

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	James Evans
Policy / Change Objective / Budget Saving	Gypsy and Traveller Allocations Policy						
Outline Summary							
This policy looks to formalise the current practice with regard to the allocation of gypsy and traveller plots. It aims to ensure applicants and staff are aware of the assessment process, the criteria needed to be accepted onto the scheme, how applicants are prioritised and how an allocation is made.							

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

Version	Author	Job Title	Date
1	Kelly Jones	Housing Policy and Strategy Officer	28/2/17
2	Kelly Jones	Housing Policy and Strategy Officer	1/3/18

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?	Inherent Judgement Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	Residual Judgement (after mitigation) Please select from drop down box below	Source of Outline Evidence to support judgement
Services delivered for less	No impact	Choose an item.		Choose an item.	

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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
Supporting people in the community	It is recognised that cultural differences may have led to the social exclusion of Gypsies and Travellers and it is important that their voices are heard in service delivery. The aim of the policy is to ensure applicants are allocated appropriate accommodation according to their lifestyle and is done in such a way as to promote good relations between Gypsies and Travellers and the surrounding community. The policy aims to allocate to those who are in housing need, ready to move and shows preference to those with a family connection thereby ensuring those who are most in need are allocated the appropriate accommodation with family support. As a consequence, the policy will increase the chances of developing sustainable communities and ensuring a better quality of life.	Good	Further work needs to be carried out on the waiting list to ensure applicants can register for all areas of choice rather than where we currently have G&T sites so need can be assessed and met across the County.	Good	Guidance on Managing Gypsy and Traveller Sites in Wales G&T waiting list
Developing the economy	By formalising the policy and having the ability to record and respond to housing need, this may have the outcome of encouraging young people to stay within the County which has a positive impact on services such as schools and local workforces and businesses	Good	Once need is identified further work will be needed to identify appropriate sites for plots to be built upon.	Good	Gypsy and Traveller Accommodation Assessment G&T waiting list
Learning	No impact	Choose an item.		Choose an item.	

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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?	Inherent Judgement Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	Residual Judgement (after mitigation) Please select from drop down box below	Source of Outline Evidence to support judgement
<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>By formalising the policy and having the ability to record and respond to housing need, this may have the outcome of encouraging young people to stay within the County which has a positive impact on services such as schools and local workforces and businesses allowing them to grow and prosper.</p>	<p>Good</p>	<p>Once need is identified further work will be needed to identify appropriate sites for plots to be built upon.</p>	<p>Good</p>	<p>G&T waiting list</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</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	

<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>It is recognised that cultural differences may have led to the social exclusion of Gypsies and Travellers and it is important that their voices are heard in service delivery. The aim of the policy is to ensure applicants are allocated appropriate accommodation according to their lifestyle and is done in such a way as to promote good relations between Gypsies and Travellers and the surrounding community. The policy aims to allocate to those who are in housing need, ready to move and shows preference to those with a family connection thereby ensuring those who are most in need are allocated the appropriate accommodation with family support. By addressing their housing need this often has the knock on effect of maximising both a person's physical and mental well-being.</p>	<p>Good</p>	<p>Further work needs to be carried out on the waiting list to ensure applicants can register for all areas of choice rather than where we currently have G&T sites so need can be assessed and met across the County. Once need is identified further work will be needed to identify appropriate sites for plots to be built upon</p>	<p>Good</p>	<p>Gypsy and Traveller Accommodation Assessment G&T Waiting list</p>
--	---	-------------	---	-------------	---

<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>	<p>It is recognised that cultural differences may have led to the social exclusion of Gypsies and Travellers and it is important that their voices are heard in service delivery. The aim of the policy is to ensure applicants are allocated appropriate accommodation according to their lifestyle and is done in such a way as to promote good relations between Gypsies and Travellers and the surrounding community. As a consequence the policy increase the chances of developing sustainable communities and ensuring a better quality of life.</p>	<p>Good</p>	<p>Further work needs to be carried out on the waiting list to ensure applicants can register for all areas of choice rather than where we currently have G&T sites so need can be assessed and met across the County. Once need is identified further work will be needed to identify appropriate sites for plots to be built upon</p>	<p>Good</p>	<p>Gypsy and Traveller Accommodation Assessment Guidance on Managing Gypsy and Traveller Sites in Wales G&T waiting list</p>
<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>No impact</p>	<p>Choose an item.</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</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</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p><i>Opportunities to promote the Welsh language</i></p>	<p>No impact</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p><i>Welsh Language impact on staff</i></p>	<p>No impact</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	
<p><i>People are encouraged to do sport, art and recreation.</i></p>	<p>No impact</p>	<p>Choose an item.</p>		<p>Choose an item.</p>	

