



Staffordshire  
County Council

## **Community Impact Assessment**

**Name of Proposal:**

Business & Enterprise, Skills Additional Resources

**Project Sponsor:**

Darryl Evers, Director for Economy, Infrastructure and Skills

**Project Manager:**

Anthony Hodge, Assistant Director for Business and Enterprise

**Date Completed:**

**06/12/21**

## 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**' will be uploaded as part of the **Cabinet Papers**. The full CIA document will be uploaded 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. 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><b>Please note:</b></p> <ul style="list-style-type: none"> <li>• Potential impacts should <b>not</b> be included if it is considered highly unlikely that they would occur.</li> <li>• Where <b>no major impacts</b> have been identified, please state N/A.</li> <li>• Due to the publication of CIAs, it is <b>advisable not to record personal details of members of the public</b>, such as names or addresses.</li> </ul>			
<p><b>Evidence Base: (Evidence used/ likelihood/ size of impact)</b>            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

### 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?

<b>Protected Characteristics:</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
<b>Race</b>	None	Activity as a result of this investment will be equally available to all regardless of their race	People from a particular race background may feel excluded	The opportunities that result from this activity will be widely published using a variety of activities to ensure no group or individual feels excluded.
<b>Disability</b>	The proposals could present some impacts for people with physical disability (for example. those with limited mobility and those with reduced vision)	The design of proposals will be compliant with relevant legislation to ensure equity of access for all. In many respects the proposals should offer betterment against the current baseline situation.	That proposals would lead to new programmes and projects with which people may be unfamiliar.	That the requirements of all groups are fully considered as part of the detailed design processes to ensure no negative impacts for people with any disabilities.
<b>Sex</b>	None	N/A	N/A	N/A
<b>Age</b>	None	N/A	N/A	N/A
<b>Religion or Belief</b>	None	N/A	N/A	N/A
<b>Gender Reassignment</b>	None	N/A	N/A	N/A
<b>Sexual Orientation</b>	None	N/A	N/A	N/A

<b>Protected Characteristics:</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
<b>Pregnancy and Maternity</b>	None	N/A	N/A	N/A
<b>Marriage and Civil Partnership</b>	None	N/A	N/A	N/A
The duty to have due regard to the need to eliminate discrimination also covers marriage and civil partnerships in relation to employment issues.				
<b>Impact on SCC Staff</b>	The proposals relate to business start up and support, pipeline development, skills development and regulatory work. There are unlikely to be any impacts on SCC staff other than positive through creating more capacity and opportunity.	Increased capacity removing some pressure on staff and enabling them to do more for the communities of Staffordshire thereby helping with their sense of achievement.  Ensuring we have projects in place that are ready to go for funding applications.	We need to be mindful that SCC staff will not be able to apply and they would be required to declare if a close member of their family applied for business support	Clear communication with staff so they understand potential misuse of public funds.  Ensure a constructive work environment where staff are required and are comfortable to declare any interests so they can be taken out of potentially difficult situations with processing applications for support.
<b>Evidence Base: (Evidence used/ likelihood/ size of impact)</b>				
The evidence used is based on experience of existing work practices and programmes and is deemed to be proportionate to these proposals.				
The size of the impacts identified above are expected to be minimal and can be managed through relevant processes and safeguards built into the delivery of the relevant work streams.				

## 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.

<b>Category Area</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
<b>Mental Health and Wellbeing</b>	None	N/A	N/A	N/A
Will the proposal impact on the mental health and wellbeing of residents or services that support those with Mental Health issues?				
<b>Healthy Lifestyles</b>	The Marmot review found the importance of having a job was central to improving people's life quality and opportunity. The additional capacity and programmes have at their core the objective of increasing access to, ability to secure and availability of work.	Improved health outcomes as a consequence of wider determinants of employment.	There are no immediate risks other than we cannot access the people in most need.	A varied and comprehensive marketing campaign
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?				
<b>Accidents and Falls Prevention</b>	None	N/A	N/A	N/A
Does the proposal reduce or increase the risk of: falls in older people, childhood accidents, road accidents, or workplace accidents?				
<b>Access to Social Care</b>	One of the objectives of having people in employment and as a consequence the opportunity for a healthy lifestyle will be to reduce their demands on	Having a job is likely to make people more active together with associated health benefits	The risks to the programme are modest other than process	Robust governance and procedures to be put in place based on extensive experience.
Will the proposal enable people to access appropriate interventions at the right time?				

