

REPORT TO BUSINESS SERVICES COMMITTEE – 12 SEPTEMBER 2019

INTERIM EQUALITY IMPACT ASSESSMENT

1 Recommendations

The Committee is recommended to:

- 1.1 Acknowledge the update to the Council's Equality Impact Assessment (EIA) to incorporate the Fairer Scotland Duty placed on specific public bodies.

2 Background / Discussion

- 2.1 The Fairer Scotland Duty came into force on 1 April, 2018. It requires public authorities to actively consider how they can reduce inequalities of outcome caused by socio-economic disadvantage, when they make strategic decisions.
 - 2.2 The duty is set out under [Part 1 of the Equality Act 2010](#), as the “public sector duty regarding socio-economic inequalities”. It has been commonly referred to as ‘the socio-economic duty’.
 - 2.3 The Fairer Scotland Duty differs from the Public Sector Equality Duty (PSED) as it applies only to decisions of a strategic nature. However, there will be some overlap because people who share particular protected characteristics are often at higher risk of socio-economic disadvantage.
 - 2.4 Interim guidance was produced at the end of March, 2018, and is part of the three year implementation phase. It is called interim guidance, as the Scottish Government anticipates drafting the final guidance in collaboration with public bodies, based on experience of working with the Duty. It is important to note that, from the time of enactment, all Councils are responsible to give due regard to the Fairer Scotland Duty.
 - 2.5 In seeking to meet the Duty, the Scottish Government expects public bodies to tackle the range of inequalities of outcome they observe in their areas or that are specifically relevant to their core functions. In some cases, an effective way to do this will mean tackling socio-economic disadvantage directly, for example, by reducing poverty. This has clear links to the Community Empowerment (Scotland) Act 2015, where Community Planning Partnerships must create locality plans for those areas experiencing the greatest inequalities.
 - 2.6 Aberdeenshire Council is well placed to meet the expectations of the Fairer Scotland Duty directly through its commitment within strategic priorities to work to reduce poverty and inequalities within communities. Implementing the Fairer Scotland Duty will complement other work undertaken and help identify opportunities and areas of concern. Embedding socio-economic screening
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within day-to-day business will ensure Council activity does not contradict Council priorities, LOIPs, and Locality plans.

2.7 [The Fairer Scotland Duty: interim guidance](#) for public bodies suggests that, to fulfil obligations under the Duty, the Council must be able to meet two key requirements:

1. To actively consider how we could reduce inequalities of outcome in any major strategic decision we make;
2. To publish a written assessment, showing how we have done this.

In doing this, the approach to the Duty must be in a way that:

- is meaningful and influences decision-making
- helps to achieve public bodies' strategic corporate and equality outcomes
- makes sense to the public body in relation to the work they do and the processes they already have in place
- makes sense to the people and communities they serve (in many cases, this may need direct community participation)
- helps bring about demonstrable change

2.8 Aside from the key requirements outlined above, the Council can approach meeting the Duty as it sees fit. The following processes have been approved:

- Strategic decisions which require assessment should be identified in committee papers using the committee paper template. There is a new section to highlight any Fairer Scotland Duty Impacts within the new corporate committee report format which will be used from 1 October, 2019.
- Adapting the Equality Impact Assessment (EIA) process to reflect the new duty. An assessment of the Fairer Scotland Duty will be incorporated into the EIA screening and guidance. A draft revised EIA is available at Appendix 1 and draft guidance at Appendix 2.

2.9 It should be noted that other key changes to the EIA and guidance include:

- Incorporated document controls to show how EIAs have been developed as part of an ongoing process
- Encouraging EIAs to include analysis of evidence as part of any assessment. The previous process asked to list evidence used to make the assessment but did not directly ask officers to consider and record what insight the evidence gave
- Encouraging a Human Rights approach by considering key principles when considering Equality and socio-economic Impacts

2.10 The Engagement & Equalities Team is currently running a series of training sessions to update staff on the changes within the EIA. Additional sessions will be organised for elected members in September/October, 2019.

2.11 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report. They are satisfied that the report complies with the Scheme of Governance and relevant legislation.

3 Scheme of Governance

- 3.1 The Business Services Committee is able to consider this item in terms of Section C 1.1 of the List of Committee Powers in Part 2A of the Scheme of Governance, as this relates to Customer Communication and Improvement.

