

# Dundee Integration Joint Board Integrated Impact Assessment

Part 1 - Pre-Integrated Impact Assessment Screening.

NB For Dundee City Council Committees the Citrix Firm Step Process must be used.

This word document can be completed and information transferred to Firm Step if required.

<b>Title of Report/Project/Strategy</b>	Property Strategy Update
<b>Lead Officer for Report/Project/Strategy (Name and Job Title)</b>	Jenny Hill, Head of Service Health and Community Care
<b>Name and email of Officer Completing the Screening Tool</b>	Kathryn Sharp, kathryn.sharp@dundeecity.gov.uk
<b>List of colleagues contributing information for Screening and IIA</b>	Jenny Hill, Head of Service Health and Community Care
<b>Screening Completion Date</b>	22 March 2023
<b>Name and Email of Senior Officer to be Notified when Screening complete</b>	Vicky Irons, Vicky.iron@dundeecity.gov.uk

<b>Is there a clear indication that an IIA is needed? Mark one box only</b>		
<input type="checkbox"/>	<b>YES</b>	Proceed to IIA
<input checked="" type="checkbox"/>	<b>NO</b>	<i>Continue with Screening Process</i>

<b>Is the purpose of the Committee document the approval of any of the following Mark one box either Yes or No</b>				
<i>NB When yes to any of the following proceed to IIA document.</i>				
	<b>Yes</b>		<b>No</b>	
A major Strategy/Plan, Policy or Action Plan	<input type="checkbox"/>	<i>Proceed directly to IIA</i>	<input checked="" type="checkbox"/>	<i>Continue with Screening Process</i>
An area or partnership-wide Plan	<input type="checkbox"/>	<i>Proceed directly to IIA</i>	<input checked="" type="checkbox"/>	<i>Continue with Screening Process</i>
A Plan, programme or Strategy that sets the framework for future development consents	<input type="checkbox"/>	<i>Proceed directly to IIA</i>	<input checked="" type="checkbox"/>	<i>Continue with Screening Process</i>
The setting up of a body such as a Commission or Working Group	<input type="checkbox"/>	<i>Proceed directly to IIA</i>	<input checked="" type="checkbox"/>	<i>Continue with Screening Process</i>
An update to a Plan	<input type="checkbox"/>	<i>Proceed directly to IIA</i>	<input checked="" type="checkbox"/>	<i>Continue with Screening Process</i>

**There a number of reports which do not automatically require an IIA.** If your report does not automatically require an IIA you should consider if an IIA is needed by completing the checklist on following page.

**These include:** An annual report or progress report on an existing plan / A service redesign. / A report on a survey, or stating the results of research. / Minutes, e.g. of Sub-Committees. / A minor contract that does not impact on the wellbeing of the public. / An appointment, e.g. councillors to outside bodies, Senior officers, or independent chairs. / Ongoing Revenue expenditure monitoring. / Notification of proposed tenders. / Noting of a report or decision made by another Committee including noting of strategy, policies and plans approved elsewhere.

**Only complete the checklist on the following page whenever your report does not automatically require an Integrated Impact Assessment otherwise delete the page prior to proceeding to IIA.**

# Dundee Integration Joint Board Integrated Impact Assessment

Part 1 (continued) Pre-Integrated Impact Assessment Screening.

**Screening Checklist for IIA Completion.** When yes to any of the following proceed to IIA document.

Mark one box only either Yes or No.

<b>Will the recommendations in the report impact on anyone in relation to any of the Protected Characteristics?</b> <i>Age; Disability; Gender Reassignment; Marriage &amp; Civil Partnerships; Pregnancy &amp; Maternity; Race / Ethnicity; Religion or Belief; Sex; Sexual Orientation.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on People's Human Rights?</b> <i>For more information on Human Rights visit: <a href="https://www.scottishhumanrights.com">https://www.scottishhumanrights.com</a></i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on anyone residing in a Community Regeneration Area (CRA)?</b> <i>Within the 15% most deprived areas in Scotland according to the 2020 Scottish Index of Multiple Deprivation.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on anyone in more vulnerable types of households?</b> <i>Lone parent families (especially single female parents); households with a greater number of children and/or young children; pensioner households (single or couple)</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on anyone experiencing the following issues?</b> <i>Unskilled or unemployed and of working age; serious and enduring mental health; homelessness (potential homelessness); drug and/or alcohol.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on anyone in the following more vulnerable groups?</b> <i>Offenders and ex-offenders; looked after children and care leavers; carers.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on any of the following?</b> <i>Employment; education &amp; skills; benefit advice / income maximisation; childcare; affordability and accessibility of services.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report on Climate Change or Resource Use?</b> <i>Mitigating greenhouse gases; adapting to the effects of climate change. or Energy efficiency &amp; consumption; prevention, reduction, re-use, recovery or recycling waste; sustainable procurement.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on Transport?</b> <i>Accessible transport provision; sustainable modes of transport.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on the Natural Environment?</b> <i>Air, land or water quality; biodiversity; open and green spaces.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<b>Will the recommendations in the report impact on the Built Environment?</b> <i>Built heritage; housing.</i>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Yes. Proceed to IIA.</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>No. Continue Screening Process</b>
<p><i>When no to everything in the above screening process you must contact 'Senior Officer to be Notified on Completion' and present a copy of this Screening tool with IJB Report. Otherwise proceed to IIA.</i></p> <p>* Transfer information into the Firm Step Process when report is progressing to Council Committee.</p>		

The following document includes all questions in DCC IIA- The Dundee City Council IIA Guidance document can be found [here](#).