<b>Category Area</b> (Areas highlighted are suggestions only and there may be other impacts in these categories)	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
	the Social Care system			
<b>Independent Living</b> 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?	None	N/A	N/A	N/A
<b>Safeguarding</b> Will the proposal ensure effective safeguarding for the most vulnerable in our communities?	None	N/A	N/A	N/A
<b>Evidence Base: (Evidence used/ likelihood/ size of impact)</b>				
Primary evidence base is the Marmot review and an appreciation of the wider determinants of health.				

## Economy

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

<b>Category Area</b> (Areas highlighted are suggestions only and there may be other impacts in these categories)	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
<b>Economic Growth</b> 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?	The proposals support the delivery of infrastructure to enable sustainable growth. To increase capacity within planning regulation, urban regeneration and economic growth including business start-	The proposals include significant opportunity to indirectly and directly improve the conditions for new business growth.	Businesses finding other locations more preferable.	We are working to create a great product in a central location of the country. Any loss of market will be mitigated by the quality of the product in addition to a comprehensive marketing campaign.

<b>Category Area</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
	ups. The programme objectives are to start up, innovate and expand.			
<b>Poverty and Income</b>	Potential for lower income individuals to increase their income.	By creating the conditions for new economic growth, there are likely to be more, better paid opportunities for the local workforce.	Individuals from lower income backgrounds are not able to access opportunities.	Ensure opportunities are accessible both in respect of physical/connectivity access and through skills and employability provision.
Will the proposal have an impact on income? Will it reduce the gap between high and low earners?				
<b>Workplace Health and Environments</b>	Potentially all local employees	Potentially positive impacts through improved access to jobs including starting your own business or investment opportunities.	Limited take up of the grants or failure to secure external grant funding through government programmes	Clear communication with all citizens of the activity and opportunity.
Will the proposal impact on working conditions and the health of Staffordshire's workforce?				
<b>Access to jobs/ Good quality jobs</b>	Potentially all local residents	By creating the conditions for employment growth, there is further opportunity for people to access good jobs. Ultimately the profile of employment will depend on the individuals engaging with the programme and the infrastructure we are able to deliver.	People don't come forward to engage or we are unsuccessful in securing government funds	Drawing on the skills and expertise of the team to create a first-class pipeline of projects for government to consider in addition to widely marketing the grants/supports programmes in various forms of media.
Will the proposal create the right conditions for increased employment in more and better jobs?				
<b>Evidence Base: (Evidence used/ likelihood/ size of impact)</b>				

<b>Category Area</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Commercial property advice, Socio-economic contextual information and experience from previous developments and projects.				
The potential impacts (largely positive) could be significant and are presumed to have a good degree of likelihood when the project has been delivered.				

## 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?

<b>Category Area</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
<b>Built Environment/ Land Use</b>	Potentially all users of the surrounding built environment and wider land use.	The proposals will deliver employment primarily for micro and SMEs also linked to the provision of infrastructure to deliver larger scale sites preferably on 'brownfield' land which has been vacant for some time.	There are minimal risks providing other mitigating factors are advanced including the development of sustainable modes of transport and digital connectivity	Working across teams to ensure any environmental impact is mitigated against or off set.
Will the proposal impact on the built environment and land use?				
<b>Rural Environment</b>	There is potential impact through infrastructure provision	The programme will develop a robust and growing economy in Staffordshire. Ideally this will prevent people from having to travel further afield for	There are minimal risks other than the presence of new infrastructure and subsequent development, together with its relationship	The statutory planning process will safeguard the amenity of the rural environment as a result of infrastructure improvements. These will have the objective of people being able to move
Will the proposal impact on the rural natural environment or on access to open spaces?				

