Community Impact Assessment Template

Name of Proposal: Supportive Communities

Project Sponsor (if applicable): Andrew Donaldson

Project Manager (if applicable) or Lead: Tilly Flanagan

Date: 01/2021

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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
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. Also consider staff, residents and other external stakeholders.	Think about the impact the proposal may have on each of the different category areas, and identify the benefits of each decision. **Please note:** • Potential impacts should **not** be included if it is considered highly unlikely that they would occur. • Where **no major impacts** have been identified, please state N/A. • Due to the publication of CIAs, it is **advisable not to record personal details of members of the public**, such as names or addresses.	Think about the impact the proposal may have on each of the different category areas, and identify the risks associated with the proposal.	Set out any recommendations as to how the benefits will be maximised and the risks minimised. Also highlight any trade offs that may occur.
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.			

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 Template

Public Sector Equality Duty (PSED) – Use this section to identify if the proposal will impact on our legal obligations under the Equality Act 2010 for both residents and staff.   In summary, 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**	The following applies to multiple / all of the protected characteristics: The further development and coordination of the, Supportive Communities workstream 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	The following applies to multiple / all of the protected characteristics: 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	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 are considered when delivering the plan.

		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.	movements seen in 2020 are not taken into account, our community offer may not be appropriate for people with certain protected characteristics	
• **Race**	People of all races / ethnicities	See first row for identified benefits	In addition to information in the first row of this table, the following has been identified: Black & minority ethnic (BAME) communities may continue to be overrepresented in terms of Covid cases and impacts (as per national data). Conversations regarding equalities movements seen in 2020 have particular relevance for BAME communities.	See first row for mitigations / recommendations.
• **Disability**	Adults of all ages	The scope of the Supportive Communities programme will be widened to include all adults who contact Staffordshire County Council Adult Social	In addition to information in the first row of this table, the following has been identified: While the Covid-19 pandemic is ongoing, social distancing	In addition to information in the first row of this table, the following has been identified: Consider the impact of Covid19 safety measures on people with disabilities and make adaptations where possible.

		Care including those with disabilities	restrictions impact on our offer for people with disabilities.	Work with colleagues in the Whole Life Disability Team to link in with priorities around supporting independence and wellness.
• **Sex**	Both sexes	See first row for identified benefits	See first row for identified risks.	See first row for mitigations / recommendations.
• **Age**	Older adults	In addition to information in the first row of this table, the following has been identified: The Supportive Communities programme is focused on the older age population in Staffordshire to support and reduce pressures on adult social care.	In addition to information in the first row of this table, the following has been identified: While the Covid-19 pandemic continues, older people will continue to be at greater risk. Older people and adults 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 the information in the first row of this table, the following has been identified: Work with the Digital Leadership Group to deliver the Digital Inclusion Action Plan
• **Religion or Belief**	People of all faith and beliefs	See first row for identified benefits	See first row for identified risks.	See first row for mitigations / recommendations.
• **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**	N/A			
• **Marriage and Civil Partnership**		See first row for identified benefits	See first row for identified risks.	See first row for mitigations / recommendations.

The duty to have due regard to the need to eliminate discrimination also covers marriage and civil partnerships in relation to employment issues.				
Impact on SCC Staff If the proposal affects SCC staff, consider the workforce profile compared against the protected characteristics pre and post change, the impact of job losses, available support for staff, and HR protocols.	All SCC adult social care workforce	The Supportive Communities programme will support the ASC workforce to deliver a strength-based model. There are workforce learning and development opportunities delivered through the Programme.	See first row for identified risks. Supportive Communities has a reliance on 'others' to deliver change and although we can influence & engage there is a risk that the buy in required is not gained. There is a need for effective engagement and communication to encourage behavioural change across the workforce.	In addition to the information in the first row of this table, the following has been identified: 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.

