



Staffordshire  
County Council

# Community Impact Assessment – Checklist and Executive Summary

**Name of Proposal:** The Staffordshire Strategic Infrastructure Plan

**Project Sponsor:** Anthony Hodge, Commissioner for Business and Enterprise

**Project Manager:** Mark Parkinson, Economic Development and Planning Policy  
Manager

**Date:** September 2019

## 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.	✓	The concept of a Strategic Infrastructure Plan is specifically referenced within the Councils Strategic Plan and subsequent Business Plans.
It is clear what the decision is or what decision is being requested.	✓	To publish the final report that comprises evidence base material to shape and influence a wide range of economic development and planning policy strategies and statutory plans. The SIP does not constitute policy in itself, nor does it have any statutory status.
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and <b>potential impacts are clearly identified and mitigated for</b> (where possible).	✓	A full CIA has been completed and reflected in the Cabinet Report.
The <b>aims, objectives and outcomes</b> of the policy, service or project have been clearly identified.	✓	The aim of the Strategic Infrastructure Plan is to help deliver the outcomes of the Strategic Plan 2018 – 2022. The cabinet paper provides an overview of its purpose in terms of how it will be used to build Strategic Relationships with statutory infrastructure providers and to shape and influence plan making,
The <b>groups</b> who will be affected by the policy, service or project have been clearly identified.	✓	No groups are affected. The evidence base material is technical data derived from a wide variety of published information or data sources. It does not constitute policy or a strategy in itself. It will inform other plans and strategies, for example, the emerging / imminent refresh of the Climate Change strategy.
The <b>communities</b> that are likely to be more adversely impacted than others have been clearly identified.	✓	No communities affected.
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	✓	No residents directly affected. The Strategic Infrastructure Plan is not a public facing document, although will be available / published. The main audience are internal and external plan makers and statutory providers..
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	✓	
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.	✓	Prepared by a multinational engineering firm with specialisms / experience in this niche field of expertise; using published data sources and reviewed by professional officers.
The CIA <b>evidences</b> 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 Equality Act 2010 has been taken into account when producing the CIA.
The next steps to deliver the project have been identified.	✓	Not a project. Officers are clear on how they will utilize this new tool to assist in their existing roles around plan making.

## 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.

	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
<b>PSED</b>	No groups are directly affected. This is a technical evidence base that summarises a wide variety of published information with some financial modelling based on extrapolation of data to consider potential future growth trends.	N/A – Benefits will be assessed via existing processes associated with strategic plan making.	N/A - Risks will be assessed via existing internal and external processes associated with strategic plan making and associated delivery / action plans.	N/A
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.				
<b>Health and Care</b>	As above	As above	As above	As above
How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?				
<b>Economy</b>	As above	As above	As above	As above
How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?				
<b>Environment</b>	As above	As above	As above	As above
How will the proposal impact on the physical environment of Staffordshire?				
<b>Localities / Communities</b>	As above	As above	As above	As above
How will the proposal impact on Staffordshire's communities?				