		employment. Proposals will have a green thread running through them to work to ensure rural impact is minimised.	with the surrounding environment.	around more freely, less congestion and therefore improved air quality.
<b>Air, Water and Land Quality</b>	Potentially impact on wider air quality due to increased vehicle movements through infrastructure.	Modern infrastructure designed to have a minimum impact on the environment.	Increased pollution from vehicle movements (both for employees and vehicles servicing end user operations)	Travel Plan as part of statutory planning process to ensure sustainable travel modes wherever possible. Potential to minimise vehicle movements and to encourage electric vehicles etc. by end users
Will the proposal affect air quality (e.g. vehicle, industrial or domestic emissions), drinking water quality or land quality (e.g. contamination)?	No anticipated change to water and land quality.			
<b>Waste and Recycling</b>	Additional demand for service	N/A	Additional demand for services	Design efficient approaches to waste management into proposals
Will the proposal affect waste (e.g. disposal) and recycling?				
<b>Agriculture and Food Production</b>	No	N/A	N/A	N/A
Will the proposal affect the production of healthy, affordable and culturally acceptable food?				
<b>Transport</b>	Proposals will include new cycling and walking infrastructure across the county.	New cycling and walking infrastructure to improve local connectivity.	N/A	N/A
Will the proposal affect the ability of people/communities/business to travel? Will the proposal impact on walking/cycling opportunities?				
<b>Noise</b>	For infrastructure there will be some noise disruption through the construction and operational phases if funding is secured as part	N/A	Risk of noise disruption during construction.  Some business and commercial activities will	Statutory planning process and design of development will minimise any resultant noise implications.
Will the proposal cause disruptive noise?				

	of the bidding process.		have an element of noise attached to them although these will be within the parameters of industrial and associated uses.	
<b>Climate Change</b>	There are likely to be carbon related implications related to the proposals to grow the economy.	Proposals are being designed with sustainability in mind.	Additional travel to and from locations of businesses.	Accessibility to business areas by sustainable modes to be encouraged .  Green thread will be enshrined through grant propositions and infrastructure proposals.
Does this proposal have any Climate Change implications?				

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

We have a growing population and the need to help them to generate and deliver economic activity is vital to their own standard and quality of life as well as the collective community of Staffordshire.

### 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. Strategic Delivery Managers (SDMs) 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.

<b>Category Area</b>	<b>Which groups will be affected?</b>	<b>Benefits</b>	<b>Risks</b>	<b>Mitigations / Recommendations</b>
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
<b>Community Development/ Capacity</b>	Potential opportunities for community groups may emerge as the proposals are further developed.	TBC	TBC	TBC
Will the proposal affect opportunities to work with communities and strengthen or reduce community capacity?				
<b>Crime/ Community Safety</b>	Infrastructure to be designed with community safety in mind	To be designed to appropriate British standards	NA	NA
Will the proposal support a joint				

approach to responding to crime and addressing the causes of crime?				
<b>Educational Attainment and Training</b>	Potential for new entrants into the labour market through employment opportunity.	Proposals would include education/skills components subject to the demand from relevant providers.  In developing new and thriving business communities, there is a chance to truly raise aspirations among local communities.	Opportunities are not open to local individuals.	Potential to develop joint work and skills plans as part of proposals to link opportunities for end users.
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?				
<b>Leisure and Culture</b>	No	N/A	N/A.	N/A
Will the proposal encourage people to participate in social and leisure activities that they enjoy?				
<b>Volunteering</b>	No	N/A	N/A	N/A
Will the proposal impact on opportunities for volunteering?				
<b>Best Start</b>	No	N/A	N/A	N/A
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?				
<b>Rural Communities</b>	No	N/A	N/A	N/A
Will the proposal specifically impact on rural communities?				
<b>Evidence Base: (Evidence used/ likelihood/ size of impact)</b>				
End users for the programmes have not been identified at this stage so at this point estimated impacts have been identified.				

## Submitting a CIA

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**' will be submitted as part of the **Cabinet Papers**. The Full CIA document will be submitted as a **Background Paper**.