4 Implications and Risk

- 4.1 An equality impact assessment is not required because this is an update regarding changes to the Council's Equality Impact Assessment tool to ensure compliance with legislation and does not have a differential impact on any of the protected characteristics.
- 4.2 There are no financial implications.
- 4.3 The following Risks have been identified as relevant to this matter on a [Corporate Level](#):
- ACORP002 – Changes in government policy, legislation and regulation: The Fairer Scotland Duty is under part 1 of the Equality Act 2010 and was enacted on April 1, 2018. The updates to the Equality Impact Assessment enable the Council to demonstrate that it is fulfilling its obligations under the Duty.
 - ACORP006 – Reputation management (including social media): The Fairer Scotland Duty requires public authorities to actively consider how they can reduce inequalities of outcome caused by socio-economic disadvantage, when they make strategic decisions. The updates to the Equality Impact Assessment capture this process.

Ritchie Johnson
Director of Business Services

Report prepared by Lynne Gravener, Strategic Policy Lead (Engagement & Equalities)
14 August, 2019



From mountain to sea

Understanding Equality Impact Assessments (EIAs)

This guidance must be used in conjunction with the
Equality Impact Assessment Template



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Version	Date	Author	Changes



Part one – Understanding the process

This guidance document has been designed to provide you with supporting information that supports the completing of the Equality Impact Assessment (EIA) template. Please note that this guidance is a live document and will be updated when required to reflect best practise and ensure compliance.

1.1 What is an Equality Impact Assessment?

The purpose of the EIA is to ensure we comply with the law, taking account of key implications when making decisions. It also ensures decision makers are fully informed, at a formative stage in the decision making process.

This process will allow us to critically assess whether a “activity” has wider impacts beyond its intended outcomes and if it impacts differentially on different groups in our communities.

The term “activity” is used through this guidance note and the template and applies to policies, strategies, provisions, criteria, functions, budget savings and activities, including the delivery of services.

1.2 Why is an Equality Impact Assessment required?

Assessing impact is an important part of the public sector’s decision making process. It is important in developing any proposal to understand how the needs of different groups and the potential barriers they may face may differ. EIA is a mechanism which enables you to consider the needs/barriers and identify any adverse impacts of different groups. It enables us to:

- Develop better policies and practices based on evidence
- Prevent or mitigate negative impacts
- Meet our legal requirements in terms of equality, Human Rights, Socioeconomic disadvantage and child poverty
- Be more transparent and accountable

We have a legal requirement to assess activity for impact to ensure we do not discriminate and to reduce inequality of outcome caused by socioeconomic disadvantage, it ensures statutory compliance and also can avoid legal action. This process also gives us the opportunity to identify and highlight positive impacts.

1.3 When is an Equality Impact Assessment required?

Each service must ascertain whether an EIA is required for a particular activity. An EIA will always be required when one or more of the following situations occur:-

- Services are withdrawn.
 - There is a change in the way a service is delivered e.g. the way charges or debts are collected, which may have a particular impact on those with disabilities.
 - Conditions or eligibility criteria are imposed e.g. changes in the admission /concessionary fees.
 - An activity is likely to impact on people with one or more protected characteristics or those with socio economic disadvantage
 - A large number of service users are affected.
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- If there is no information available about whether or not an activity will have an impact, then an EIA is required in order to ensure that evidence will be gathered.

Assessing the impact is not an end in itself and should be an integral part of any “activity” development/change/revision/implementation etc. The regulations emphasise that it is the impact of applying a new or revised “activity” that must be impact assessed and equally we must actively consider how we could reduce inequality of outcome.

The assessment process must happen before a “activity” is finalised and as early in the development process as possible. The “activity” should be developed enough to enable an objective, reasonable and clear assessment to be undertaken. The assessment cannot be retrospective, or undertaken only near the end of the process, but instead should be seen as integral to the development process and able to inform the consultation process.

Assessing impact does not end with the introduction of the new or revised “activity”; it is important to monitor the actual impact of the “activity” as it is implemented, and revisit the assessment as part of any review. Therefore, assessment of impact should be considered as an ongoing, end-to-end process, from early discussions right through to the final decision about whether to go ahead with an activity or service change and beyond, to monitor the actual impact of the implementation.

It’s important to consider cumulative impacts; this is especially relevant when you are making changes to a number of services across one or more service areas.

