

## Section 4 Integrated Impact Assessment

### Summary Report Template

Each of the numbered sections below must be completed

Interim report	x	Final report	
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 (Tick as appropriate)

**1. Title of plan, policy or strategy being assessed**

Budget Proposal – Income Maximisation – Cultural Services

**2. What will change as a result of this proposal?**

It is intended to increase the income generated by the Culture Service, including improving the bar facilities provided and providing the opportunity for cashless payment in the Usher Hall and Assembly Rooms, income from advertising and events and leasing Trinity Apse.

**3. Briefly describe public involvement in this proposal to date and planned**

None. This forms part of the Council’s budget proposals for 2020 onwards.

**4. Date of IIA**

14 January 2020.

**5. Who was present at the IIA? Identify facilitator, Lead Officer, report writer and any partnership representative present and main stakeholder (e.g. NHS, Council)**

Name	Job Title	Date of IIA training	Email
Alison Coburn	Operations Manager	23/01/2019	<a href="mailto:Alison.coburn@edinburgh.gov.uk">Alison.coburn@edinburgh.gov.uk</a>
Lynne Halfpenny	Director of Culture		<a href="mailto:Lynne.halfpenny@edinburgh.gov.uk">Lynne.halfpenny@edinburgh.gov.uk</a>

## 6. Evidence available at the time of the IIA

Evidence	Available?	Comments: what does the evidence tell you?
Data on populations in need	N/A	
Data on service uptake/access	Yes	<p>The Culture service has data on the tickets sold for events in both the Usher Hall and Assembly Rooms.</p> <p>There is also information available on the advertising income generated to date and on the Summer Sessions events in previous years.</p>
Data on equality outcomes	N/A	
Research/literature evidence	N/A	
Public/patient/client experience information	Yes	Data is available on customer experiences of both venues. This is both anecdotal and from customer feedback.
Evidence of inclusive engagement of service users and involvement findings	N/A	
Evidence of unmet need	Yes	There has been interest in leasing Trinity Apse and these discussions are continuing.
Good practice guidelines	N/A	
Environmental data	N/A	
Risk from cumulative impacts	N/A	
Other (please specify)	N/A	

<b>Evidence</b>	<b>Available?</b>	<b>Comments: what does the evidence tell you?</b>
Additional evidence required	N/A	

**7. In summary, what impacts were identified and which groups will they affect?**

<b>Equality, Health and Wellbeing and Human Rights</b>	<b>Affected populations</b>
<p><b>Positive</b></p> <p>The Usher Hall, Assembly Rooms and Ross Theatre will continue to provide a wide range of events and concerts which will support people’s health and well-being.</p> <p>Improving the bar facilities and introducing cashless payments at both venues will improve the customer experience and will cut down on waiting times for customers to be served.</p> <p><b>Negative</b></p> <p>None.</p>	<p>All</p> <p>All</p>

<b>Environment and Sustainability</b>	<b>Affected populations</b>
<p><b>Positive</b></p> <p>The cultural venues undertake a programme of recycling and actively promote recycling. LED lighting has been introduced to minimise energy consumption also.</p> <p><b>Negative</b></p> <p>None.</p>	<p>All</p>

<b>Economic</b>	<b>Affected populations</b>
<p><b>Positive</b></p> <p>There is the potential of a positive economic impact</p>	

through bringing a current vacant building (Trinity Apse) back into use.

**Negative**

None.

**8. Is any part of this policy/ service to be carried out wholly or partly by contractors and how will equality, human rights including children's rights , environmental and sustainability issues be addressed?**

No.

**9. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.**

This information will be made available at the respective venues. This will be done in the most appropriate way, based on the information available about audiences/participants.

**10. Does the policy concern agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use? If yes, an SEA should be completed, and the impacts identified in the IIA should be included in this.**

No.

**11. Additional Information and Evidence Required**

**If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.**

**12. Recommendations (these should be drawn from 6 – 11 above)**

There are no recommendations arising from the findings of this assessment. If approved, the final Impact Assessment will consider if any recommendations are appropriate.

**13. Specific to this IIA only, what actions have been, or will be, undertaken and by when? Please complete:**

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and contact details)	Deadline for progressing	Review date

**14. How will you monitor how this policy, plan or strategy affects different groups, including people with protected characteristics?**

The uptake of services will be monitored and any impacts monitored as far as possible, given that audiences/participants are likely to only attend for a single event at any given time.

**15. Sign off by Head of Service/ Project Lead**

**Name Lynne Halfpenny**

**Date 17/01/2020**

**16. Publication**

Send completed IIA for publication on the relevant website for your organisation. [See Section 5](#) for contacts.

## Section 5 Contacts

- **East Lothian Council**

Please send a completed copy of the IIA to [equalities@eastlothian.gov.uk](mailto:equalities@eastlothian.gov.uk) and it will be published on the Council website shortly afterwards. Copies of previous assessments are available via [http://www.eastlothian.gov.uk/info/751/equality\\_diversity\\_and\\_citizenship/835/equality\\_and\\_diversity](http://www.eastlothian.gov.uk/info/751/equality_diversity_and_citizenship/835/equality_and_diversity)

- **Midlothian Council**

Please send a completed copy of the IIA to [zoe.graham@midlothian.gov.uk](mailto:zoe.graham@midlothian.gov.uk) and it will be published on the Council website shortly afterwards. Copies of previous assessments are available via [http://www.midlothian.gov.uk/downloads/751/equality\\_and\\_diversity](http://www.midlothian.gov.uk/downloads/751/equality_and_diversity)

- **NHS Lothian**

Completed IIAs should be forwarded to [impactassessments@nhslothian.scot.nhs.uk](mailto:impactassessments@nhslothian.scot.nhs.uk) to be published on the NHS Lothian website and available for auditing purposes. Copies of previous impact assessments are available on the NHS Lothian website under Equality and Diversity.

- **The City of Edinburgh Council**

Completed impact assessments should be forwarded to [Strategyandbusinessplanning@edinburgh.gov.uk](mailto:Strategyandbusinessplanning@edinburgh.gov.uk) to be published on the Council website.

- **City of Edinburgh Health and Social Care**

Completed and signed IIAs should be sent to Sarah Bryson at [sarah.bryson@edinburgh.gov.uk](mailto:sarah.bryson@edinburgh.gov.uk)

- **Edinburgh Integration Joint Board**

Completed and signed IIAs should be sent to Sarah Bryson at [sarah.bryson@edinburgh.gov.uk](mailto:sarah.bryson@edinburgh.gov.uk)

- **West Lothian Council**

Complete impact assessments should be forwarded to the Equalities Officer.