

Appendix 3: Cyngor Sir Powys County Council Impact Assessment (IA)

The integrated approach to support effective decision making



Please read the accompanying guidance before completing the form.

This **Impact Assessment (IA)** toolkit, incorporates a range of legislative requirements that support effective decision making and ensure compliance with all relevant legislation. **Draft versions of the assessment should be watermarked as “Draft” and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council policy IAs should be retained for 7 years.**

Service Area	Housing	Head of Service	Nina Davies	Portfolio Holder	CLlr Iain McIntosh
Proposal	Implementation of a revised Quality of Accommodation Standard and the gifting of existing flooring to new tenants				
Outline Summary / Description of Proposal					
The proposal is to introduce a revised empty homes (void) standard for the Council’s housing stock i.e the Quality of Accommodation Standard to provide more detailed information regarding the standard tenants can expect from a new home. As part of minimising the financial burden of new tenants in setting up their homes, the revised standard will include ‘gifting’ existing carpet on the understanding that the new tenant wishes to accept it and any ongoing maintenance liability.					

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

Version	Author	Job Title	Date
V1	Richard Batt	Interim Service Manager – Tenancy Services	21.5.2021
V2	Richard Batt	Interim Service Manager – Tenancy Services	24.5.2021
V3	Richard Batt	Interim Service Manager – Tenancy Services	10.9.2021

2. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£	£	£	£	£	£

3. Consultation requirements

Consultation Requirement	Consultation deadline/or justification for no consultation
No consultation required (please provide justification)	Revision of existing standard to improve service delivery.

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4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Have you considered the implications on Health & Safety and Corporate Parenting?) PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY					
Adult Services	<input type="checkbox"/>	Education	<input type="checkbox"/>	Legal and Democratic Services	<input type="checkbox"/>
Children's Services	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Property, Planning and Public Protection	<input type="checkbox"/>
Commissioning	<input type="checkbox"/>	Highways, Transportation and Recycling	<input type="checkbox"/>	Transformation and Communications	<input type="checkbox"/>
Digital Services	<input type="checkbox"/>	Housing and Community Development	<input checked="" type="checkbox"/>	Workforce and OD	<input type="checkbox"/>
Data Protection Impact Assessment					
Will the proposal involve processing the personal details of individuals? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
Is Powys County Council the data controller? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
If you have answered yes to either of the above you will be required to complete, as a minimum, the screening questions on the data protection impact assessment. For further advice please contact the Data Compliance Team.					

4a Geographical Locations

What geographical area(s) will be impacted by the proposal? (Chose all those applicable)							
Powys	<input checked="" type="checkbox"/>	Brecon	<input type="checkbox"/>	Llandrindod and Rhayader	<input type="checkbox"/>	Machynlleth	<input type="checkbox"/>
		Builth and Llanwrtyd	<input type="checkbox"/>	Llanfair Caereinion	<input type="checkbox"/>	Newtown	<input type="checkbox"/>
North	<input type="checkbox"/>	Crickhowell	<input type="checkbox"/>	Llanfyllin	<input type="checkbox"/>	Welshpool and Montgomery	<input type="checkbox"/>
Mid	<input type="checkbox"/>	Hay and Talgarth	<input type="checkbox"/>	Llanidloes	<input type="checkbox"/>	Ystradgynlais	<input type="checkbox"/>
South	<input type="checkbox"/>	Knighton and Presteigne	<input type="checkbox"/>				

5. How does your proposal impact on Vision 2025?

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Council's Well-being Objective	How does the proposal impact on this Well-being Objective?	IMPACT Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy		Neutral		Neutral
Health and Care We will lead the way in providing effective, integrated health and care in a rural environment	The proposal will have a positive impact on the health and well-being of new tenants in helping to minimise the financial burden of setting up a new home.	Good	The reintroduction of pre-tenancy termination visits to identify existing flooring that can be left for the new tenant.	Good
Learning and skills We will strengthen learning and skills		Neutral		Neutral
Residents and Communities We will support our residents and communities	The proposal will have a positive impact on tenancy sustainability and well-being of new tenants in helping to minimise the financial burden of setting up a new home.	Good	The standard will be regularly monitored with the intention of utilising tenant feedback to ensure the standard continues to have both a positive impact on tenant satisfaction and tenancy sustainability.	Good