It is not expected that you will prepare an EIA for every piece of work that your service will carry out, that would be far too onerous. Please note that the examples provided below do not form an exhaustive list. If you are in doubt, please ensure that you complete an EIA or speak to the Engagement & Equalities Team.

- When a report is put forward to committee as a note or update. An EIA may not be required unless an EIA was previously prepared and the impacts identified have since changed. In which case the EIA should be updated and submitted together with the update report.
 - Changes being made to management structure unless the change is likely to result in redundancies, or have an impact on anyone with protected characteristics.
 - Where a proposal is at an early stage and the report is for information only, with a view to carrying out a public consultation at a later stage.
 - If an activity is the result of the implementation of legislation please refer to The Scottish Government impact assessments. Exceptions include where the implementation has budgetary or staffing implications or where the legislation allows Local Authorities some discretion at operational level.
 - If an activity being taken forward does not have an impact on anyone with a protected characteristic then there will be no need for an EIA. However, services must be able to provide reasons for reaching such a conclusion and be able to produce clear evidence to support this if required.
 - The report is to inform the committee on performance or budget monitoring. Exceptions may include reports for review purposes, which include proposals for performance improvement and/ or budget savings.
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There will be exceptions to all of the examples provided above and if there is any doubt about whether or not an EIA is required you should discuss this with an Equalities Service Champion. If it's decided that an EIA is not required, then this decision and its justification will still need to be recorded and then published on the website using one of the justification statements

Part Two – Understanding the context

2.1 Public Sector Equality Duty (PSED)

Within the Equality Act 2010 is a section dedicated to the public sector. Equalities are a key component of our work and not an afterthought.

The Public Sector Equality Duty places an obligation on Councillors and all council employees to give due regard, or to consciously consider, the need to:-

1. Eliminate discrimination, harassment and victimisation
2. Advance equality of opportunity between those who have protected characteristics and those who don't, and
3. Foster good relations between those who have protected characteristics and those who don't.

Supplementary legislation (the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012), requires the council to be proactive in meeting the general duty of eliminating unlawful discrimination, advancing equality and fostering good relations.

Further information relating to Assessment of Impact can be found on the [Equality Human Rights Website](#)

The legislation requires that people are not discriminated against, harassed or victimised on the grounds of their "Protected Characteristic". Every person has one or more protected characteristic; therefore the Act protects all individuals against unfair treatment. The Protected Characteristics are displayed on figure 1.

Figure 1: Protected Characteristics

Protected Characteristics		
<p>Age</p> <p>The Equality Act 2010 protects people of all ages. Aberdeenshire Council has divided this into two groups- age (younger) and age (older). Please note that there is no fixed boundary between age (younger) and age (older) as this will depend on the context.</p>	<p>Religion or Belief</p> <p>In The Equality Act 2010, religion includes any religion. It also includes a lack of religion. Belief means any religious or philosophical belief or a lack of such belief.</p>	<p>Sexual Orientation</p> <p>The Equality Act 2010 protects lesbian, gay, bisexual and Heterosexual people.</p>

<p>Disability</p> <p>'Disability' includes people with physical, learning and sensory disabilities, people with a long-term illness, and people with mental health problems</p>	<p>Sex (Gender)</p> <p>Both males and females are protected under The Equality Act 2010.</p>	<p>Gender Reassignment</p> <p>The Equality Act 2010 provides protection for transgender people. A transgender person is someone who proposes to, starts or has completed a process to change his or her gender.</p>
<p>Race</p> <p>Under The Equality Act 2010 'race' includes colour, nationality and ethnic or national origins. It also includes Gypsy Travellers.</p>	<p>Pregnancy and Maternity</p> <p>The law covers pregnant women or those who have given birth within the last 26 weeks, and those who are breast feeding.</p>	<p>Marriage and Civil Partnership</p> <p>Marriage is defined as a 'union between a man and a woman' or a same sex couple. Same-sex couples can also have their relationships legally recognised as 'civil-partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.</p>

2.2 Human rights

Taking a human rights based approach is about making sure that people's rights are put at the very centre of policies and practices. This approach should be an embedded consideration during the EIA process.

The PANEL principles (detailed below) are one way of breaking down what this means in practice.

