

Sustainability Appraisal

Text size

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What is the Sustainability Appraisal?

For the Council, sustainability is about ensuring that the actions and decisions we take today guarantee a better quality of life for everyone in West Sussex, now and for generations to come. It is based on the understanding that the quality of our lives, and the state of our communities, are affected by a combination of social, economic and environmental factors. The Sustainability Appraisal has been designed to help develop proposals which address these factors and deliver sustainable solutions.

By asking a series of questions, the appraisal prompts you to think about what you are delivering and how. Thinking about the delivery from new angles will help you identify opportunities to:

- Save money
- Gain efficiencies
- Enhance the reputation and trust in the Council
- Align your project with corporate policies
- Connect with the needs of customers
- Reduce future risks

[Find out more about sustainability on the How We Work SharePoint Site](#)

Where does it come from?

The Sustainability Appraisal is based on **The West Sussex Plan 2017-2022** and reflects the key issues and priorities identified by this Strategy.

When should I use the Sustainability Appraisal?

A Sustainability Appraisal is required for all Transformation projects and Procurements.

The Sustainability Appraisal must be completed and submitted at Key Decision Points 0, 1 and 2.

The application of the Sustainability Appraisal can also be extended for use on the development of new strategies, policies and business plans, and can be used voluntarily on smaller projects.

The Sustainability Appraisal can also be used to explore added value to any other proposals such as specifications, committee reports and business plans.

In performing these assessments at the inception of a project, the likely outcomes will be more robust and sustainable. It is recommended that the Appraisal is used at subsequent phases of proposal development to ensure maximum benefit; the process will be much quicker when reapplying to the same proposal.

How do I use the Sustainability Appraisal?

Stage 1 - The Sustainability Appraisal should be completed by the Project Manager with in-depth knowledge of the proposal. For maximum benefit this should be done at the earliest stage when scoping the proposal.

First, complete the **Proposal** page to give details of the objectives of the project. Tabs 1 to 4 contain the objectives against which to assess the proposal, arranged around the four themes of the Sustainable Communities Strategy. Work through tabs 1 to 4 and for each objective make an assessment of the impact of the proposal using the scale provided. Include comments in the accompanying box to provide an explanation of how your proposal will contribute to each of these objectives (see Figure 1). Select 'Not Applicable' only where the objective is considered not to be relevant to the proposal.

For further information and reference each objective is hyperlinked to relevant County Council policies in the **Appendix**.

Stage 2 - Once completed, review the Appraisal's **Summary** page to see the results of the assessment (see Figure 2). Use this summary to identify areas where the proposal has not addressed key themes and objectives and to inform the development and amendments to your proposal.

Consider forming a multidisciplinary team to provide expert insight into how the proposal can be improved to better address these objectives and maximise the contribution of your proposal to achieving corporate priorities and sustainable solutions.

Stage 3 - Where areas for improvement have been identified and incorporated into the proposal, amend the Appraisal accordingly. The Sustainability Appraisal should be used as a working document to improve the integration of sustainability objectives as a proposal is developed.

Stage 4 - The **Monitoring** sheet will automatically identify the key impacts of the proposal (see Figure 3). Use the tables provided to identify suitable metrics and targets which are relevant to the objectives and activities of your proposal (N.B. use Alt+Return to include multiple metrics for an objective). These should feed logically into the monitoring of the project and demonstrate progress of the project as a whole.

Stage 5 - For Transformation Board projects, submit the completed Appraisal at Checkpoint 0 to the Programme Management Office and Sustainability Team. The appraisal must be resubmitted to the Sustainability Team at Checkpoint 1 and 2.

To request assistance or feedback on a completed Appraisal please contact the [Sustainability Team](#)

Sustainability Appraisal



Proposal name:	Care and Support at Home
Lead officer:	Juliette Garrett
Date:	08/01/2020
Version:	1

Objectives (Please copy across the objectives of your project from the project brief):

To commission care and support at home services which:

- *are locally focused and in line with community led support approach
- *supports a range of service provision available across West Sussex
- *meets the needs of people who require care to enable to live at home
- *are outcomes focused and person centred
- *supports sustainable and viable service provision
- *represent value for money and support the corporate objectives

How will your proposal impact on the following objectives?

Very positive	Slightly positive	Neutral	Slightly negative	Very negative	Not applicable
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1 All children and young people are ready for school and work

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Click in the box below, and explain your response:

The Council will be supporting care providers with recruitment and retention. This focus will support young people to consider care as a career.

2 Families and children have a healthy family, home and work life

6

Click in the box below, and explain your response:

3 Children and young people feel safe and secure

6

Click in the box below, and explain your response:

4 Access to education that meets the needs of our community

6

Click in the box below, and explain your response:

How will your proposal impact on the following objectives?