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

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%20COVID19%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 (Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected	Benefits	Risks	Mitigations / Recommendations
Mental Health and Wellbeing Will the proposal impact on the mental health and wellbeing of residents or services that support those with Mental Health issues?	Older adults Adults with mental health conditions Disabled adult citizens including those with a learning disability	The Supportive Communities programme supports older and disabled people to be as independent, healthy and happy as they can be, by building on their existing strengths and circles of support, making best use of community assets. 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	See first row for identified risks.	See first row for mitigations / recommendations.

		more residents and VCSE organisations to support health and wellbeing, such as befriending and peer-support groups.		
Healthy Lifestyles Will the proposal promote independence and personal responsibility, helping people to make positive choices around physical activity, healthy food and nutrition, smoking, problematic alcohol and substance use, and sexual health?	Older adults Adults with mental health conditions Disabled adult citizens including those with a learning disability	The Supportive Communities programme is underpinned by a strong partnership and key lifestyle messages and ways to access services will continue to be promoted and shared through varying communication channels such as training sessions, social media posts etc	Life expectancy for older age people and those with disabilities and/or mental health conditions could be improved by making better lifestyle choices earlier in life.	We will continue to maintain contract and relationship with the Everyone Health Service and other contracted providers to ensure older people especially are supported to make lifestyles changes.
Accidents and Falls Prevention Does the proposal reduce or increase the risk of: falls in older people, childhood accidents, road accidents, or workplace accidents?	Older adults Disabled adult citizens including those with a learning disability	Throughout the Supportive Communities Programme there is key focus on increasing the awareness and knowledge of assistive technologies that can support both independence and wellness.	See first row for identified risks.	Review the current falls prevention strategy to ensure includes an approach to increasing both service users and the workforce awareness of use and how to access assistive technology products.
Access to Social Care Will the proposal enable people to access appropriate interventions at the right time?	Older adults Adults with mental health conditions Disabled adult citizens including those with a learning disability	The Supportive Communities programme supports older and disabled people to be as independent, healthy and happy as they can be, by building on their existing strengths and circles of support, making best use of community assets including	See first row for identified risks.	As part of a strengths-based approach, we will ensure all social work teams are aware of what community prevention support and programmes are available so members of the public can be signposted appropriately.

		those provided by the VCSE sector.		
Independent Living Will the proposal impact on people's ability to live independently in their own home, with care and support from family, friends, and the community?	Older adults Adults with mental health conditions Disabled adult citizens including those with a learning disability	The Supportive Communities programme supports older and disabled people to be as independent, healthy and happy as they can be, by building on their existing strengths and circles of support, making best use of community assets including those provided by the VCSE sector	Digital skills have shown to increase during Covid-19 across all sectors, However, despite positive work to improve digital inclusion during lockdown, the impact on those still digitally excluded is likely to be worse following Covid-19.	In addition to the information in the first row of this table, the following has been identified: Work with the Digital Leadership Group to deliver the Digital Inclusion Action Plan We will provide good quality, accessible information on local support options, activities and advice/guidance and make this available to residents through a variety of different ways and formats to meet their needs.
Safeguarding Will the proposal ensure effective safeguarding for the most vulnerable in our communities?	Older adults Adults with mental health conditions Disabled adult citizens including those with a learning disability	There are workforce learning development opportunities and engagement through the Supportive Communities programme. This includes training on safeguarding and how to protect and support those who are most vulnerable in our communities.	See first row for identified risks.	See first row for mitigations / recommendations.

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

See evidence base above, as well as:

Health and wellbeing strategy 2018 - 2023 - Staffordshire County Council

Staffordshire Observatory - Your health in Staffordshire

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

Category Area (Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected	Benefits	Risks	Mitigations / Recommendations
Economic Growth Will the proposal promote the county as a "go to" location for business, and make it easy for businesses to start up, innovate and expand?	VCSE	The Supportive Communities Programme will invest in building capacity in the VCSE and help mitigate the economic impact of Covid-19 on the sector.	n/a	Na/
Poverty and Income Will the proposal have an impact on income? Will it reduce the gap between high and low earners?	N/A			
Workplace Health and Environments Will the proposal impact on working conditions and	N/A			

the health of Staffordshire's workforce?				
Access to jobs/ Good quality jobs Will the proposal create the right conditions for increased employment in more and better jobs?	N/A			

Evidence Base: (Evidence used/ likelihood/ size of impact)
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 (Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected	Benefits	Risks	Mitigations / Recommendations
Built Environment/ Land Use Will the proposal impact on the built environment and land use?	N/A			
Rural Environment Will the proposal impact on the rural natural environment or on access to open spaces?	N/A	The Supportive Communities programme is underpinned by a strong partnership and key lifestyle messages and ways to access services including open and green spaces will continue to be promoted and shared through varying	Life expectancy for older age people and those with disabilities and/or mental health conditions could be improved by making better lifestyle choices earlier in life.	We will continue to maintain contract and relationship with the Everyone Health Service and other contracted providers to ensure older people especially are supported to make lifestyles changes.