In summary we need to consider, where applicable to what (if any) extent an "activity" impacts on the key PANEL principles of Human Rights. These are as follows:-

- Participation – people should be involved in decisions that affect their rights. Participation must be active, free, meaningful and give attention to issues of accessibility, including access to information in a form and a language which can be understood
- Accountability – there should be monitoring of how people's rights are being affected, as well as remedies when things go wrong
- Non Discrimination – All forms of discrimination must be prohibited, prevented and eliminated. People who face the biggest barriers to realising their rights should be prioritised
- Empowerment – Everyone should understand their rights, and be fully supported to take part in developing policy and practices which affect their lives

8 | Understanding Equality Impact Assessments (EIAs)

- Legality – requires the recognition of rights as legally enforceable entitlements and is linked in to national and international human rights law

Human rights include "civil and political" rights, such as:

- Freedom of expression
- Freedom of religion or conscience
- Freedom of assembly
- The right to a fair trial
- The right to privacy
- The right to vote

Human rights also include "economic, social and cultural" rights, such as:

- The right an adequate standard of living
- The right to adequate food, housing, sanitation and water
- The right to education
- Rights at work

As with all impact identification; it is important to note, that the process of consideration is not limited to identifying those impacts we wish to improve or mitigate, but also where applicable, those positive impacts that may enhance the human rights of an individual(s).

Further information relating to Human Rights can be found on the [Scottish Human Rights Commission Website](#).

2.3 Socio-economic disadvantage – The Fairer Scotland Duty

The Fairer Scotland Duty, part 1 of the Equality Act 2010 places a legal responsibility on the council to actively consider ('pay due regard' to) how they can reduce inequalities of outcome caused by socioeconomic disadvantage, when making strategic decisions.

This duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making.

In broad terms, 'socio-economic disadvantage' means living on a low income compared to others in Scotland, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services. Socio-economic disadvantage can be experienced in both places and communities of interest, leading to further negative outcomes such as social exclusion. Disadvantage can also arise depending on your social class; this is more difficult to measure and will require further consideration.

This is about trying to be fair to everyone. Part of that is realising that not everyone may be starting at the same place. Some individuals and families may have low income, may have very little or no savings which means they are living from month to month therefore changes to council policies/services may have a greater adverse impact on them.

On this basis you should consider potential impacts on individuals/families by:

- Place: on specific vulnerable areas or communities (SIMD, regeneration, rural) e.g. housing, transport.
- Pockets: household resources, (Income, benefits, outgoings) ability to access a service
- Prospects: peoples life chances e.g. Access to, or ability to access employment, training, services (such as council or health) or support.

In summary, socio-economic disadvantage is focused on: -

- low income - cannot afford to maintain regular payments such as bills, food, clothing
- low wealth - enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future
- material deprivation - being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies
- area deprivation (including communities of interest and communities of place) - where you live, where you work, visit or spend a continuous amount of time can all have an impact i.e. rural areas, accessibility of transport, education and employment impact, people who have experienced homelessness and / or the asylum system, those who share an identity and / or a Protected Characteristic
- Socio-economic background – disadvantage that can arise from parents' education, employment and income – social class in other words

The council is covered by the Public Sector Equality Duty (PSED) and the Human Rights Act and we also have responsibilities in relation to child poverty as stipulated in the Child Poverty (Scotland) Act 2017. This means we can use an integrated approach to focus on equality, human rights, socio-economic disadvantage and child and family poverty.

Although the Fairer Scotland Duty is derived from the Equality Act 2010, it is separate from the public sector equality Duty (PSED), but there are clear links between the aims of both duties as those who share particular protected characteristics are often at higher risk of socio-economic disadvantage.

Further information relating to the Fairer Scotland Duty can be found on the [Scottish Government Website](#).

Part Three – Undertaking EIAs Impact Assessments

3.1 Stage 1 - Title and aims of the activity

The first section of the EIA is one of the most important as this is where you will set the scene of the current situation and outline your plans for the proposed activity.

- Author - Make sure that the EIA is carried out by someone who is familiar with the Service and the service users. A sound understanding of the Service will assist you in assessing how the proposed activity will impact.
- Aims - Your aims will be the first thing that people see when they read the EIA so take some time to ensure that they are very clearly stated in sufficient detail. This will help the reader to put the activity into context.

