



Staffordshire
County Council

Community Impact Assessment – Checklist and Executive Summary

Name of Proposal: Adoption of Revised Statement of Community Involvement

Project Sponsor: Councillor Mark Winnington, Cabinet Member for Economic Growth

Project Manager: Andrew Christelow, Senior Planning Officer

Date: 21/08/19

Final Checklist

Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself/ SLT/ Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed	Comments/Actions
The project supports the Council's Business Plan, priorities and MTFS.	✓	Yes, the project supports the Business Plan priority 1.1.1 (Delivering the Economic Growth Programme). The SCI defines how the community can contribute towards developing effective planning policies and determining planning (for minerals and waste facilities and the County Council's own development). This, in turn, helps to ensure that we have infrastructure of the right type, in the right place and at the right time to support our residents and businesses. This will contribute to the priority outcomes for people being able to access more good jobs and feel the benefit of economic growth. Although the project has no direct MTFS implications, the adoption of the new SCI is expected to deliver small financial savings as it reflects national guidance in removing the obligation to place local press advertisements to announce the adoption of Local Plans.
It is clear what the decision is or what decision is being requested.	✓	Yes, the report sets out the recommendation that Cabinet formally adopts the revised Statement of Community Involvement.
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible).	✓	No impacts have been identified as the changes to the Statement of Community Involvement have been minimal and reflect changing national guidance. Opportunities for interested parties to express their views remain unchanged.
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	✓	Yes, this project is a statutory requirement. New regulations which came into effect on 6 April 2018 require us to complete a review of the Statement of Community Involvement every 5 years, in accordance with section 23 of the Planning and Compulsory Purchase Act 2004 (adoption of local development documents). [Note: EI&S Delivery Plan - to review and update the SCI adopted on 19 February 2014.].

Checklist	Action Completed	Comments/Actions
The groups who will be affected by the policy, service or project have been clearly identified.	✓	No specific groups have been identified. The SCI sets out how individuals, groups and communities can have their say on the development of Minerals and Waste Local Plans, and the determination of Planning Applications. The revisions have been minimal, and the process does not treat individual groups differently.
The communities that are likely to be more adversely impacted than others have been clearly identified.	✓	As above, no communities have been identified. The Statement of Community Involvement guides the development of planning policy and determination of planning applications related to minerals and waste facilities and the County Council's own development throughout the County.
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	✓	The Statement of Community Involvement has undergone a 6-week public consultation period between 12 June and 24 July 2019. The document has been modified as appropriate to reflect any significant comments received.
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	✓	The CIA has been prepared by officers who have been involved in the preparation of the first Statement of Community Involvement, and in two subsequent reviews.
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research, engagement/consultation, case studies and local knowledge.	✓	This project is a statutory requirement. The revised Statement of Community Involvement has retained much of the original content, with updates and additions where legislation and guidance have changed. Reference has also been made to examples of recent good practice from similar local authorities.
The CIA <u>evidences</u> how the Council has considered its statutory duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.	✓	The Statement of Community Involvement sets out how the County Council engages with the public and other interested parties when developing Minerals and Waste Plans and determining planning applications. The process is designed to ensure that no groups or individuals are disadvantaged. None of the changes made in the latest revision of the SCI are considered to have the potential to impact unequally on groups with protected characteristics.
The next steps to deliver the project have been identified.	✓	The new regulations require us to review our Statement of Community Involvement at least every 5 years. Once adopted, the new document will be published on our planning web page .

Executive Summary - The Executive Summary is intended to be a collation of the key issues and findings from the CIA and other research undertaken. This should be completed after the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the CIA template. Where no major impacts have been identified, please state N/A.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
<p>PSED</p> <p>What are the impacts on residents with a protected characteristic under the Equality Act 2010? Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision, and this can be supported with robust evidence.</p>	<p>The SCI sets out opportunities for interested parties to make their views known on our emerging Minerals and Waste Plans and on the planning applications that we determine regardless of age, disability, ethnicity, gender, religion/belief or sexuality.</p> <p>No impacts on residents have been identified as the revision of the SCI has involved only minor updates.</p> <p>Prior to adoption, the SCI has undergone a 6-week period of public consultation, and all relevant comments have been taken into account in preparing the final version of the document.</p>	<p>The SCI has been prepared to maximise opportunities for any interested parties to make their views known through the planning process.</p>	<p>No risks have been identified</p>	<p>N/A</p>

Health and Care	N/A	N/A	N/A	N/A
How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?				
Economy	N/A	The SCI will not directly impact on the economy as its purpose is only to define opportunities for interested parties to contribute to the planning process.	N/A	N/A
How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?				
Environment	N/A	The SCI will not directly impact on the physical environment but will provide guidance for interested parties including environment groups to engage in the planning process.	N/A	N/A
How will the proposal impact on the physical environment of Staffordshire?				
Localities / Communities	The SCI sets out opportunities for interested communities to make their views known on our emerging Minerals and Waste Plans and on the planning applications.	The SCI has been prepared to maximise opportunities for any interested communities to make their views known through the planning process.	N/A	N/A
How will the proposal impact on Staffordshire's communities?				