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).					
<i>Age</i>	The policy includes an equalities section, which aims to ensure all applicants are treated equitably	Neutral	The Housing service needs to capture better quantitative data regarding the 9 protected characteristics to reduce the number of unknowns and improve on the reporting aspect of these characteristics. In turn the right measures need to be put in place so we can better evidence the impact of the policy.	Good	As of 2/3/17 the age bands of the main G&T applicants are as follows: 0-17: 1 17 – 34: 4 35 – 64: 4 65+: 1
<i>Disability</i>	The policy includes an equalities section, which aims to ensure all applicants are treated equitably	Neutral	As above	Good	As of 2/3/17, out of the 10 G&T applications, one application states that a member of the household has a learning disability and one states a physical disability. The other 8 applications are unknown
<i>Gender reassignment</i>	The policy includes an equalities section, which aims to ensure all applicants are treated equitably	Neutral	As above	Good	The Housing Service does not record gender reassignment of its applicants.

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



<p><i>Marriage or civil partnership</i></p>	<p>The policy includes an equalities section, which aims to ensure all applicants are treated equitably</p>	<p>Neutral</p>	<p>As above</p>	<p>Good</p>	<p>The Housing Service has the ability to record whether someone is a partner. It does not specify whether they are married or in a civil partnership. As of 2/3/17 the family type breakdown is: Singles: 5 Singles with dep children: 2 Couples/Other: 1 Couples with dep children: 2</p>
<p><i>Race</i></p>	<p>The policy includes an equalities section, which aims to ensure all applicants are treated equitably</p>	<p>Neutral</p>	<p>As above</p>	<p>Good</p>	<p>As of 2/3/17 the breakdown of ethnicity of the main G&T applicant is: White British: 2 White Irish: 1 Gypsy Irish Traveller: 5 Unknown: 2</p>
<p><i>Religion or belief</i></p>	<p>The policy includes an equalities section, which aims to ensure all applicants are treated equitably.</p>	<p>Neutral</p>	<p>As above</p>	<p>Good</p>	<p>As of 2/3/17, the breakdown of religion/belief for G&T applicants is: Catholic: 2 Christian: 1 Withheld: 2 Unknown: 5</p>

Cyngor Sir Powys County Council
Impact Assessment (IA)

The integrated approach to support effective decision making



<p><i>Sex</i></p>	<p>The policy includes an equalities section, which aims to ensure all applicants are treated equitably</p>	<p>Neutral</p>	<p>As above</p>	<p>Good</p>	<p>As of 2/3/17, the breakdown of gender for the main G&T applicants is: Male: 5 Female: 5</p>
<p><i>Sexual Orientation</i></p>	<p>The policy includes an equalities section, which aims to ensure all applicants are treated equitably</p>	<p>Neutral</p>	<p>As above</p>	<p>Good</p>	<p>As of 2/3/17, the breakdown of sexual orientation for the main G&T applicant is: Heterosexual: 2 Unknown: 8</p> <p>The Office for National Statistics states that 1.6% of the population in Wales identifies themselves as gay or lesbian and bisexual in 2015.</p>
<p><i>Pregnancy and Maternity</i></p>	<p>The policy includes an equalities section, which aims to ensure all applicants are treated equitably</p>	<p>Neutral</p>	<p>As above</p>	<p>Good</p>	<p>The Housing Service does not record pregnancy and maternity of its applicants. There is no data available on pregnancy and maternity in Council Housing in Powys.</p>

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 (after mitigation)</u> Please select from drop down box below	Source of Outline Evidence to support judgement
Sustainable Development Principle (5 ways of working)					
<p>Long Term: <i>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</i></p>	The policy aims to allocate to those who are in housing need, ready to move and shows preference to those with a family connection thereby ensuring those who are most in need are allocated the appropriate accommodation with family members. By addressing their housing need this often has the knock on effect of maximising both a person's physical and mental well-being thus ensuring their long term needs are met as well.	Good	Further work needs to be carried out on the waiting list to ensure applicants can register for all areas of choice rather than where we currently have G&T sites so need can be assessed and met across the County. Once need is identified further work will be needed to identify appropriate sites for plots to be built upon thus ensuring long term needs are met.	Good	Gypsy and Traveller Accommodation Assessment G&T waiting list
<p>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></p>	No impact	Choose an item.		Choose an item.	
<p>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></p>	This policy has been discussed with residents at both PCC's authorised socially rented sites and a staff working group. A copy has also been sent to the appropriate representatives in Welsh Government.	Very Good	We will learn from experience and use the feedback to improve future consultations.	Very Good	Consultation questionnaires.