Aims Checklist

1. Briefly describe the current situation
2. Detail the purpose of the activity
3. Outlines how you will achieve it
4. Set out the proposed timescale
5. Briefly summarise the anticipated positive and negative outcomes

3.2 Stage 2 – List the evidence that has been used in this assessment

Evidence is one of the most important sections of the EIA as this is how you will explain how you made your decision about the proposed activity.

This section should be used to record the following:-

What equality data, poverty data, research, information or other evidence has been used to inform this assessment and detail/analyse what the data gives.

(Information can include, for example, surveys, databases, focus groups, in-depth interviews, pilot projects, reviews of complaints made, user feedback, academic publications, and consultants' reports)

1. What information or other evidence has been used in the development of the activity?
2. What does research, consultation and other data or information tell you about the impact of the activity? (Describe the information and the conclusions, and state where the information can be found).
3. Describe any gaps in the available information, and record within section Action Plan Section, action you are taking in relation to this (e.g. new research, further analysis) and when this is planned.
4. Give details of any existing local or national evidence which has been used to inform the development of your activity.
5. Provide analysis/give comments about what does the evidence tell you?

Don't be put off by a lack of data within your Service. There are a range of sources available online which can help to provide you with information for your EIA. For example, the [Scottish Government's Evidence Finder](#) is a very useful source of equality data and holds information relating to all of the protected characteristics.

Other sources of data may include:

[Aberdeenshire Council Strategic Assessment](#)

[Aberdeenshire Council Community Planning: LOIPs and Locality Plans](#)

[Census Scotland](#)

[Office for National Statistics](#)

[Statistics Scot](#)

[The Scottish Public Health Observatory](#)

[Scottish Index of Multiple Deprivation](#)

3.3 Stage 3 – Evidence gaps

Look at stage 2 and evaluate the gaps in relation to the data that you hold. It is recognised that there will be areas where you will find a wide range of data and others where data is not so easy to find.

Any lack of data will become known as your “evidence gaps” and should be clearly listed in the EIA.

Whilst having evidence gaps is not desirable, it does not mean that you’re unable to comply with legal obligations or that you will be prevented from going ahead with your proposal. Listing an evidence gap demonstrates a sound understanding of the effects of your proposal. Your service can then work to put measures in place which will help to bridge your evidence gap in future. (For more details, see Stage 4) Measures taken to fill information gaps should be included in the Action Plan at the back of the EIA.

3.4 Stage 4 – measures to fill the evidence gaps

If Services cannot obtain data from other sources, they can commit to conducting their own research. This can be carried out through the use of a survey or a consultation and will allow you to understand views. This could help you to obtain a clearer understanding of views and experiences.

If you have worked through the evidence gathering and making a judgement and have concluded that the evidence gap cannot be mended it is important to establish the measure as required by stage 4 of the EIA.

3.5 Stage 5 – What steps can be taken to promote good relations between various groups?

When you come to this stage, consider the following questions. Does the activity include scope to:

- Create partnerships between different sectors of the local community.
- Target underrepresented groups to participate where they otherwise would not.
- Include an initiative within the proposal that demonstrates positive change in building relationships within sectors of the community.

3.6 Stage 6 – How does the activity create opportunities for advancing equality of opportunity?

Equality of opportunity means that there should be an even playing field. So as a Council we should be making sure that, wherever possible, everyone is afforded the same chances and opportunities to participate regardless of their protected characteristics.

When you come to this stage, consider the following questions.

Does the activity include scope to:

- Remove or minimise the disadvantages suffered by people due to their protected characteristics;
- Meet the needs of people with protected characteristics;
- Encourage people with protected characteristics to participate in public life or in other activities where their participation is low.

Consider if the proposal addresses under representation of particular protected groups. Is the Service taking any additional action to ensure that services are more equally accessible? If so, include the relevant information at Stage 10.

3.7 Stage 7– Are there potential impacts

Once all of the evidence has been gathered, you will need to evaluate it in order to make a reasoned judgement about the potential. It is important to consider advancing opportunity and promoting good relations as well as eliminating discrimination.

3.8 Stage 8 – What are the positive and negative impacts?

It is essential that you highlight within Stage 6 the positive and/or negative impacts for each of the protected characteristic that you have identified at Stage 5.

3.9 Stage 9 - Engagement and consultation

Engaging or consultation is all about the dialogue which takes place between the decision makers and the affected people/groups before action is taken. Carrying out

an exercise may be necessary when you don't have sufficient information to determine the impact of a proposed activity.

