

Section 4 Integrated Impact Assessment

Summary Report Template

Each of the numbered sections below must be completed

Interim report	<input checked="" type="checkbox"/>	Final report	<input type="checkbox"/>
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 (Tick as appropriate)

- 1.
2. **Title of proposal**

Participatory Budgeting Framework

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

The Edinburgh PB Framework will support the development of a programme of PB activity across the Council. The framework sets out the principles underpinning the Council's proposed approach and how PB coverage will be extended to include mainstreaming and commissioning activity

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

- Learning from past PB processes which have involved members of the public has informed the development of the framework.
- The framework was developed in line with the PB Scotland Charter which was co-produced by people with experience in PB processes in Scotland, including those from equality groups, community organisations and public bodies

4. **Is the proposal considered strategic under the Fairer Scotland Duty?**

Yes

5. **Date of IIA**

27/06/22

6. **Who was present at the IIA? Identify facilitator, lead officer, report writer and any employee representative present and main stakeholder (e.g. Council, NHS)**

Name	Job Title	Date of IIA training
Daniel Greig	Senior Policy and Insight Officer	09/03/22

Michele Mulvaney	Strategy Manager (Communities)	22/05/19
Julie Dickson	Policy and Insight Officer	26/08/20
Fraser Rowson	Principal Accountant	22/05/19

7. Evidence available at the time of the IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected and to the environmental impacts of your proposal
Data on populations in need	Social capital index	<p>Social capital measures are lower in more deprived areas</p> <p>4 out of 5 people feel a lack of influence over what happens in their community</p>
Data on service uptake/access	Experience from other engagement activities	A number of groups are currently underrepresented through community engagement exercises
Data on socio-economic disadvantage e.g. low income, low wealth, material deprivation, area deprivation.	Research published in the report “Hard to reach’ or ‘easy to ignore”	<p>1. Structural inequalities (e.g. income, wealth) are often replicated, and perhaps reinforced, in community engagement processes. This means that people are approaching participation processes from very different backgrounds and viewpoints and those without resources are ill-equipped to challenge those with power if appropriate support is not put in place.</p> <p>2. People face a range of barriers in getting involved in community engagement including caring responsibilities; time; confidence in the process.</p> <p>3. Inequalities in income, wealth and social position can often put people off accessing community projects or participatory processes.</p> <p>4. Long-term impacts of community engagement are rarely documented</p> <p>There is evidence that providing compensation and/or incentives for participation can support people on low-incomes to get involved. Financial support is important as many people may not be able to participate without child care, transportation or wage replacement.</p>
Data on equality outcomes	The experience of community engagement for individuals: a	Language barriers, lack of confidence and dominant characters can discriminate against some people during community engagement.

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected and to the environmental impacts of your proposal
	rapid review of evidence	Disable people experience physical and financial barriers to participating in community engagement activities.
Research/literature evidence	<p>Participatory budgeting, community engagement and impact on public services in Scotland</p> <p>Closing the Digital Divide for Good</p>	<p>Actively engaging with communities to advance equality and eliminate inequalities is integral to participatory decision-making and the allocation of public resources.</p> <p>Data shows that home internet access has increased steadily over time in Edinburgh, reaching an all-time high. This information is a useful indicator of internet availability, but it is not necessarily indicative of potential response to a requirement to use the internet for a specific task such as participating in an online engagement.</p> <p>A report published by the Carnegie UK Trust highlights this fact noting that the barriers to getting online are multiple, varied and complex. It recognised that everybody has their own individual set of circumstances and their own reasons for not being online. It is suggested that there are four main kinds of challenges people face: access (accessibility, location, cost, technology, infrastructure, language); skills (literacy, digital, security, confidence); motivation (risks, necessity, financial benefits, social benefits, health and wellbeing benefits); trust (identity, security, standards, reputation).</p> <p>The first two, a lack of access or skills result in 'Digital Exclusion' while the latter two, lack of motivation or trust may be best grouped with those situations where individuals have access and make use of the internet but will choose participate as a 'digital choice'. Therefore any shift to using</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected and to the environmental impacts of your proposal
		digital approaches must address these barriers by ensuring other methods were in place so people who faced either digital exclusion engaged are able to participate as before.
Public/patient/client experience information	Information will be gathered through individual PB processes to monitor the experience	
Evidence of inclusive engagement of people who use the service and involvement findings	Evaluation of the framework will be undertaken to understand the extent to which individuals report improvements involvement in decision making	
Evidence of unmet need		
Good practice guidelines	PB Scotland Charter National Standards for Community Engagement	Certain groups are considered to be “seldom heard” and more needs to be done to ensure engagement is inclusive and necessary support is in place to facilitate participation on an equitable basis
Carbon emissions generated/reduced data	Not applicable	
Environmental data	Not applicable	
Risk from cumulative impacts	Not applicable	
Other (please specify)	Not applicable	
Additional evidence required	Not applicable	

