

# Community Impact Assessment

Part 1 – Details		
What Policy/ Procedure/ Strategy/Project/Service is being assessed?	Quarter 1 Performance Report 2024-25	
Date Conducted	1 August 2024	
Name of Lead Officer and Service Area	Zoe Wolicki, Assistant Director People	
Commissioning Team (if applicable)		
Director Responsible for project /service area	Anica Goodwin, Executive Director Organisation	
Who are the main stakeholders	Corporate Management Team (CMT) and Elected Members	
Describe what consultation has been undertaken. Who was involved and what was the outcome	Corporate Management Team have reviewed and agreed the report	
Outline the wider research that has taken place (E.G. commissioners, partners, other providers etc)	N/A	
What are you assessing? Indicate with an 'x' which applies	A decision to review or change a service	<input type="checkbox"/>
	A Strategy/Policy/Procedure	X
	A function, service or project	<input type="checkbox"/>
What kind of assessment is it? Indicate with an 'x' which applies	New	x
	Existing	<input type="checkbox"/>
	Being reviewed	<input type="checkbox"/>
	Being reviewed as a result of budget constraints / End of Contract	<input type="checkbox"/>

## Part 2 – Summary of Assessment

Give a summary of your proposal and set out the aims/ objectives/ purposes/ and outcomes of the area you are impact assessing.

To submit quarter 1 performance report to corporate scrutiny and cabinet for endorsement

Who will be affected and how?

The whole organisation is impacted by the report  
Residents, businesses, visitors, voluntary sector and partner organisations

Are there any other functions, policies or services linked to this impact assessment?

Yes  No

If you answered 'Yes', please indicate what they are?

All services/ functions are covered by this report

## Part 3 – Impact on the Community

Thinking about each of the areas below, does or could the Policy function, or service have a direct impact on them?

Impact Area	Yes	No	Reason (provide brief explanation )
Age		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Disability		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Gender Reassignment		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Marriage and Civil Partnership		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Pregnancy & Maternity		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Race		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Religion or belief		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment
Sexual orientation		<input checked="" type="checkbox"/>	All individual strategic projects covered by this performance report has their own individual impact assessment

Sex		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Gypsy/Travelling Community		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those with caring/dependent responsibilities		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those having an offending past		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Children		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Vulnerable Adults		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Families		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those who are homeless		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those on low income		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those with drug or alcohol problems		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those with mental health issues		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Those with physical health issues		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Social inclusion Please include refugees and asylum seekers,		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Social inclusion: Armed Forces The Armed Forces Covenant is a pledge that together we acknowledge and understand that those who have served in the armed forces, and their families, should be treated with fairness and respect and any impact should be considered		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Health and Wellbeing		X	All individual strategic projects covered by this performance report has their own individual impact assessment
Climate Change		X	All individual strategic projects covered by this performance report has their own individual impact assessment

## Part 4 – Risk Assessment

From evidence given from previous question, please detail what measures or changes will be put in place to mitigate adverse implications. this includes climate change considerations

This is the section in which to please outline any actions to mitigate negative or enhance positive impacts in terms of economic, environmental or wider societal considerations, and actions to review and monitor the overall impact of the change accordingly.

Impact Area	Details of the Impact	Action to reduce risk
CIA's will need to be undertaken on each priority area and service change identified	None specifically identified at this stage	Ensure robust evidence is gathered and used to identify priority areas and ensure any action is baselined and has a clear measure or outcome to track.

## Part 5 - Action Plan and Review

Detail in the plan below, actions that you have identified in your Community Impact Assessment, which will eliminate discrimination, advance equality of opportunity and/or foster good relations.

If you are unable to eliminate or reduce negative impact on any of the impact areas, you should explain why

Impact (positive or negative) identified	Action	Person(s) responsible	Target date	Required outcome
n/a	Outcomes and Actions entered onto Pentana	Service Manager/ AD	31.3.2025	Strategic project impacts up to date on pentana

Date of Review (If applicable) : 23 July 2024

Guidance and form updated July 2023 following CMT approval.

This page is intentionally left blank