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Very positive	Slightly positive	Neutral	Slightly negative	Very negative	Not applicable
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A healthy place

5 Improving local Air Quality

Click in the box below, and explain your response:

A large part of the practical delivery of Care and Support at Home involves travel from one customer to the next. West Sussex County Council commission more than 1million hours of support per year to around 2000 customers at any one time therefore the travel is significant. The new commissioning arrangements seek to ensure that services are more locally focused than previous arrangements which required providers to deliver across a large geography. This alone is expected to have a positive impact on air quality in the reduction of travel and thus the reduction in traffic borne pollutants. Primary providers will also be tasked with a reduction in miles travelled as part of their key performance indicators.

6 Reducing the inequalities of health outcomes experienced in some communities

Click in the box below, and explain your response:

7 Supporting preventative strategies/measures to improving health and wellbeing (including mental health)

The new commissioning of care and support at home will align with the approach to the provision of social care based on community led support and a focus on prevention and supporting people at an early stage. Solutions to support customers with their care needs will consider both customers and communities assets to support wellbeing. Providers will be asked to work within their communities to access other services and solutions that may support health and wellbeing, for example with social support, universal services and with voluntary and community sector services.

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A safe place

8 Minimising the risk to people and property from extreme weather events, including consideration of our changing climate

Click in the box below, and explain your response:

Service providers will be asked to ensure they have continuity plans to support people throughout the year, which will include delivery during extreme weather. this will include considering plans appropriate to the needs of the customers and their circumstances.

9 Reducing the number of road traffic accidents and improving road safety

Click in the box below, and explain your response:

Within the specification for services providers will be required to ensure that staff have MOTed vehicles and to ensure that staff have appropriate insurance.

10 Reducing actual levels of crime and rates of reoffending, and / or reducing fear of crime and improving the perception of community safety?

Click in the box below, and explain your response:

Sustainable Environment

11 Reducing emissions of carbon dioxide and other green house gases

Click in the box below, and explain your response:

The commissioned approach supports the reduction in carbon dioxide as services are based around smaller zoned areas than previous arrangements, which supports a reduction in travel with more customers in smaller areas, and this will form a key performance indicator for the new contract arrangements.

12 Reducing use of natural resources

Click in the box below, and explain your response:

A number of care and support at home providers are moving towards electronic care planning records. This enables care workers to input records direct on to mobile devices reducing the requirement for printing.

13 Reducing waste and increasing waste recovery and recycling.

Click in the box below, and explain your response:

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A Place of Culture, Heritage and Beauty

14 Enhance West Sussex in regard to culture and heritage.

Click in the box below, and explain your response:

15 Enhance, protect and sustain the natural environment.

Click in the box below, and explain your response:

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How will your proposal impact on the following objectives?

Very positive	Slightly positive	Neutral	Slightly negative	Very negative	Not applicable
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A place where businesses thrive

15 Creating well-paid and long-term employment opportunities for local people

Click in the box below, and explain your response:

Commissioning over 1million hours per year creates substantial opportunities for careers in care. National Living wage has supported the increase in pay for care which can be a low paid profession. Providers will be requested to consider sustainable rates to ensure that business maintain viability and can recruit.
 QA care worker survey recently identified that significant number of respondents (around 35%) did not feel they had sufficient time to travel from one care call to the next within the schedule time. Around the same number also did not feel they were paid at a fair level for their work. There were also some concerns about being able to meet care needs within the call time (13%.)
 These are areas which will be identified for improvement with care providers and as part of monitoring with contracted providers to improve the ability to create well paid and long term employment opportunities, and enable sufficient workforce to manage demand,

16 Promoting growth in new business, key sectors and industries

Click in the box below, and explain your response:

Care is a key sector for the Council to ensure that sufficient levels of service are available to meet demand from an increasingly aging population. Developing strategic links with primary providers in local areas is expected to support the development of the sector and the Councils relationship with the sector.

17 Promoting the use of local resources, goods and products

Click in the box below, and explain your response:

Infrastructure that supports a successful economy

18 Creating or enhancing the infrastructure to attract & support businesses and people who want to live and work in our county.

19 Creating or enhancing a skilled workforce for West Sussex

Click in the box below, and explain your response:

The commissioning of care and support at home is based on having sufficient staff to provide care. Enhancing the skills within the workforce to provide this service is crucial. Part of the skills development is around supporting people in a more strengths based way. A learning and development plan will be developed to support providers with developing these skills within their workforce.

20 Increasing apprentices in West Sussex

Click in the box below, and explain your response:

Providers will be encouraged to support apprenticeships within their services.

21 Increasing opportunities for adults with learning disabilities to gain paid employment

Click in the box below, and explain your response:



22 Reducing poverty and social exclusion in those areas most affected

Click in the box below, and explain your response:

23 Encouraging a diverse range of visitors and enhance the visitor experience

Click in the box below, and explain your response:

How will your proposal impact on the following objectives?

