

Community Impact Assessment

Name of Proposal: Communities Delivery Plan

Project Sponsor: Helen Riley (Deputy Chief Executive and Director for Families and Communities)

Project Manager or Lead:

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Date: 16th December 2020

Completing a CIA

- A CIA will help you to identify the potential **impacts, risks and benefits** of your proposed policy, service or project. Doing this at an early stage enables engagement and research to be undertaken to identify actions that will either **lessen the risk** or **maximise the benefits**. The assessment will also help you to identify mitigating factors whereby risks may be balanced out to an extent by the benefits.
- This template should be used to support the development of a proposal during the **planning stage**, therefore supporting the council's approach of [Achieving Commissioning Excellence](#).
- A good CIA will involve input from more than one person. A **Project Team** should be identified with different, but relevant expertise to ensure that a full range of views are considered.
- **Engagement and/or consultation** should take place with appropriate and representative groups of people that are most likely to be affected. This must then be used to help shape the design/outcomes of the project. Please note that due to the publication of CIAs, it is advisable not to record personal details of members of the public, such as names or addresses.
- **Once completed**, the main findings from your CIA should be transferred to the '**Checklist and Executive Summary**' template. Then both documents need to be approved/signed off by the appropriate people. Depending on the size of your project, this could be your manager, project lead, sponsor or SLT.
- For CIAs that are going to **Cabinet**, only the '**Checklist and Executive Summary**' should be submitted as part of the Cabinet Papers. The full CIA document should be submitted as a **Background Paper**.

Completing the CIA template

This table describes what is required when completing the key sections of your assessment.

| Which groups will be affected | Benefits | Risks | Mitigations / Recommendations |
|--|--|---|---|
| <p>Which groups of people will be impacted by the proposed policy, service or project? This could be people in a particular area, a street, or a group of people with similar characteristics e.g. older people, young people or people with care needs.</p> <p>Also consider staff, residents and other external stakeholders.</p> | <p>Think about the impact the proposal may have on each of the different category areas, and identify the benefits of each decision.</p> | <p>Think about the impact the proposal may have on each of the different category areas, and identify the risks associated with the proposal.</p> | <p>Set out any recommendations as to how the benefits will be maximised and the risks minimised.</p> <p>Also highlight any trade offs that may occur.</p> |
| <p>Evidence Base: (Evidence used/ likelihood/ size of impact) How certain are you about the assessment of each potential impact, and what evidence have you used to arrive at the decision? E.g. Data – population trends data, census data, service data. Research – national, regional, local research. Engagement/ Consultation – with partners, the public, the voluntary sector.</p> | | | |

Use the following template to highlight the impacts of your proposal on each of the following categories: the Public Sector Equality Duty (PSED), Health and Care, the Economy, the Environment, and Localities/ Communities.

Community Impact Assessment – Communities Delivery Plan

1. Introduction:

- 1.1. The Communities Delivery Plan is Staffordshire County Council's approach to the Communities principle moving forward. This document provides a Community Impact Assessment on the plan and will be included as part of an update for Cabinet on the Communities Principle on the 16th December 2020.

2. Summary of assessment:

- 2.1. The impacts of the Communities Delivery Plan are positive for communities as the plan seeks to invest in communities and build on the Council's successful work in recent years (including the People Helping People programme, the Place Based Approach, Community Managed Libraries and Supportive Communities). The key aims of the plan and the Communities Principle more broadly are to:
- Work with our partners to ensure a locally tailored, **community-led support offer** is available and accessible for our residents.
 - **Promote social action** and encourage local communities to help themselves and each other to stay healthy, resilient, and improve the place they live. This includes building capacity in communities and strengthening our VCSE sector.
 - Ensure communities are a fundamental part of our culture and **how we work as an organisation.**
- 2.2. The **main risks identified** through the assessment are the impact Covid-19 on our communities and services, and not taking into account the lessons learned from debates ongoing nationally and internationally regarding inclusion and diversity.
- 2.3. The impact of Covid-19 on the capacity of **the local Voluntary, Community and Social Enterprise (VCSE) sector** has also been identified as a specific risk for several aspects the communities principle. The VCSE sector is critical to both our local offer for communities as well as how we support residents during the pandemic.

