

COMMUNITY IMPACT ASSESSMENT INITIAL SCREENING FORM

Name of Community Impact Assessment (the policy, decision, strategy, programme, procedure, action plan, function or service etc.):	CAPITA SAVINGS Fraud / Visiting Officer Function	
Officer Name(s):	Andrew Buckle	
Job Title & Location:	Head of Customer Services	
Service Area/ Team:	Customer Services	
Telephone & Email Contact:	01706 238606 andrewbuckle@rossendalebc.gov.uk	
Date Assessment:	Commenced: 22/10/2010	Completed: 13/12/2010

Is the policy¹ or decision under review (please tick)

New/Proposed

Modified/adapted

Existing

1. Scope of the Community Impact Assessment
This CIA covers the removal of the Rossendale Visiting Officer and the functions being performed by the Fraud Inspectors.
2. Aims & Objectives – summaries the main aims/objectives of the policy, decision, strategy, action plan, project or procedure (please refer to CIA Guidance for details)
Rossendale Borough Council has carried out Business Process Redesign and has identified that the visiting Officer function can be carried out by the Fraud Inspectors. The Fraud Inspectors are highly skilled in the area of Benefits and as such this function could be integrated into their work plan. The proposed changes in service will support the specific aims of: <ul style="list-style-type: none"> • Improving customer satisfaction • Provide equal access to services The STAN bus will also allow customers gain access to all Council services from their local area.

¹ Policy can be defined as a policy document, decision, strategy, function, service, action plan, programme, procedure, initiative or process.

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3. Impact – Could a particular group of people be affected differently in either a negative or positive way?				
	Positive Impact – it could benefit	Negative Impact – it could disadvantage/ affect differently	Neutral Impact (Neither)	Please indicate whether this is high (H), medium (M) or low (L). If a negative impact is identified please complete a Full CIA ²
Women	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Men	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Race (Ethnicity or Nationality) – BME or Majority Population - please state which group(s):	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
People with a disability (physical, learning/ mental health)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Lesbians, gay men and bisexual people	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Transgendered people	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Older people (60+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Younger people (17-25), and children	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Religious / Faith groups³	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact
Other excluded groups (e.g. careers, rurally isolated, gypsies & roma travelers, people on low incomes etc.). Please state which group(s):	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No impact

Is a Full Community Impact Assessment required? Yes: No:

Head of P&P signature: Liz Sandiford

Lead Officer signature: Andrew Buckle

Date: 22/10/2010

² If you have identified any negative impact you *will* need to complete a Full Community Impact Assessment. If there are no negative impacts identified you do not need to complete a Full Community Impact Assessment.

³ Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs, and Hindus. Consider faith categories individually and collectively when considering positive and negative impacts.

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