

OXFORDSHIRE HEALTH IMPACT ASSESSMENT TOOLKIT

Appendix 3: Rapid HIA Review Checklist

	CRITERIA	GRADING ADEQUATE (A) FURTHER INFORMATION NEEDED (F) INADEQUATE (I)	COMMENTS <ul style="list-style-type: none"> WHAT'S MISSING? ARE THERE ANY WEAKNESSES/WHAT NEEDS STRENGTHENING? WHAT'S HELPFUL OR COMPLETED WELL?
Section 1: Description of the proposed development			
1.1	There is a clear description of the project being assessed including: <ul style="list-style-type: none"> Aims and objectives of the proposed development; Physical characteristics of the site of the proposed development and surrounds; Characteristics of the proposed development once operational; and Timescales and durations of the construction and operational phases of the proposed development. 		
1.2	Policy context for the project has been set out, noting any relevant health and wellbeing policies.		
Section 2: Identification of population groups affected by the development			
2.1	A process to identify groups of the population likely to be affected by the proposed development has been undertaken.		
2.2	Evidence to support the inclusion of identified groups has been provided, this might be presented as a Population Profile and could include quantitative and qualitative information.		
Section 3: Identification of geographical area and associated health priorities			
3.1	A process to identify the geographical scope of the assessment has been undertaken.		
3.2	Health priorities for the affected geographic scope are identified for inclusion in the assessment. Any additional priority themes are also identified for inclusion should they be considered relevant.		
Section 4: Assessment of health			
4.1	Baseline		
4.1.1	There should be a narrative which interprets the data collected in the context of the HIA.		
4.1.2	The HIA uses robust data sources which could include other key environmental or technical specialists involved in the proposed development		
4.2	Evidence		
4.2.1	The sources of evidence used are relevant to the project and scale of the HIA.		
4.2.2	Evidence and data sources used are clearly referenced.		

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4.3	Stakeholder Engagement		
4.3.1	Evidence of discussion with the appropriate Local Authority Officer to agree a proportionate approach to stakeholder engagement is provided, and this approach has been followed.		
4.3.2	The report identifies all stakeholder groups relevant to the health assessment for the proposed development.		
4.3.3	The range of stakeholders and the variety of groups that were engaged has been recorded.		
4.3.4	The methods of engagement were appropriate, and their effectiveness evaluated.		
4.3.5	There is evidence that information gathered from stakeholders has been used to inform and influence the assessment.		
4.4	Health effects		
4.4.1	Any positive impacts, or opportunities to maximise health and wellbeing outcomes, are identified and how they were identified is presented clearly.		
4.4.2	Any negative impacts, gaps or unintended consequences are identified and how they were identified is presented clearly.		
4.4.3	It is made clear how each impact identified is supported by the evidence gathered. The strength and sources of evidence for each impact is clearly communicated.		
4.4.4	It is clear who will be impacted, with affected populations explicitly identified, and any potential inequalities in the distribution of impacts are identified.		
4.5	Summary		
4.5.1	A conclusion is provided summarising the key outcomes and messages from the assessment, any recommendations to manage health effects, and supporting evidence.		
4.5.2	Any recommendations for further action identify who is responsible for taking forward the action.		

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	Conclusions of the reviewer: <i>(Commentary on the overall quality of the HIA identifying key strengths and weaknesses)</i>	