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Source of Outline Evidence to support judgements

N/A

6. How does your proposal impact on the Welsh Government's well-being goals?

Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>The gifting of existing flooring as part of the implementation of the Quality of Accommodation Standard will reduce the volume of flooring particularly carpeting (which can be recycled) which is subsequently removed and disposed of as part of the voids process.</p>	<p>Good</p>	<p>The standard will be regularly reviewed to establish if any further existing fixture & fittings can be gifted to new tenants to minimise both the financial burden on new tenants setting up their home and the number of items that need to be disposed of as part of the voids process.</p>	<p>Good</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>Neutral</p>		<p>Neutral</p>

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<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>Public Health (Wales) Act, 2017: Part 6 of the Act requires for public bodies to undertake a health impact assessment to assess the likely effect of a proposed action or decision on the physical or mental health of the people of Wales.</p>	<p>The proposal will have a positive impact on the health and well-being of new tenants in helping to minimise the financial burden of setting up a new home.</p>	<p>Good</p>	<p>The reintroduction of pre-tenancy termination visits to identify existing flooring that can be left for the new tenant</p>	<p>Good</p>
<p>A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.</p>		<p>Neutral</p>		<p>Neutral</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>Human Rights - is about being proactive (see guidance)</p> <p>UN Convention on the Rights of the Child: The Convention gives rights to everyone under the age of 18, which include the right to be treated fairly and to be protected from discrimination; that organisations act for the best interest of the child; the right to life, survival and development; and the right to be heard.</p>	<p>The gifting of existing flooring as part of the implementation of the Quality of Accommodation Standard will reduce the volume of flooring particularly carpeting (which can be recycled) which is subsequently removed and disposed of as part of the voids process.</p>	<p>Good</p>	<p>The standard will be regularly reviewed to establish if any further existing fixture & fittings can be gifted to new tenants to minimise both the financial burden on new tenants setting up their home and the number of items that need to be disposed of as part of the voids process.</p>	<p>Good</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. <i>Incorporating requirements under the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards</i></p>				
<p>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</p>		<p>Neutral</p>		<p>Neutral</p>

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<i>Opportunities to promote the Welsh language</i>		Neutral		Neutral
<i>People are encouraged to do sport, art and recreation.</i>		Neutral		Neutral
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). Incorporating requirements under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Social Economic duty (2020).				
<i>Age</i>	The proposal will have a positive impact on tenancy sustainability and well-being of new tenants in helping to minimise the financial burden of setting up a new home.	Good	The standard will be regularly monitored with the intention of utilising tenant feedback to ensure the standard continues to have both a positive impact on tenant satisfaction and tenancy sustainability.	Good
<i>Disability</i>	The proposal will have a positive impact on tenancy sustainability and well-being of new tenants in helping to minimise the financial burden of setting up a new home.	Good	The standard will be regularly monitored with the intention of utilising tenant feedback to ensure the standard continues to have both a positive impact on tenant satisfaction and tenancy sustainability.	Good
<i>Gender reassignment</i>		Neutral		Neutral
<i>Marriage or civil partnership</i>		Neutral		Neutral
<i>Race</i>		Neutral		Neutral
<i>Religion or belief</i>		Neutral		Neutral
<i>Sex</i>		Neutral		Neutral
<i>Sexual Orientation</i>		Neutral		Neutral
<i>Pregnancy and Maternity</i>		Neutral		Neutral
<i>Socio-economic duty</i>		Neutral		Neutral

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Source of Outline Evidence to support judgements

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7. How does your proposal impact on the council's other key guiding principles?

