

Integrated Impact Assessment

Name of the service, policy, strategy or project being assessed	Review of Fees and Charges – Bereavement Services		
What does the service, policy, strategy or project do?	Bereavement Services		
Who is it intended to benefit and how?	Residents and non-residents requiring bereavement services		
Officer responsible for completing the assessment	Jo Oliver/James Thomson		
Date of Assessment	03/01/2018	Date of Review	03/01/2019

Introduction

What is an Integrated Impact Assessment?

The integrated impact assessment is a tool to ensure that any policy, project or service is assessed to consider any positive or negative impacts for Chorley residents with regards to equalities, health or sustainability. It is important that this is done in a timely manner and ideally it should precede the start of the project, policy or strategy concerned.

Why do we need to do Impact Assessments?

Chorley Council is committed as a community leader, service provider and employer that we will work to ensure that everybody is afforded equality of opportunity and good life chances. The Impact Assessment is a tool we use to ensure that we fulfil these commitments, and thus meet our legal duties.

Quick Steps for Completion

1. There are four sections;
 - Equality – This section considers the impact on our 10 equality strands, which are; age, disability, gender re-assignment, pregnancy and maternity, race, religion and belief, rurality, marriage and civil partnerships, sex and sexual orientation.. When completing this section, reference should be made to the Council's [Equality Scheme](#)
 - Health – the impact on potential health impacts. There is a link in the section to the current public health observatory information
 - Reputation – the impact on the Council's reputation and our ability to deliver our key priorities. Reference should be made to the Council's [Corporate Strategy](#)
 - Sustainability – the impact on environmental and sustainability issues. Reference should be to the climate change strategyEach section has a number of questions which should be given a rating, and evidence given for why the rating has been selected.

Code	Description
P	Positive beneficial impact
N	Negative undesirable impact
U	Uncertainty over impact
NI	No specific impact/neutral impact
2. Actions – Once a rating is given, actions should be identified to mitigate any negative impacts or maximise any positive impacts of the policy/project/strategy that is being assessed.
3. Once the toolkit has been completed, changes should be made to the policy/project/service to respond to any actions identified.

Storage and review

Once completed and signed off, all Integrated Impact Assessments should be sent to the Performance and Partnerships Team.

Existing assessments should be reviewed every two years.

If you require further information, please contact Kate Cronin – kate.cronin@chorley.gov.uk, 5348

Equality Impact Assessment	Yes	No	Evidence	Further action required
1. Have consultations with relevant groups, organisations or individuals indicated that this particular activity will create problems which are specific to them?		✓	The increase in charges will affect all adult residents in the same manner The new charges will be comparable with the average charge in Lancashire	

What potential impact does this activity make to:

	P	N	U	NI	Evidence	Further action required
1. Equality of opportunity amongst customers of different ages (Age)				✓	Burial fees will now be waived for those 16 and under. However it is not clear what age group meets the costs of the service	
2. Equality of opportunity amongst with or without a physical or mental disability (Disability)				✓	Increase in fees are not specific to disabilities	
3. Equality of opportunity amongst customers of different gender backgrounds (Gender Reassignment)				✓	Increase in fees are not specific to gender	
4. Equality of opportunity amongst customers who are pregnant or parents (Pregnancy and Maternity)				✓	Increase in fees are not specific to pregnancy	
5. Equality of opportunity amongst customer groups of different racial backgrounds (Race)				✓	Increase in fees are not specific to race	
6. Equality of opportunity amongst customers of different religions (Religion or Belief)				✓	Increase in fees are not specific to religion	
7. Equality of opportunity amongst customers that live in different parts of Chorley (Rurality)				✓	Increase in fees are not specific to location	

