



Staffordshire
County Council

Community Impact Assessment – Checklist and Executive Summary

Name of Proposal: Framework Agreement for the Provision of Furniture

Project Sponsor: Ian Turner, Head of Commercial and Assets

Project Manager: Laura Kendall, Category Manager, Commercial Team

Date: 19/02/20

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 (tick)	Comments/Actions
The project supports the Council's Business Plan, priorities and MTFS.	Yes	
It is clear what the decision is or what decision is being requested.	Yes	
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).	Yes	n/a Impacts
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	Yes	
The groups who will be affected by the policy, service or project have been clearly identified.	Yes	
The communities that are likely to be more adversely impacted than others have been clearly identified.	Yes	
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	n/a	
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	Yes	
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.	Yes	
The CIA evidences 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.	Yes	
The next steps to deliver the project have been identified.	Yes	

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 – What are the impacts on residents with a protected characteristic under the Equality Act 2010? <i>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.</i></p>	N/A			
<p>Health and Care – How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?</p>	N/A			
<p>Economy – How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?</p>	Both Small-and-Medium Enterprises ('SME') and, occasionally, larger national furniture firms. The Framework Agreement does successfully attract local Staffordshire suppliers with local supply chains.	Successful appointments to the Framework Agreement (and the corresponding supply chains) for this type of employer contribute well to the local economy and the employment market. This type of work provides opportunity to up-skill and train existing and new Staffordshire residents	Incumbent Framework suppliers who have been previously reliant on County Council work could suffer some economic impacts should they not be appointed this time around. This tends to be more prevalent where there may be a very high reliance on County Council work only and/or they are SME.	It is difficult to protect against suppliers who unfortunately are not re-appointed to the new framework. Where applicable remedies such as TUPE are available.

Environment – How will the proposal impact on the physical environment of Staffordshire?	Various groups	The deliverables from this Framework Agreement contribute to improved facilities both internally and on the exterior of the Council estate, e.g. schools and corporate estate – all public facing.	None	None
Localities / Communities – How will the proposal impact on Staffordshire’s communities?	Various groups	As per the Environment inclusion above, plus provision of additional school/educational space (extensions) for local pupils to meet an ever-growing County infrastructure.	None	None