3. Summary of key mitigations / recommendations

3.1. Based on the assessment below, this CIA makes the following overarching recommendations in order to mitigate these risks and support the Communities principle and the Communities Delivery Plan:

- Ensure people with **protected characteristics are considered** when delivering the plan. This includes endeavouring to communicate any changes to services / Covid-19 guidance in a way that is accessible to all.
- Ensure the **lessons learned from the response to Covid-19** for the Communities principle are considered when delivering the plan. This includes how we promote social action (e.g. #DoingOurBit phase 2) and invest / building capacity in the VCSE sector.
- Co-ordinate Communities Delivery Plan activity with the ongoing **Covid-19 response and recovery workstreams**.
- Co-ordinate Communities Delivery Plan activity with the work being undertaken to review our approach to **Inclusion and Diversity**.
- Co-ordinate Communities Delivery Plan activity with the **Digital Inclusion Action Plan** being led by the Digital Leadership Group, as this affects a number of the protected characteristics.
- Consider the impacts identified for our **workforce**, particularly with regards to front-line staff in community assets and the outcome of the Workforce Locality Transformation.
- Work with leads for the **Climate Change principle** to explore opportunities to make the most of our green spaces and public footpaths.
- **Undertake individual CIAs** on any areas of work that may involve substantial changes to services.

Community Impact Assessment

Public Sector Equality Duty – Use this section to identify if the proposal will impact on our legal obligations under the Equality Act 2010 for both residents and staff. Those subject to the general equality duty must have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity between different groups and foster good relations between different groups. Please consider:

- Who is currently using the service, across the protected characteristics?
- What do we know about their experiences and outcomes?
- What relevant information is available from the Census and population trends data?
- What were the findings of the engagement/consultation?
- Is there any relevant national, regional and/or local sources of research/evidence available?
- Is there any relevant information from partners or voluntary, community, social enterprise organisations?
- What is the analysis of the impact on those with relevant protected characteristics?

| Protected Characteristics: | Which groups will be affected | Benefits | Risks | Mitigations / Recommendations |
|--|--|---|---|---|
| All / multiple protected characteristics | All / multiple protected characteristics | <p>The following applies to multiple / all of the protected characteristics:</p> <ul style="list-style-type: none"> • The further development and co-ordination of the Place Based Approach, Supportive Communities and the Troubled Individuals workstreams will aim to ensure that residents with protected characteristics can access the right information and a locally tailored, community-led support offer. • Promoting social action and building community capacity will encourage and help more residents and VCSE organisations to provide support to their local communities. This includes residents with protected characteristics. • Improvements to how we communicate and engage with our communities. | <p>The following applies to multiple / all of the protected characteristics:</p> <ul style="list-style-type: none"> • Covid-19 will continue to impact on communities, including physical and mental health. • Covid-19 will impact on the delivery of our community offer in terms of social distancing, staff capacity etc. • The VCSE sector does not have enough support / capacity to deliver effectively across all parts of our community offer. • If the lessons from Covid-19 and the equalities movements seen in 2020 are not taken into account, our community offer may not be appropriate for people with certain protected characteristics | <p>The following applies to multiple / all of the protected characteristics:</p> <ul style="list-style-type: none"> • Ensure people with protected characteristics are considered when delivering the plan. This includes endeavouring to communicate any changes to services / Covid-19 guidance in an accessible way. • Ensure the lessons learned from the response to Covid-19 for the Communities principle are considered when delivering the plan. • Promote social action (#DoingOurBit phase 2 etc) and build capacity in the VCSE sector (VCSE contract, #DoingOurBit Fund etc). • Undertake individual CIAs on any areas of work that may involve substantial changes to services. |

