

WORKSHEET 1 - General Characteristics

i. Brief description of the activity to be assessed

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ii. Type of HIA

Prospective Concurrent Retrospective

iii. Resources available for conducting the HIA

Budget.....

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Staff resources

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iv. Timescale of the activity to be assessed

What is the anticipated duration of the activity? (Those with a longer life span are likely to be given a higher priority for assessment).

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v. Influence of HIA

Is the activity likely to proceed irrespective of the HIA?

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Is there scope for the recommendations of the HIA to be acted on?

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WORKSHEET 1a - populations

A. List those populations on who the activity could significantly impact AND whose health could be affected either directly or by acting on health determinants e.g. tenants, employees, local community.

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B. Impact of the activity on population sub groups

Sub Group	Likely to benefit?	No impact?	Adversely Affected?
Children & young people			
Older people			
Disabled people			
People from BME groups			
People on low incomes			
Specific employees			
Other			

Notes

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WORKSHEET 1b – influences on health

Categories of influences on health	Specific influences on vulnerable populations	Description of potential impact	+ve or -ve?	No impact
❶ Social and economic environment	Discrimination			
	Education and training			
	Employment			
	Housing			
	Income			
	Social exclusion			
	Social networks (friends & family)			
	Community facilities			
	Transport			
❷ Physical environment	Appearance of the area			
	Safety			
	Air/water quality			
	Housing conditions			
	Working conditions			
	Noise			
	Public safety			

Blank

Categories of influences on health	Specific influences on vulnerable populations	Description of potential impact	+ve or –ve?	No impact
③ Personal/family experiences, lifestyles & perceptions	Family structure & functioning			
	Income			
	Fear of crime			
	Recreation			
	Risk taking & substance abuse			
	Diet			
	Physical activity			
	Self esteem			
	Peer pressure			
	Community & spiritual participation			
④ Service use, access & quality	Adult education			
	Health care			
	Child care			
	Social Services			
	Leisure			
	Voluntary services			

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Categories of influences on health	Specific influences on vulnerable populations	Description of potential impact	+ve or –ve?	No impact
5 Public policy	Local policy & priorities			
	National policy & priorities			
	European policy			
6 Other	?			

WORKSHEET 1c - checklist

Checklist of potential health impacts

Bias towards HIA	To your knowledge:	Bias against HIA
Yes	Are sufficient resources available to conduct the HIA?	No
Yes / don't know	Are the potential -ve health impacts associated with the activity likely to be serious?	No
Yes / don't know	Are the potential -ve health impacts likely to be serious if the activity doesn't proceed?	No
No	Is the activity of relatively short duration?	Yes
Yes	Is there scope to act on the recommendations of the HIA?	No
Yes / don't know	Are the potential -ve health impacts likely to be greater for vulnerable, marginalised or disadvantaged groups?	No
Yes / don't know	Are there community concerns about potential health impacts?	No
Yes	Is there an evidence base to support appraisal of the impacts?	No*
Yes	Is the activity important in the context of corporate & environmental service priorities?	No

