i>	This policy supports people, especially those living in Council flats, by identifying those tenants that might have difficulty escaping the flat in case of a fire and discussing an evacuation plan and potential moving to more suitable accessible accommodation. Households living in blocks of flats, that include babies and young children, will also be advised about evacuation in the case of an emergency.	Good		Choose an item.	
<i>Disability</i>	This policy supports disabled people, especially those living in Council flats, by identifying those tenants that might have difficulty escaping the flat in case of a fire and discussing an evacuation plan and potentially moving to more suitable or accessible accommodation.	Good		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.	

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

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<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?

<b>Principle</b>	<b>How does the policy / change objective impact on this principle?</b>	<b><u>Inherent Judgement</u></b> Please select from drop down box below	<b>What will be done to better contribute to positive or mitigate any negative impacts?</b>	<b><u>Residual Judgement (after mitigation)</u></b> Please select from drop down box below	<b>Source of Outline Evidence to support judgement</b>
<b>Sustainable Development Principle (5 ways of working)</b>					
<b>Long Term:</b> <i>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</i>	This policy will lead to highlighting any fire safety issues or people at risk. Addressing identified issues should reduce the number of fires and tenants that have difficulty exiting their current Council flat.	Good		Choose an item.	
<b>Collaboration:</b> <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 engages with the Fire Service, who have been very keen to support the Council to minimise fire risks.	Good		Choose an item.	
<b>Involvement (including Communication and Engagement):</b> <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>	A public consultation took place regarding this policy. Staff and relevant external stakeholders have been asked to comment on the draft policy. The Fire Safety Working Group has discussed the policy and implications on several occasions and support the policy. Tenant representatives have discussed the draft policy.	Good		Choose an item.	
<b>Prevention:</b> <i>How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.</i>	Any fire prevented and any accident or damage prevented is an achievement. Not taking preventative measures might even lead to loss of life and property.	Very Good		Choose an item.	

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

*The integrated approach to support effective decision making*



<b>Principle</b>	<b>How does the policy / change objective impact on this principle?</b>	<b><u>Inherent Judgement</u></b> Please select from drop down box below	<b>What will be done to better contribute to positive or mitigate any negative impacts?</b>	<b><u>Residual Judgement</u></b> <small>(after mitigation)</small> Please select from drop down box below	<b>Source of Outline Evidence to support judgement</b>
<b>Integration:</b> <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>	The main benefit is people will not have accidents or injury that could have been prevented by fire safety measures and will feel safer.	Good		Good	
<b>Preventing Poverty:</b> Prevention, including helping people into work and mitigating the impact of poverty.	No impact expected.	Choose an item.		Choose an item.	
<b>Safeguarding:</b> Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	No impact expected.	Choose an item.		Choose an item.	
<b>Corporate Parenting:</b> Enabling our looked after children to fulfil their potential.	No impact expected.	Choose an item.		Choose an item.	

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

*The integrated approach to support effective decision making*



Principle	How does the policy / change objective impact on this principle?	<b>Inherent Judgement</b> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<b>Residual Judgement (after mitigation)</b> Please select from drop down box below	Source of Outline Evidence to support judgement
<b>Impact on PCC Workforce</b>	<p>The policy includes a detailed list of responsibilities of Housing staff. While this provides clarity, not all staff might be appropriate trained. The policy aims to detail who is responsible for identifying training needs and making sure staff is capable and competent to carry out their tasks as part of fire safety.</p> <p>The Fire Risk Assessments are currently carried out by Housing Environmental Health Officers, who normally work with private sector landlords. This way we increase understanding of the fire safety in the Council's housing stock and use in house skills and expertise.</p>	Very Good		Choose an item.	

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

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

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

Description of risks
There will be some disruption on internal business: Housing staff will need to implement the policy. This means additional training, engaging with tenants, potentially enforcement of tenancies and a continuous process of assessing fire risk as an integral part of allocating accommodation, repairs, maintenance and improvements in blocks of flats.
Implementing the policy will stretch some staff, but this is achievable within existing arrangements.
The risk of not implementing the policy outweighs the risk of implementing. This is the risk of preventable fires occurring, by not having the policy and systems in place.
Judgement (to be included in service risk register)



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Very High Risk	High Risk	Medium Risk	Low Risk
			<b>Low (2)</b>
<b>Mitigating Actions</b>			<b>Residual Risk (after mitigation)</b>
The Fire Safety Working Group will monitor any fire safety issues			Low
			Choose an item.
			Choose an item.
<b>Does the Policy / Change Objective / Budget Saving have potential to impact on another service area?</b>			
It might, where it is advised people should consider moving to more suitable or accessible accommodation. It is likely this will lead to about 20 additional applications to move. Depending on the needs of these tenants there might be additional support necessary from Social Services.			

#### 7. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Approving and implementing the Council Housing Fire Safety policy will provide a clear framework for Housing staff. It sets out the Service's approach to fire safety and details which roles are responsible for what. If the policy is implemented the Service will comply with fire safety legislation and people that are especially at risk are identified and supported. Implementing the policy will mean additional tasks for Housing staff, but this is achievable within existing resources.	

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

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 Fire Safety Working Group will advise if changes are required.
Please state when this Impact Assessment will be reviewed.
When reviewing the policy.

#### 10. Sign Off

Position	Name	Signature	Date

**Appendix C**  
**Cyngor Sir Powys County Council**  
**Impact Assessment (IA)**

*The integrated approach to support effective decision making*



<b>Service Manager:</b>	TBC		
<b>Head of Service:</b>	Simon Inkson		
<b>Strategic Director:</b>	Paul Griffiths		
<b>Portfolio Holder:</b>	Clr Rosemarie Harris		

**FORM ENDS**