8. Equality of opportunity amongst male and female customers (Sex)				✓	Increase in fees are not specific to sex	
9. Equality of opportunity amongst customers of different sexual orientations (Sexual Orientation)				✓	Increase in fees are not specific to sexual orientation	
10. Equality of opportunity amongst customers who are married or in a civil partnership (Marriage and Civil partnerships)*				✓	Increase in fees are not specific to marital status	
Health Impact Assessment	P	N	U	NI	Evidence	Further action required
What potential impact does this activity make upon:						
1. Promoting healthy lifestyles for Chorley residents. For the latest Health Observatory information please see the data on this link http://www.apho.org.uk/resource/item.aspx?RID=126958				✓	N/A	
2. Enabling residents to Start Well (pre-birth – 19) Possible issues to consider are; <ul style="list-style-type: none"> • Promoting healthy pregnancy • Reducing infant mortality • Reducing childhood obesity • Supporting children with long term conditions • Supporting vulnerable families and children 				✓	N/A	
3. Enabling residents to Live well (16 -75 years) Possible issues to consider are; <ul style="list-style-type: none"> • Promoting healthy settings, healthy workforce and economic development • Promoting mental wellbeing and healthy lifestyles • Reducing avoidable deaths • Improving outcomes for people with learning disabilities 				✓	N/A	
4. Enabling residents to Age Well (over 65 years). Possible issues to consider are; <ul style="list-style-type: none"> • Promoting independence 				✓	N/A	

<ul style="list-style-type: none"> Reducing social isolation Managing long term conditions and dementia Reducing emergency admissions and direct admissions to residential care settings Supporting carers and families 						
---	--	--	--	--	--	--

Reputational Impact Assessment	P	N	U	NI	Evidence	Further action required
What potential impact does this activity make upon:						
<p>1. Chorley Council's reputation. Possible issues to consider are;</p> <ul style="list-style-type: none"> Proving to local residents that we provide value for money Informing and engaging with local residents Building trust and confidence in Chorley Council Improving customer satisfaction with council services Chorley Council's role as a community leader 			✓		<p>Increasing burial fees may not be received favourably by residents however fees have not increased for over 5 years.</p> <p>However increasing burial fees will go some way to enable the Council to recover the cost of delivering the service.</p> <p>The waiver of burial fees for 16 and under should be received favourably</p>	
<p>2. Our ability to deliver the Corporate Strategy. Issues to consider are;</p> <ul style="list-style-type: none"> A council that consults and engages with residents An ambitious council that continually strives to improve 			✓		<p>Reviewing fees and charges allows the Council to meet the cost of delivering bereavement services</p>	

Sustainability Impact Assessment	P	N	U	NI	Evidence	Further action required
What potential impact does this activity make upon:						
1. The effective protection of Chorley's environment. Possible issues to consider are; <ul style="list-style-type: none"> • Limiting waste generation & encouraging recycling • Limiting factors that contribute to climate change • Protection of and improving access to the natural environment 				✓		
2. Prudent usage of natural resources. Possible issues to consider are; <ul style="list-style-type: none"> • Limiting use of non-sustainable energy, water, minerals and materials • Reducing the need to travel and encouraging walking, cycling and low carbon modes of travel 				✓		
3. Social progress amongst all of Chorley's communities. Possible issues to consider are; <ul style="list-style-type: none"> • Opportunities for education and information • Provision of appropriate and sustainable housing • Reduced fear of crime and community safety • Access to cultural and leisure facilities • Encouraging engagement and supporting volunteering 				✓		

Sustainability Impact Assessment	P	N	U	NI	Evidence	Further action required
4. A vibrant local economy in Chorley. Possible issues to consider are; <ul style="list-style-type: none"> Supporting better quality jobs and developing the skills of local residents Supporting local business by procuring goods and services locally Strengthening links with public, private and third sector partners 				✓		

* this equality strand is covered by the Public Sector Equality Duty in respect of which the s.149 requires only that due regard be paid to the need to eliminate discrimination, harassment or victimisation or other conduct which is prohibited by the Act.

Integrated Impact Assessment Action Plan

If any further actions were identified through the Integrated Impact Assessment then these should be listed in the table below. These should be added to the relevant business/service plan to ensure that any actions are carried out.

Actions needed following Integrated Impact Assessment	Start Date	End Date	Lead Officer
Compare the number of burials at Council cemeteries to previous years to see if the numbers remains similar	April 18	April 19	Alison Wilding

Actions needed following Integrated Impact Assessment	Start Date	End Date	Lead Officer