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?	<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>Prevention: How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.</p>	<p>Although the purpose of the policy is to allocate plots according to the criteria set out, the G&T allocation policy aims to reflect that of the Common Housing Allocation policy where those who may be in need are able to approach the Housing Service to discuss their need and options open to them. It may be that other areas of support are identified at that stage and preventative measures can be put in place before reactive measures have to be taken.</p>	Good	No impact	Good	
<p>Integration: 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.</p>	<p>When carrying out the interview with the applicant, the policy encourages the housing service to identify whether the applicant has additional support needs and if so the appropriate agency should be pulled in to address those issues. Key to partnership working succeeding is communication, trust and openness.</p>	Neutral	No impact	Good	
<p>Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.</p>	<p>By addressing a person's housing need, this has the consequence of providing a stable environment for a person to address poverty in respect of their health, education and well-being. The policy also states that an affordability assessment should be carried out wherever possible to identify what the appropriate housing solution is and highlight and address any support needs re budgeting and tenancy management etc.</p>	Good		Choose an item.	Rent arrears reports

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?	<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
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.	The initial interview gives the opportunity for applicants to report domestic abuse, child neglect, violence or the threat of violence etc. as this may be part of their housing need but it is also important for housing staff to be aware of these issues which may be underlying when carrying out the interview and identifying support needs.	Neutral	A separate Domestic Abuse and Hate Crime policy are to be developed and all housing staff are to undertake the Level 1 training course on awareness raising on Violence against women, Domestic Abuse and Sexual Violence (VAWDASV). We also need to evaluate the referring process to Social Services and the follow up within SS. Raise staff awareness "Ask – Act". Further training is also needed re Awareness of the Mental Capacity Act.	Good	In 2015 the Powys Community Safety Partnership recorded 829 incidents of domestic abuse reported to police. We don't know how many of these incidents took place on G&T sites. In 2015/2016 there were 35 households homeless or threatened with homelessness that involved domestic abuse.
Corporate Parenting: Enabling our looked after children to fulfil their potential.	No impact	Choose an item.		Choose an item.	
Impact on PCC Workforce	Clarification of the policy will have a positive impact on the PCC workforce in particular that of housing staff as it provides clear, concise guidance.	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
Low	Low	Low

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



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

Description of risks			
N/A			
Judgement (to be included in service risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
			X
Mitigating Actions			Residual Risk (after mitigation)
			Choose an item.
			Choose an item.
			Choose an item.
Does the Policy / Change Objective / Budget Saving have potential to impact on another service area?			
N/A			

7. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
<p>The impact of this policy is low with it being a formalisation of current practice. The aim of the policy is to ensure applicants are allocated appropriate accommodation according to their lifestyle and is done in such a way as to promote good relations between Gypsies and Travellers and the surrounding community. The policy aims to allocate to those who are in housing need, ready to move and shows preference to those with a family connection thereby ensuring those who are most in need are allocated the appropriate accommodation with a support network in place. As a consequence the policy will increase the chances of developing sustainable communities and ensuring a better quality of life.</p>	

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

What additional evidence and data has informed the development of your proposal?
<p>The policy was written to reflect the Common Housing Allocation to ensure consistency throughout Powys but consideration has also been given to Welsh Government guidance re gypsies and travellers.</p>

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
<p>This policy will be reviewed by the Council every three years unless there are circumstances that require a review, for example a change in guidance, legislation or regulation. Where there has been a change in legislation which has an impact on the policy, the policy will be reviewed within 3 months of the legislation or regulation coming into effect. The mitigating actions will need to be put in place including the procedures and measures to ensure monitoring can take place.</p>

Please state when this Impact Assessment will be reviewed.

The IA will be reviewed in line with the policy i.e. every 3 years unless there are circumstances that require a review, for example a change in legislation or regulation.

10. Sign Off

Position	Name	Signature	Date
Service Manager:	TBC		
Head of Service:	Simon Inkson		
Strategic Director:	Paul Griffiths		
Portfolio Holder:	James Evans		

FORM ENDS