

SECTION 1: CIA SUMMARY
Community Impact Assessment: Summary
1. Name of service, policy, function or criteria being assessed:

Neighbourhood Working

2. What are the main objectives or aims of the service/policy/function/criteria?

Involving residents in local decision making and action planning through:

- Ward Profiles – with data, demographics and ward statistics
- Ward Priorities – set using data, local knowledge and feedback from residents
- The Communities and Equalities Team, working with other Council teams and community partners on ward issues
- Engagement Activities – public meetings/events designed to be flexible in style and frequency
- Ward Teams – partners in the ward coming together to deliver on the ward priorities and allocate devolved budgets

3. Name and Job Title of person completing assessment:

Charlie Croft

4. Have any impacts been Identified?

Yes

Community of Identity affected:

All

Summary of impact:

The new way of working will facilitate greater involvement of all communities of identity in local decision making

5. Date CIA completed: 28 January 2015

6. Signed off by:

CD. Croft

7. I am satisfied that this service/policy/function has been successfully impact assessed.

Name:

Position:

Date:

8. Decision-making body:	Date:	Decision Details:
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Send the completed signed off document to ciasubmission@york.gov.uk It will be published on the intranet, as well as on the council website.
Actions arising from the Assessments will be logged on Verto and progress updates will be required

Community Impact Assessment (CIA)

Community Impact Assessment Title:

Neighbourhood Working

What evidence is available **to suggest that the proposed service, policy, function or criteria could have a negative (N), positive (P) or no (None) effect** on quality of life outcomes? (Refer to guidance for further details)

Can negative impacts be justified? **For example: improving community cohesion; complying with other legislation or enforcement duties; taking positive action to address imbalances or under-representation; needing to target a particular community or group e.g. older people.** NB. Lack of financial resources alone is NOT justification!

Evidence:

1.The Big York survey 2012 highlighted that: 29% of people agree that they can influence decisions affecting their local area, compared to 42% who disagree with 28% being neutral on the matter.

2.Two workshops have been held with the Equality Advisory Group to inform this CIA, in 2010 and again in 2014. Issues raised included: improving marketing of residents meetings using a variety of methods, style of meetings need to be approachable, inclusive, accessible and welcoming for all, explanation of processes and roles, more input and participation from residents, address training and development for officers and elected members.

3. Corporate and Scrutiny Management Committee carried out an Equalities Scrutiny Review under the following aims:

To encourage wider involvement in the Council's democratic traditions i.e. elections, decision making and community engagement, by raising awareness across York's Communities of Identity (COIs), and in particular those who have protected characteristics under the Equality Act 2010. The final report can be found here: <http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&MId=8332&Ver=4> . Recommendations were made on a range of issues including equality awareness training, improved access to information for COI, awareness raising on the democratic process.

4. A survey of ward teams was carried out in 2014 with ward team members, the results of which are being used to inform the Neighbourhood Working model.

The form below has been set out by the key themes of the paper.

1. Communications - Ensuring Information about ward engagement activity reaches residents				
Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Scrutiny topic EAG workshops			Positive	None
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date

<p>Impacts on COIs regarding communications about ward information has been noted from the consultations highlighted earlier in this document.</p> <p>Disability – barriers identified from engagement with people with learning difficulties that information is not in accessible format.</p>	<p>No</p>	<ul style="list-style-type: none"> It is intended at the start of the year for the Ward Team to meet and set out an engagement plan to reflect the needs of the community. This will be informed by community mapping, local knowledge and ward team members including ward councillors. Each aspect of the Engagement Plan will be supported by a Community Impact Assessment approach to ensure fairness and equality against all the COIs (Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex, Sexual Orientation and carers of older and disabled people.) <p>Ensure ‘easy read’ communication methods are used and officers are supported through awareness training.</p>		
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Race – language barriers identified for written communications		<p>Race - talk to support organisations and BME communities to find out how best to reach target groups with accessible information</p> <p>Awareness raising and training for ward teams as part of the roll out of the Neighbourhood Working model. Use Community of Interest Forums and Voluntary sector newsletters to promote process and opportunities for involvement eg resident forums</p>		
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2. Having effective resident meetings in public

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)	
Scrutiny topic EAG workshops		Positive	None	
Details of Impact	<i>Can negative impacts be</i>	Reason/Action	Lead Officer	Completion Date

	<i>justified?</i>			
<p>The impact of having public meetings may be negative for a range of COIs for a number of reasons.</p> <p>Disability – unable to access public meetings due to inaccessible venues, lack of support for Deaf and hearing impaired etc</p> <p>Pregnancy and Maternity – timings of evening meetings don't allow for parents with small children to attend</p> <p>Attending a public meeting is not for everyone and may not be appropriate method to use.</p>	<p>No</p>	<p>In order to address this it is intended at the start of the year for the Ward Team to meet and set out an engagement plan to reflect the needs of the community.</p> <p>Disability – continue to ensure accessible venues are used (currently doing an assessment of our venues list), use DisabledGo website.</p> <p>The ward engagement plan will help to deliver meetings at times which suit our communities of identity or which are designed around external events.</p> <p>Race –ward profile data and community mapping will help us to identify the make up of the ward which will inform the ward engagement plan and preferred ways of engagement.</p>		

		Awareness raising and equality training for ward teams as part of the roll out of the Neighbourhood Working model. This will ensure that public meetings can be safe, welcoming and accessible for our communities of identity.		
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3. Involving residents in local decision making and action planning:

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Scrutiny topic EAG workshops			Positive	None
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
		It is intended at the start of the year for the Ward Team to meet and set out an engagement plan to reflect the		

		<p>needs of the community.</p> <p>This will involve a clear accessible explanation of the process of action planning and how residents can be involved.</p> <p>A range of mechanisms for involvement will be offered to give resident different ways of engagement to suit them.</p>		
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4. Ward Teams – partners in the ward coming together to deliver on the ward priorities and allocate locally devolved budgets

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Scrutiny topic EAG workshops Survey of ward teams			Positive	Positive
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date

		<p>It is intended at the start of the year for the Ward Team to meet and set out an engagement plan that reflects the needs of the community.</p> <p>Clear and accessible information will be provided to explain processes of devolved budgets at a ward level.</p> <p>Ward Teams – the impact on staff, stakeholders and residents who may attend ward team meetings will be considered through equality and diversity training as part of the roll out of the Neighbourhood Working model.</p>		
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