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

Equality, Health and Wellbeing and Human Rights	Affected populations
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<p>Positive</p> <ul style="list-style-type: none"> - The framework ensures individual PB process will be designed taking into account the characteristics and demographics of the community invited to participate in PB. The planning will involve the relevant community (of place, common interest, or circumstances or shared experience) by adhering to the National Standards for Community Engagement and the PB Scotland Charter and where possible co-designing or co-producing the process on an equality basis. - The framework aims to improve reach and involvement for all groups and monitor outcomes of different processes - . Women who are pregnant, those who have a disability, and single parents or parents of young children may have particular difficulty in attending certain in-person engagement events because of time pressure, accessibility requirements, or caring responsibilities. The framework’s commitment to inclusive ways of working will ensure methods for engagement are fit for purpose and offer a variety of opportunities to participate. Adhering to the National Standards for Community Engagement will ensure barriers to participation are understood, mitigation is put in place and measures are taken to involve groups with protected characteristics or those who experience socio economic disadvantage. This should include involving groups such as Equality and Rights Network (EaRN) and the End Poverty Edinburgh Group at the earliest opportunity to help design the process and to ensure an appropriate assessment of support needs is carried out relevant to the individual process. - The framework advocates that PB processes should use methods that are fit for purpose, best practice suggests this should involve utilising a blend of offline and online engagements. This will have a positive impact on particular groups who find it difficult to participate online. <p>Negative Not applicable</p>	<ul style="list-style-type: none"> - Age - Disability - Pregnancy and Maternity - Sex
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<p>Environment and Sustainability including climate change emissions and impacts</p>	<p>Affected populations</p>
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Positive Not applicable Negative Not applicable	
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Economic Positive <ul style="list-style-type: none"> - Those who may be considered to be experiencing inequality of opportunity/outcome because of their socio-economic situation are less likely to participate in engagement exercises. The framework commitment to inclusive ways of working will support a culture of community collaboration embodying more collaborative, asset-based approaches to partnership working compared to traditional consultation. By focussing on inclusive ways of working using techniques such as deliberative dialogue to ensure engagement is fit for purpose will ensure people feel valued and there is an impact as a result of any participation. This will also include ensuring the methods used are acceptable and accessible to participants, and a variety of opportunities are available (including in person and online options) for people to participate in a process to make sure that a wide range of voices are heard, and if necessary methods used evaluated and adapted in response to feedback from participants and partners during the process. Example methods may include; focus groups, public meetings, mini-publics, questionnaires, community action research, online discussions, charrettes and story dialogue. Other example support needs that will be assessed will include: transport, suitable and accessible venues, access to translated or alternative formats for any supporting material, communication aids, times and timing of meetings, out of pocket expenses. - Well-planned PB processes will contribute to reducing inequalities of outcome caused by socio-economic disadvantage and support the aim of the Fairer Scotland Duty by involving people most affected by poverty in decision-making that affects their community - This approach ensures an equality of opportunity to partake in PB processes. The ability to influence through engagement enables communities to influence priorities and allow the Council to act on community needs and ambitions. This will require 	Affected populations <ul style="list-style-type: none"> - Low income - Low or no wealth - Material deprivation - Area deprivation - Socioeconomic background
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<p>working together with partners and groups such as EaRN and End Poverty Edinburgh at the earliest opportunity to help define the focus and design the process. This will ensure a shared understanding of the desired outcomes and needs of the particular community are understood in the planning and design.</p> <p>Negative</p> <p>Not applicable</p>	
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9. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human rights including children’s rights, environmental and sustainability issues be addressed?

No

10. 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.

Changes will be communicated using methods that are considered appropriate to the range of audiences, as well as being proportionate.

Online and offline channels will be utilised to communicate information about the framework.

Established networks will be used to disseminate information to those traditionally disconnected to corporate channels.

Information on the framework will be published on the Council website.

The Council’s Interpretation and Translation Service also available for those who require materials in different languages and can also offer an audio, Braille, large print and various computer formats on request through Happy to Translate.

As part of the work programme information will be produced for young people on PB and will be linked to the framework.

11. Is the plan, programme, strategy or policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a [Strategic Environmental Assessment](#) (SEA) will be required and the impacts identified in the IIA should be included in this. See section 2.10 in the Guidance for further information.

Not applicable

12. 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.

Information will be gathered to monitor and evaluate the implementation of the framework and understand further impacts.

13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) 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 job title)	Deadline for progressing	Review date
Develop a performance, monitoring and evaluation approach to support the implementation of the framework, monitor impacts and evaluate the extent to which PB approaches are inclusive so that learning can be used to develop future approaches.	Daniel Greig Senior Policy and Insight Officer	1 December 2022	1 December 2023
Develop case studies to inform the cumulative evaluation of PB processes, share practice, encourage reflection, and record success.	Daniel Greig Senior Policy and Insight Officer	31 March 2023	1 December 2023

14. Are there any negative impacts in section 8 for which there are no identified mitigating actions?

Not applicable

15. How will you monitor how this proposal affects different groups, including people with protected characteristics?

A monitoring and evaluation framework is being developed.

16. Sign off by Head of Service

Name: Paula McLeay

Date: 22 August 2022

17. Publication

Completed and signed IIAs should be sent to:

integratedimpactassessments@edinburgh.gov.uk to be published on the Council website www.edinburgh.gov.uk/impactassessments

Edinburgh Integration Joint Board/Health and Social Care

sarah.bryson@edinburgh.gov.uk to be published at www.edinburghhsc.scot/the-ijb/integrated-impact-assessments/