

# **WEST DUNBARTONSHIRE COUNCIL**

## **Report by the Chief Executive**

**Social Justice Committee: 13 June 2007**

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**Subject: Integrated Impact Assessment**

### **1. Purpose**

- 1.1** The report presents an approach to integrated impact assessment which responds to the Council's obligations in respect to race, disability and gender equality, and to its role as a health improvement authority.

### **2. Background**

- 2.1** Impact assessment should identify how a policy or service affects the wellbeing of different groups of people who may be disadvantaged by it and, in particular, should identify unintended consequences of policy. Legislation on race, disability and gender equality requires impact assessments on new or significantly changing policies, and on key services. It is also included in its role as a health improvement agency.

### **3. Main Issues**

- 3.1** The attached paper sets out an integrated approach to impact assessment in which race, disability and gender equality are included in a single process along with health improvement. The guidance has been drawn up in the course of a number of pilot assessments and will be subject to further development as the approach is implemented.
- 3.2** Integrated impact assessment (IIA) consists of a series of stages which are set out in the attached guidelines. These are:-
- Identification of policies and services for assessment
  - Screening of policies and services using key questions
  - Further information gathering and consultation where required
  - Reporting on assessments
  - Monitoring ongoing impact
- 3.3** The successful implementation of IIA will require the actions set out below.

### Planning Assessments and Staff Training

- 3.4** Staff from the Chief Executive's policy unit will meet with service managers to identify policies which will require assessment and a timetable for assessment of existing services that ties in as far as possible with service arrangements. This will be followed by training for relevant staff in the assessment process. Early assessments will involve staff from the policy unit, which will assist the development of expertise among service staff.

### Consultation

- 3.5** The assessment process may require consultation with representatives of the groups who may be affected by a policy or service. This will require further development of some aspects of the Council's capacity to consult with its communities.

### Reporting

- 3.6** Reports to Committee and Council should refer to the impact assessment process and guidance will be provided to officers responsible for drawing up reports. A summary of impact assessments will be presented to Committee annually, and will be included in public reporting of the Council's approach to equalities and health improvement.

## **4. Personnel Issues**

- 4.1** The report has no direct personnel implications.

## **5. Financial Implications**

- 5.1** The report has no direct financial implications.

## **6. Risk Analysis**

- 6.1** Impact assessment is intended to identify and alleviate unintended consequences and will contribute to the reduction of risk.

## **7. Conclusions**

- 7.1** The report sets out an approach to impact assessment and the actions required to implement it. Committee is asked to recognise that the guidance will develop further as the approach is implemented.

## **8. Recommendations**

- 8.1** Committee is asked to approve of the approach to integrated impact assessment.

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**David McMillan**  
**Chief Executive**  
**Date: 30 May 2007**

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<b>Person to Contact:</b>	Lewis Morrison Policy & Development Officer - Disability & Access. Tel. 01389 737201 lewis.morrison@west-dunbarton.gov.uk
<b>Appendix:</b>	Integrated Impact Assessment: Draft Guidelines and Proforma
<b>Background Papers:</b>	None
<b>Wards Affected:</b>	All wards are affected