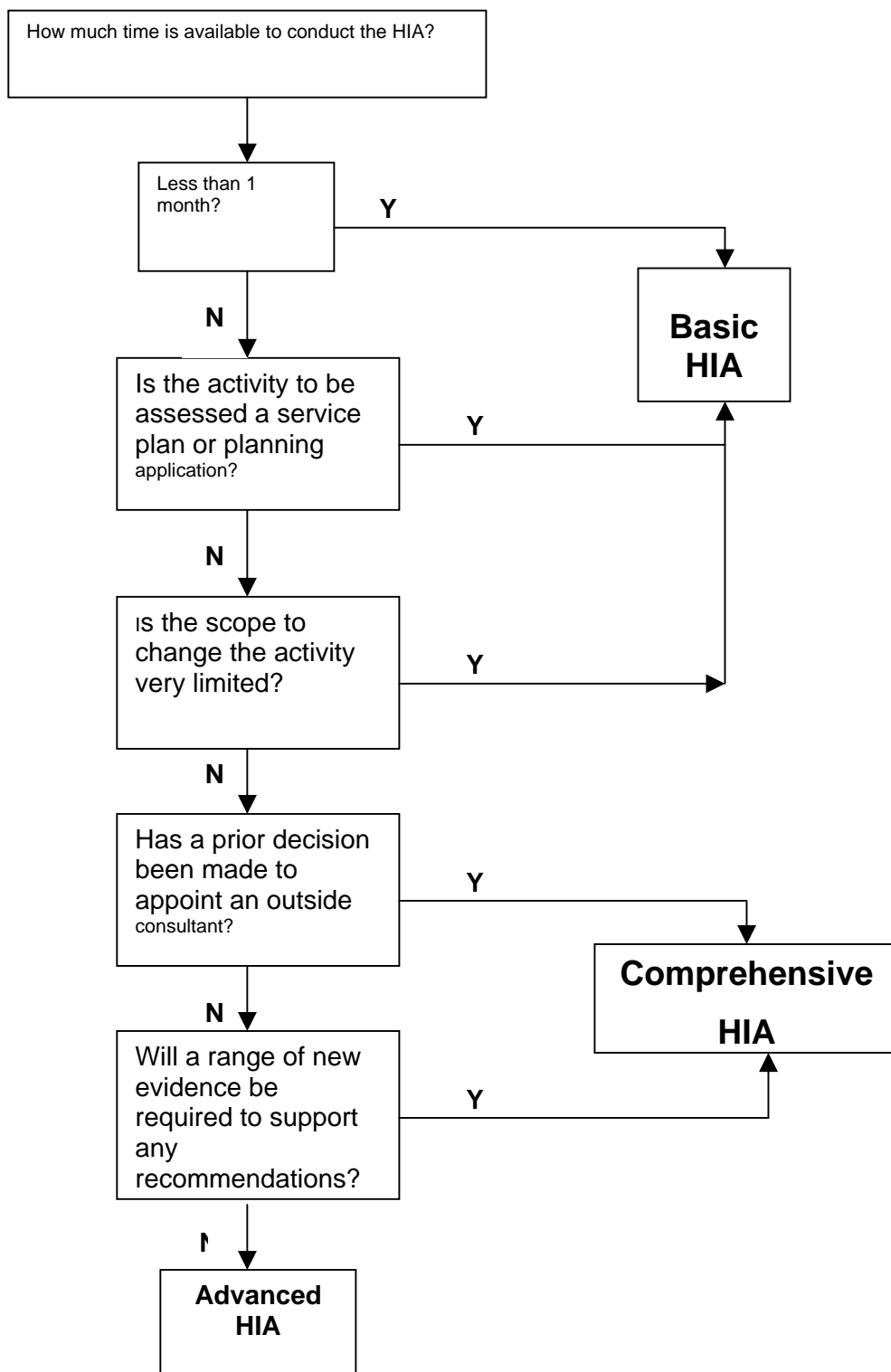
* If no evidence exists then extensive research maybe required which is beyond the scope of a basic and advanced HIA. There may be a need to commission a comprehensive HIA.

Proceed with HIA?

YES / NO

WORKSHEET 1d – HIA decision tree

Assuming the availability of staff & financial resources aren't in themselves limiting factors for deciding the type of HIA the following should be considered:



WORKSHEET 2 - Stakeholders analysis

Primary stakeholders (those directly affected by the activity-not just in terms of health)	On working group	To be consulted	Gather evidence from
Secondary stakeholders (those indirectly affected by the activity-not just in terms of health)			
Key Informants (individuals with knowledge, experience or information)			

Are there any groups which require any special consideration? e.g. because they will be more exposed or are particularly susceptible.

Are there any significant issues of public concern?

Is there a particular geographical boundary to be considered?

WORKSHEET 2a – terms of reference (TOR)

Complete this sheet as an aid to defining the TOR

Required output(s)from the HIA

When must the final report be produced & are there any other time constraints?

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What are the boundaries of the HIA? e.g. geographical, people/community group(s).....

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Method of assessment/appraisal? e.g. interviews, questionnaires, forums

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Responsibilities of working group members:

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WORKSHEET 3

A. Activity analysis checklist:

What is the relationship between the activity and health?	What are the key health determinants the activity impacts on?
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B. Population profiling checklist:

Affected Populations (see worksheet 1a)	Health Status	Obtain Data?	Environmental Quality	Obtain Data?
.....	I of MD /SOA's		Air quality	
.....	Life expectancy		Pests	
.....	CHD		Noise	
.....	Diabetes		Litter	
.....	Asthma		Dust	
Physical characteristics of the area	RTA		Property condition	
.....	Home accidents		Industrial process	
.....	Fuel poverty/SAP		Crime & anti social behaviour	
.....	Substance misuse			
.....	Teenage pregnancy			
Other	Employment status		Transport	
.....	Education status		Amenities	

Is there a particular health concern related to this activity?

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