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| | | | | <ul style="list-style-type: none"> • Co-ordinate Communities Delivery Plan activity with the ongoing Covid-19 response and recovery workstreams. • Co-ordinate Communities Delivery Plan activity with the work being undertaken to review our approach to Inclusion and Diversity. |
| Race | People of all races / ethnicities | See first row for identified benefits. | <p>In addition to information in the first row of this table, the following has been identified:</p> <ul style="list-style-type: none"> • Black & minority ethnic (BAME) communities may continue to be overrepresented in terms of cases and impacts (as per national data). • Conversations regarding equalities movements seen in 2020 have particular relevance for BAME communities. | <p>In addition to information in the first row of this table, the following has been identified:</p> <ul style="list-style-type: none"> • Ensure conversations regarding equalities movements seen in 2020 are considered when reviewing our approach to inclusion and diversity. |
| Disability | People with disabilities that do not require specialist care / support. | <p>In addition to information in the first row of this table, the following has been identified:</p> <ul style="list-style-type: none"> • The roll out of the SEND hubs will support young people with Special Educational Needs to get the right support at the right time. | <p>In addition to information in the first row of this table, the following has been identified:</p> <ul style="list-style-type: none"> • While the Covid-19 pandemic is ongoing, social distancing restrictions impact on our offer for people with disabilities. | <p>In addition to information in the first row of this table, the following has been identified:</p> <ul style="list-style-type: none"> • Consider the impact of Covid-19 safety measures on people with disabilities and make adaptations where possible. • Cross reference this CIA with the Children and Families Transformation CIA which will consider the SEND work in more detail. |
| Sex | All sexes | See first row for identified benefits. | See first row for identified risks. | See first row for mitigations / recommendations. |

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| Age | All (children and young people/ older people in particular) | See first row for identified benefits. | In addition to information in the first row of this table, the following has been identified: <ul style="list-style-type: none"> • While the Covid-19 pandemic continues, older people will continue to be at greater risk. • Young people also continue to be impacted by the pandemic, particularly mental health. • Older people and young people from families with lower incomes are at greater risk of digital exclusion. Parts of our offer that rely more on online signposting and IAG may be impacted. | In addition to information in the first row of this table, the following has been identified: <ul style="list-style-type: none"> • Work with the Digital Leadership Group to deliver the Digital Inclusion Action Plan. • Cross reference this CIA with the Children and Families Transformation CIA which will consider support for children and families in more detail. |
| Religion or Belief | People of all faiths and beliefs | See first row for identified benefits. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Gender Reassignment | People who are transitioning / have undergone gender reassignment. | See first row for identified benefits. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Sexual Orientation | People of all sexual orientations | See first row for identified benefits. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Pregnancy and Maternity | All | See first row for identified benefits. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Marriage and Civil Partnership | N/A | N/A | N/A | N/A |

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| Impact on SCC Staff | <p>Staff in front line services / community assets. Staff in Families and Communities will also be affected by the Workforce Locality Transformation (District Footprint).</p> | <ul style="list-style-type: none"> The Workforce Locality Transformation will aim to ensure our workforce is better aligned to our communities and places to meet the needs of families locally. | <ul style="list-style-type: none"> There will be a risk to the success of the Workforce Locality Transformation if it does not take into account the learning from 2020. While the Covid-19 pandemic continues, some staff in community assets may be at greater risk (e.g. BAME staff, staff who have disabilities). | <ul style="list-style-type: none"> Cross reference this CIA with the upcoming Children and Families Transformation CIA which will consider the Workforce Locality Transformation in more detail. Cross reference this CIA with the SCC 'Impact of Covid-19 on SCC Communities, Economy and Organisation' Cabinet Report and CIA which considers in further detail the impact of Covid-19 on the workforce. |
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Evidence Base: (Evidence used):

- NHS Digital, 2020. *Increased Covid-19 risk for ethnic minorities, according to academic study supported by NHS digital* <https://digital.nhs.uk/news-and-events/news/increased-covid-19-risk-for-ethnic-minorities-according-to-academic-study-supported-by-nhs-digital>
- British Medical Association, 2020. *The Impact of Covid-19 on mental health in England; Supporting services to go beyond parity of esteem.* <https://www.bma.org.uk/media/2750/bma-the-impact-of-covid-19-on-mental-health-in-england.pdf>
- Lloyds Bank UK, 2018. *UK Consumer Digital Index 2018 – For further information on Digital Exclusion* https://www.lloydsbank.com/assets/media/pdfs/banking_with_us/whats-happening/LB-Consumer-Digital-Index-2018-Report.pdf
- Staffordshire County Council, 2020. *Impact of Covid-19 on SCC Communities, Economy and Organisation – October 2020 update and Community Impact Assessment* <http://moderngov.staffordshire.gov.uk/documents/s140798/Impact%20of%20COVID-19%20on%20SCC%20Communities%20Economy%20and%20Organisation%20October%202020%20Update.pdf>
- Emerging results of Covid-19 Residents Survey (September 2020)

Health and Care – Use this section to determine how the proposal will impact on resident’s health and wellbeing, and whether the proposal will impact on the demands for, or access to health and care services. Please consider the Care Act 2014 and the Health and Social Care Act 2012.