Very positive	Slightly positive	Neutral	Slightly negative	Very negative	Not applicable
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24 Providing opportunities for older people have opportunities to thrive

Click in the box below, and explain your response:

Care and support at home is a vital part of supporting people to live independently in their own home for longer. In addition, a focus on strengths based services which explore the strengths of an individual enables people opportunities to thrive.

25 Encouraging/facilitating participation in voluntary and community sector activities

Click in the box below, and explain your response:

The new commissioned arrangements will be focused on more local areas which is aimed to support providers to work closely with other community services. This will enable providers to signpost customers to other services to support participation in voluntary and community sector activities.

26 Reflecting the needs, expectations and wants of people as they age over the next 20 years

Click in the box below, and explain your response:

The commissioned arrangements will be focused on enabling people to remain independent for as long as possible. It will be required to consider and use strengths within the customers networks and communities to enable them to be supported to remain as intended as possible.

27 Encouraging older people to remain active within the community or in employment

Click in the box below, and explain your response:

Commissioned services will be focused on person centred provision which considers peoples strengths. Moving away from a 'doing for' mentality which supports dependency, services will be asked to support with a focus on enabling people to remain independent and active for as long as possible.

How will your proposal impact on the following objectives?

Very positive	Slightly positive	Neutral	Slightly negative	Very negative	Not applicable
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28 Demonstrated that you have sought, and addressed the needs of your customers

Click in the box below, and explain your response:

The following customer consultation has been completed:
 1) Focus Groups (with a total of 18 customers)
 2) Individual customer interviews (with 9 customers)
 3) Stakeholder Survey (151 Survey responses received - with 27% from WSCC residents, 37% from family and friend carers and 18% from Service Users)

Feedback included importance of arranging care quickly, time spent with customers and when visits take place, reliability of visits, flexibility, communication, social and practical help. Some improvements around training, informing the worker about care needed and flexibility of care required were suggested.
 The aspects of importance and improvements will be considered in the development of the specification.

29 Helped people to participate within their community and build their sense of pride, well-being and resilience.

Click in the box below, and explain your response:

A key focus of the new arrangements is around strengths based and outcomes focused approaches. Supporting people to participate in their community will be key to enabling a persons independence. it will also be an important way of ensuring that people can be supported in a holistic way using the resources and assets within the community as well as the care provision. Supporting and enabling providers to work in this way will be incorporated into a training and development programme of work alongside the implementation of the proposals.

30 Utilised our assets for community action

Click in the box below, and explain your response:

There is potential to work with local providers about how they can deliver services within a community utilising assets within that community. These could include the Council's own assets.

31 Enabled our customers to access information about the council

Click in the box below, and explain your response:

32 Sought the views of partners and explored options to add value by delivering with others to meet shared objectives

Click in the box below, and explain your response:

Consultation with the provider market has included:
 1) A market engagement event on the 13th May 2019 which included 4 workshops focused on costs, outcomes, rural coverage and workforce.
 2) A meeting with a number of providers with experience in other areas to support learning
 The feedback from providers at these events was used to develop the proposals.
 3) A 3rd market engagement event on the 7th August which presented the initial proposals to providers.
 4) Surveys for providers on the proposals and on potential cost model options.

In addition our health partners have been engaged, in particular NHS CHC have attended the provider engagement event and been involved in the planning in order that we can explore the potential for them to utilise the new proposed commissioning arrangements to purchase care from as they have done on the current arrangements.

Summary

[Click here to return to the guidance.](#)

Lead officer:

Date:

Proposal name:

Theme/subsection

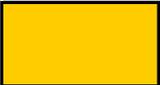
Result

Best Start in Life



Slightly positive

Strong, Safe and Sustainable Place



Slightly positive

- A Healthy Place
- A Safe Place
- A Sustainable Environment
- A Place of Culture, Heritage and Beauty



Very positive



Slightly positive



Very positive



Neutral

A Prosperous Place



Slightly positive

- A Place where businesses thrive
- Infrastructure that supports a successful economy
- A great place to live, work and visit



Very positive



Very positive



Not Applicable

Independence for Later Life



Very positive

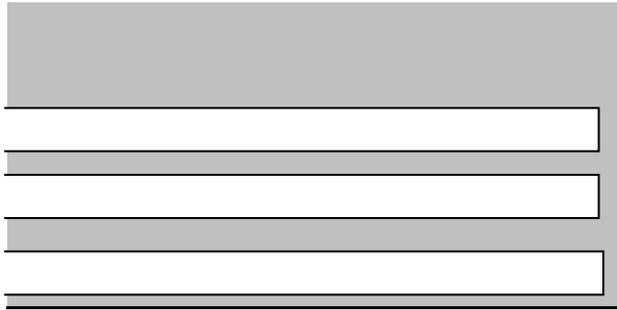
A Council that works for the community



Very positive

Appraisal criteria

	50% or above positive impact
	0 - 49% positive impact
	Neutral impact
	Negative impact



**Applicable
Questions**

25%

100%

67%

67%

67%

100%

50%

67%

67%

0%

100%

80%