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	The gifting of existing flooring as part of the implementation of the Quality of Accommodation Standard will reduce the volume of flooring particularly carpeting (which can be recycled) which is subsequently removed and disposed of as part of the voids process.	Good	The standard will be regularly reviewed to establish if any further existing fixture & fittings can be gifted to new tenants to minimise both the financial burden on new tenants setting up their home and the number of items that need to be disposed of as part of the voids process.	Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	The Quality of Accommodation Standard has been developed collaboratively from staff working across Housing Services.	Good	The delivery of the standard will be regularly reviewed with the consideration of tenant feedback being a key consideration in these reviews to identify any further revisions needed to improve both tenant satisfaction.	Good

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Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
<p>Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them including:</i> Unpaid Carers: <i>Ensuring that unpaid carers views are sought and taken into account</i></p>	<p>The development of the Quality of Accommodation Standards has actively considered and incorporated tenant feedback.</p>	<p>Good</p>	<p>The delivery of the standard will be regularly reviewed with the consideration of tenant feedback being a key consideration in these reviews to identify any further revisions needed to improve both tenant satisfaction</p>	<p>Choose an item.</p>
<p>Prevention: <i>Understanding the root causes of issues to prevent them from occurring including:</i> Safeguarding: <i>Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.</i></p>		<p>Neutral</p>		<p>Neutral</p>
<p>Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i></p>		<p>Neutral</p>		<p>Neutral</p>
<p>Powys County Council Workforce: What Impact will this change have on the Workforce?</p>		<p>Neutral</p>		<p>Neutral</p>
<p>Payroll: How will this impact salary, any overtime/enhanced payments etc? Does this affect any particular group of employees? E.g., Male/Female dominated workforce. Does this proposal comply with the Councils Single Status Terms and Conditions?</p>		<p>Neutral</p>		<p>Neutral</p>

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Principle	How does the proposal impact on this principle?	<u>IMPACT</u> Please select from drop down box below	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> Please select from drop down box below
Welsh Language impact on staff		Neutral		Choose an item.
Apprenticeships: Has consideration been given to whether this change impacts negatively, or positively on Apprenticeships within the service?		Neutral		Choose an item.
Source of Outline Evidence to support judgements				

8. What is the impact of this proposal on our communities?

Communities	How does the proposal impact on residents and community?	<u>IMPACT</u> See impact definitions in guidance document	What will be done to better contribute to a more positive impact or to mitigate any negative impacts?	<u>IMPACT AFTER MITIGATION</u> See impact definitions in guidance document	Source of Outline Evidence to support judgement
	The proposal will have a positive impact on tenancy sustainability and well-being of new tenants in helping to minimise the financial burden of setting up a new home.	Good	The standard will be regularly monitored with the intention of utilising tenant feedback to ensure the standard continues to have both a positive impact on tenant satisfaction and tenancy sustainability.	Good	New tenant survey feedback.

9. What are the risks to service delivery or the council following implementation of this proposal?

PCC: *Impact Assessment Toolkit (March 2018)*

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Description of risks			
Risk Identified	Inherent Risk Rating Impact X Likelihood (See Risk Matrix in guidance document)	Mitigation	Residual Risk Rating Impact X Likelihood (See Risk Matrix in guidance document)
Inconsistent implementation of the Quality of Accommodation Standard	6	The implementation of the standard will be regularly reviewed by a cross-functional team drawn from across Housing Services and regular review will also be presented to the Tenant Scrutiny Panel for consideration.	3

10. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
Following a review in December 2020, this report sets out the recommended changes to the allocation policy proposed by the 'Homes in Powys' working group. The changes aim to clarify the allocation process for both staff and applicants and look to address the pressures on the housing services such as the increase in homelessness presentations, lack of suitable stock and the promotion of sustainable tenancies.	

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

What additional evidence and data has informed the development of your proposal?
New Tenant Satisfaction Surveys

12. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The Tenant Scrutiny Panel will monitor the effectiveness of the implementation of the Quality of Accommodation Standard through regular progress reports.
Please state when this Impact Assessment will be reviewed.
Annually

13. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Richard Batt	RDBatt	21 st May 2021
Head of Service:			
Portfolio Holder:			

14. Governance

Decision to be made by	Choose an item.	Date required	
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FORM ENDS