| Category Area | Groups affected | Benefits | Risks | Mitigations / Recommendations |
|------------------------------------|-----------------|--|-------------------------------------|--|
| Mental Health and Wellbeing | All | <ul style="list-style-type: none"> • Signposting and connecting people to mental health and wellbeing support (both self-help and community provided services) is a key part of a locally tailored, community-led support offer. • Promoting social action and building community capacity will encourage and help more residents and VCSE organisations to support health and wellbeing, such as befriending and peer-support groups. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Healthy Lifestyles | All | <ul style="list-style-type: none"> • Signposting and connecting people to healthy lifestyles support (both self-help and community provided services) is a key part of a locally tailored, community-led support offer. • Promoting social action and building community capacity will encourage people to live healthier (e.g. walking groups, smoking cessation, and physical activities). | See first row for identified risks. | See first row for mitigations / recommendations. |

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| Accidents and Falls Prevention | Older people | <ul style="list-style-type: none"> Information, advice and guidance on how to prevent accidents, falls and slips and trips are part of the Supportive Communities workstream and will also be part of #DoingOurBit phase 2 campaign messaging. | <ul style="list-style-type: none"> Older people are at greater risk of digital exclusion. Parts of our offer that rely more on online signposting and IAG may be impacted. | <ul style="list-style-type: none"> Encourage and support people to help in their communities through the #DoingOurBit campaign phase 2. Work with the Digital Leadership Group to deliver the Digital Inclusion Action Plan. |
| Access to Social Care | All | <ul style="list-style-type: none"> The Place Based Approach, Supportive Communities, and Troubled Individuals workstreams will aim to connect people to support before they require social care. These workstreams will also help people who have been in receipt of social care transition back to their communities through community-led support. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Independent Living | All | <ul style="list-style-type: none"> The Place Based Approach, Supportive Communities and Troubled Individuals workstreams will provide IAG and connect residents to local community-led support to help them stay independent and resilient where possible Promoting social action and building community capacity will help ensure relevant VCSE organisations are available and sustainable. | See first row for identified risks. | See first row for mitigations / recommendations. |
| Safeguarding | N/A | N/A | N/A | N/A |

Economy – Use this section to determine how the proposal will impact on the economy of Staffordshire and the income of residents.

| Category Area | Which groups will be affected | Benefits | Risks | Mitigations / Recommendations |
|---|------------------------------------|--|--|--|
| Economic Growth | VCSE (including Social Enterprise) | <ul style="list-style-type: none"> The Communities Delivery Plan will invest in building capacity in the VCSE and help mitigate the economic impact of Covid-19 on the sector. | N/A | N/A |
| Poverty and Income | All | <ul style="list-style-type: none"> As part of the Place Based Approach workstream, work has been identified to develop a multi-agency approach to financial hardship, mitigating the financial impacts of Covid-19. | <ul style="list-style-type: none"> The ongoing Covid-19 pandemic may continue to impact economically on families and residents. This includes digital inclusion. Digital is a key part of our community offer, and is impacted by low income restricting access to devices / broadband packages etc. | <ul style="list-style-type: none"> Work with the Digital Leadership Group to deliver the Digital Inclusion Action Plan. |
| Workplace Health and Environments | N/A | N/A | N/A | N/A |
| Access to jobs/ Good quality jobs | N/A | N/A | N/A | N/A |
| Evidence Base: (Evidence used/ likelihood/ size of impact) <ul style="list-style-type: none"> See evidence base above | | | | |

Environment – Use this section to identify the impact of the proposal on the physical environment. How does the proposal support the utilisation and maintenance of Staffordshire’s built and natural environments, thereby improving health and wellbeing and strengthening community assets?

| Category Area | Which groups will be affected | Benefits | Risks | Mitigations / Recommendations |
|---|-------------------------------|--|-------|-------------------------------|
| Built Environment/ Land Use | N/A | N/A | N/A | N/A |
| Rural Environment | All | <ul style="list-style-type: none"> As part of the Communities principle, work will be undertaken to explore how we can support communities to make the most of green spaces and public footpaths. | N/A | N/A |
| Air, Water and Land Quality | N/A | <ul style="list-style-type: none"> As part of the #DoingOurBit campaign phase 2, will encourage residents to reduce emissions. | N/A | N/A |
| Waste and Recycling | N/A | N/A | N/A | N/A |
| Agriculture and Food Production | N/A | N/A | N/A | N/A |
| Transport | N/A | N/A | N/A | N/A |
| Noise | N/A | N/A | N/A | N/A |
| Evidence Base: (Evidence used/ likelihood/ size of impact) <ul style="list-style-type: none"> See evidence base above | | | | |

