

## **Community Impact Assessment**

## **Checklist & Signature Sheet**

This should be commenced at the start of the Community Impact Assessment (CIA) process.

Name of Strategy/Policy/ Service or Function:	Refreshed Procedure for Issuing Funding to Outside Bodies		
nitial CIA X Full CIA			
Please check the following steps	have been completed before signing below:		
•	mpleted eted (where appropriated) It Officers/Service Areas/Partners		
Signed:C A Price			
Job Title: Area Manager Date commenced Assessment:21	Department: Communities Team 1/2/11 Date completed: 28/2/11		
Received by and date received in Please sign the CIA as indicate to:	the People & Policy Team: d above, retain a copy and send a copy of the CIA		
Liz Murphy Head of People and Policy Rossendale Borough Council Stubbylee Hall Stubbylee, Bacup Rossendale OL13 0DE <u>lizmurphy @rossendalebc.gov.l</u>	<u>uk</u>		
MANAGEMENT ACTION REQU	IRED (to be completed by the Head of P&P)		
<ul> <li>Referred back to Assessor for</li> <li>Refer to Committee:</li> <li>Considered by Community Im</li> <li>Published/made publicly avail</li> </ul>	(specify committee & date) spact Assessment & Scrutiny Group: (date)		
Signed: Date of Review <sup>1</sup> :	(Head of P&P) Date:		

<sup>&</sup>lt;sup>1</sup> This date will be set on an annual basis as default for review unless otherwise specified by you.

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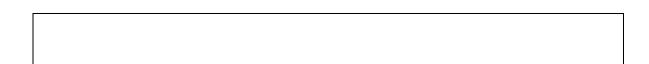
## **COMMUNITY IMPACT ASSESSMEMT INITIAL SCREENING FORM**

Name of Community Impact Assessment (the policy, decision, strategy, programme, procedure, action plan, function or service etc.): Officer Name(s):	Refreshed procedure for issuing funding to outside bodies  Catherine Price		
Officer Hame(s).	Catherine Price		
Job Title & Location:	Area Manager, Stubbylee Hall, Bacup		
Service Area/ Team:	Place Directorate / Communities Team		
Telephone & Email Contact:	01706 252541 / catherineprice@rossendalebc.gov.uk		
Date Assessment:	Commenced: 21/2/11	Completed: 28/2/11	
Is the policy <sup>2</sup> or decision under review (please tick)  New/Proposed			
To review the proposals for the development of a robust, open and transparent criteria for the award and distribution of grant funding, including guidance for applicants, application form, scoring matrix and evaluation panel.			
2. Aims & Objectives – summaries the main strategy, action plan, project or procedure (p	-		
<ol> <li>To put forward proposals for the award and distribution of grant funding;</li> <li>That the proposals include robust, open and transparent criteria for the award of funding;</li> <li>That drafts of the application forms, scoring matrix and evaluation panel be presented to Over view &amp; Scrutiny</li> </ol>			

<sup>&</sup>lt;sup>2</sup> 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 <sup>3</sup>
Women			X	
Men			X	
Race (Ethnicity or Nationality) – BME or Majority Population - please state which group(s):			Х	
People with a disability (physical, learning/ mental health)			X	
Lesbians, gay men and bisexual people			X	
Transgendered people			Х	
Older people (60+)	Х			М
Younger people (17-25), and children	Х			М
Religious / Faith groups <sup>4</sup>			Х	
Other excluded groups (e.g. carers, rurally isolated, gypsies & roma travelers, people on low incomes etc.). Please state which group(s):	Х			M
Is a Full Community Impact Assessment required? Yes:  No: X Head of P&P signature:				
Lead Officer signature: C A Price			Date:	

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<sup>&</sup>lt;sup>3</sup> 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.

<sup>4</sup> 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.