		communication channels such as training sessions, social media posts etc		
Air, Water and Land Quality Will the proposal affect air quality (e.g., vehicle, industrial or domestic emissions), drinking water quality or land quality (e.g., contamination)?	N/A			
Waste and Recycling Will the proposal affect waste (e.g., disposal) and recycling?	N/A			
Agriculture and Food Production Will the proposal affect the production of healthy, affordable and culturally acceptable food?	N/A			
Transport Will the proposal affect the ability of people/ communities/ business to travel? Will the proposal impact on walking/ cycling opportunities?	N/A			
Noise Will the proposal cause disruptive noise?	N/A			

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

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 (Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected	Benefits	Risks	Mitigations / Recommendations
Community Development/ Capacity Will the proposal affect opportunities to work with communities and strengthen or reduce community capacity?	VCSE groups	VCSE sector is a key partner in delivering the Supportive Communities programme. Our focus is on supporting recovery and sustainability of new and existing voluntary and community sector services in communities, and where possible providing them with the tools and resources to succeed.	The VCSE sector has been vital during the COVID 19 response, However, the sustainability of parts of the sector has been affected by the pandemic, and the VCSE will need ongoing support to remain sustainable.	We will ensure appropriate information, advice and guidance is available to support the voluntary and community sector to aid their recovery and provide access to solutions and tools to support their sustainability. For example, the DO-It volunteering platform provides the sector with access to volunteers and stimulate capacity building within communities.

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. |
| **Crime/ Community Safety**
Will the proposal support a joint approach to responding to crime and addressing the causes of crime? | N/A | | | |
| **Educational Attainment and Training**
Will the proposal support school improvement and help to provide access to a good education?
Will the proposal support the improved supply of skills to employers and the employability of residents? | N/A | | | |
| **Leisure and Culture**
Will the proposal encourage people to participate in social and leisure activities that they enjoy? | All age groups | The Supportive Communities programme is underpinned by a strong partnership and key lifestyle messages and ways to access services will continue to be promoted and | | Life expectancy for older age people and those with disabilities and/or mental health conditions could be improved by making better lifestyle choices earlier in life |

		shared through varying communication channels such as training sessions, social media posts etc		Maintain contract and relationship with the Everyone Health Service to ensure older people especially are supported to make lifestyles changes.
Volunteering Will the proposal impact on opportunities for volunteering?	All age groups	The Supportive Communities programme will work with the voluntary and community sector so they can continue to provide services in response to the COVID 19 pandemic and beyond. Our focus is on supporting recovery and sustainability of new and existing voluntary and community sector services in communities, and where possible providing them with the tools and resources to succeed.	The VCSE sector has been vital during the COVID 19 response, However, the sustainability of parts of the sector has been affected by the pandemic, and the VCSE will need ongoing support to remain sustainable. With the ongoing impact of Covid-19, there is a risk that volunteering levels could fall. Many volunteers come from population groups that are at substantial risk of Covid (older adults|)	Ensure good quality, accessible information is available via a range of formats to help people find out about volunteering opportunities and events in their local area, for example via Support Staffordshire and Staffordshire Council of Voluntary Youth Services. This includes encouraging more people to volunteer (both formally and informally), including Staffordshire County Council staff. Ensure the lessons learned regarding working with volunteers are embedded. Develop new approaches to promote volunteering and social action in different groups e.g., younger adults
Best Start Will the proposal impact on parental support (pre or postnatally), which helps to ensure that children are school-ready and have high aspirations, utilising a positive parenting approach?	Children and Families	Work with children and families directorate to align the Supportive Communities programme to the Place Based Approach		

Rural Communities Will the proposal specifically impact on rural communities?	All age groups	The Supportive Communities programme is underpinned by a strong partnership and our work with the voluntary and community sector and with Parish Councils will ensure we will reach those in need in rural communities.		Work with community-based organisations and with district/community services (including those run independently or by volunteers) to develop programmes to reduce rural isolation.
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**.