Localities / Communities – Use this section to identify the impact of the proposal on communities. How will the proposal strengthen community capacity to create safer and stronger communities? It is important to recognise the different localities and communities your proposal may impact upon, and identify any communities that could be more adversely impacted than others. District Commissioning Leads (DCL's) have a great deal of knowledge about their relevant locality and they must be engaged with as part of your Project Team at an early stage of the process.

| Category Area | Which groups will be affected | Benefits | Risks | Mitigations / Recommendations |
|--|-------------------------------|--|--|---|
| Community Development/ Capacity | VCSE and Community Groups | <ul style="list-style-type: none"> Promoting social action and building community capacity will encourage and help more residents and VCSE organisations to support their local communities. | <ul style="list-style-type: none"> The impact of Covid-19 economically on the VCSE sector could reduce capacity across our community offer, which could in turn have a detrimental impact on community-based support. | <ul style="list-style-type: none"> Ensure the lessons learned regarding working with the VCSE during lockdown are taken into consideration. Build capacity and provide support for the VCSE sector through the VCSE Strategic Capacity Building Partnership contract, the #DoingOurBit fund, and the Members Fund etc. Encourage and support people to volunteer and help in their communities through the #DoingOurBit campaign phase 2 and the Do-It Staffordshire platform. |
| Crime/ Community Safety | N/A | N/A | N/A | N/A |
| Educational Attainment and Training | N/A | N/A | N/A | N/A |
| Leisure and Culture | All | <ul style="list-style-type: none"> Community assets (including Community Manage Libraries, Country Parks and Children's Centres) and the leisure and cultural services they provide are key parts of the Communities Delivery Plan. | <ul style="list-style-type: none"> While the Covid-19 pandemic is ongoing, social distancing restrictions in community assets (such as libraries, children's centres and country parks) may impact on the support they can provide. | <ul style="list-style-type: none"> Cross reference this CIA with the SCC 'Impact of Covid-19 on SCC Communities, Economy and Organisation' Cabinet Report and CIA which considers in further detail the impact of Covid-19 on community assets. |

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| Volunteering | All | <ul style="list-style-type: none"> Promoting social action and building community capacity will encourage and help more residents and VCSE organisations to support their local communities. This includes encouraging more people to volunteer (both formally and informally), including Staffordshire County Council staff. | <ul style="list-style-type: none"> With the ongoing impact of Covid-19, there is a risk that volunteering levels could return to pre-lockdown levels, or residents could become more reluctant to volunteer due to increased demands on time and energy from other sources. | <ul style="list-style-type: none"> Ensure the lessons learned regarding working with volunteers both during lockdown and previous communities work with Community Managed Libraries, youth services, highways maintenance etc are taken into consideration. Encourage and support people to volunteer and help in their communities through the #DoingOurBit campaign phase 2 and the Do-It Staffordshire platform. Review our own volunteering policies to ensure support for staff and managers when volunteering / working with volunteers. |
| Best Start | Children and Families | <ul style="list-style-type: none"> The Place Based Approach will ensure local community-led support is available and accessible for families with young children to help their children get the best start in life. | <ul style="list-style-type: none"> While the Covid-19 pandemic is ongoing, social distancing restrictions in community assets (such as libraries, children's centres and country parks) may impact on the support provided for families with young children. | <ul style="list-style-type: none"> Cross reference this CIA with the Children and Families Transformation CIA which will consider the Workforce Locality Transformation in more detail. |
| Rural Communities | All | <ul style="list-style-type: none"> As part of the Communities principle, work will be undertaken to explore how we can support communities to make the most of green spaces and public footpaths. | N/A | N/A |

Evidence Base: (Evidence used/ likelihood/ size of impact)

- See evidence base above.

Now transfer the main findings of this assessment to the '**Checklist and Executive Summary**' template. Then both documents need to be approved/signed off by the appropriate people. For CIAs that are going to **Cabinet**, only the '**Checklist and Executive Summary**' should be submitted as part of the **Cabinet Papers**. The full CIA document should be submitted as a **Background Paper**.

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