Engagement and consultation is important as it can provide the basis for us to take a reasoned and rational decision having fully considered the impact.

Consultation is an important legal exercise. If Services do not adequately include and inform the affected individuals of the proposed action, then Aberdeenshire Council could potentially be taken to Court and have the decision set aside.

Key requirements when undertaking any engagement or consultation include:

1. Being clear - let people know what you are proposing and why.
2. Give sufficient time for responses to be made and considered.
3. Take the responses of the consultation into account when making the final decision.
4. Ensure it is a fair process.

3.10 Stage 10 – What mitigating steps will be taken to remove or reduce negative impacts?

This section of the form should be used to record the following:-

If the "activity" has a negative/adverse impact on a particular group/s, but is still to be implemented, please provide justification for this. The EIA form requires you to explore alternative means of achieving the same aim. These alternative means should reduce the negative impact.

Note: If the "activity" is unlawfully discriminatory under the Equality Act 2010 and/or is having a negative impact on poverty and socioeconomic disadvantage under the Fairer Scotland Duty, you must identify, how the "activity" can be amended or justified so the Council acts lawfully.

- How could you modify the "activity" to eliminate discrimination or to reduce any identified negative impacts? If necessary, consider other ways in which you could meet the aims and objectives.
 - How could you modify the "activity" to create or maximise the positive aspects of the proposals and to increase equality and reduce poverty and socioeconomic disadvantage.
 - Describe any modifications which you can make without further delay (for example, easy, few resource implications).
 - If you propose to make any of the modifications shown above, describe any potential new negative impacts on other groups in society or on the ability to achieve the aims and how you will minimise these.
 - Please describe the resource implications of any proposed modifications
-

3.11 Stage 11 – What equality monitoring arrangements will be put in place?

Aberdeenshire Council has legal obligations even after the activity has been implemented.

An EIA is not just an end in itself. Services are required to implement monitoring arrangements which will ensure activity is monitored after it has been implemented. You will need to provide details of any monitoring tools identified.

This section of the form should be used to record the following:-

- How will the implementation and impact of the activity be monitored, including implementation of any amendments? For example, what type of monitoring will there be? How frequent
- What are the practical arrangements for monitoring? For example, who will put this in place? When will it start?
- How will results of monitoring be used to develop future “activities”?
- When is the “activity” due to be reviewed?
- Who is responsible for ensuring monitoring happens?

3.12 Stage 12 – What is the outcome of the assessment?

From the process so far and evidence gathered, you should now be aware of any potential negative impacts. You should complete the appropriate box/boxes for each of the negative impacts identified.

There needs to be a balance between the needs of the Service (e.g. securing budget cuts, adapting to resourcing/staffing concerns, or improving the efficiency of a service) and the needs and rights of people who may be adversely affected by the proposal. The Service will have to weigh up these competing factors and give its reasons for wishing to proceed with the proposal. It must also explain why there is no other way to achieve the same outcome as that envisaged by the proposal in a more equality-compliant way.

3.13 Stage 13 – Set out the justification that the activity can and should go ahead despite the negative impact?

Please note that Stage 13 will only need to be completed if you have filled in box 2 or 3 from Stage 12.

It is vital that a full and well-reasoned justification is given if a proposal is to go ahead despite the negative impact.

The justification will need to be recorded in order to show at a later stage that the Council did have due regard to its duty, but decided to implement the proposal anyway because considerations were outweighed by other factors.

This section of the form should be used to record the following:-

- Implement proposal with no amendments
 - Implement proposal taking account of mitigating actions (as outlined at stage eight)
-

- Reject proposal due to disproportionate impact on equality, human rights, poverty and socioeconomic disadvantage

3.14 Stage 14 – Sign off and authorisation

This section of the form should be used to record that you have received authorisation and signature from your Director or Head of Service and date of signature.

3.14 Action Plan

Various stages of the EIA form require you to refer to the Action Plan at the end of the form-(stages 4, 5, 10 & 11).

As noted, the EIA requires

Services to consider impact throughout the duration of the proposed activities lifespan. The purpose of the Action Plan is for Services to demonstrate how they will meet their commitments after the proposal has been implemented.

6 Related Links

Scottish Government Equality Evidence Finder

<http://www.scotland.gov.uk/Topics/People/Equality/Equalities>

Census

<http://www.gro-scotland.gov.uk/census/index.html>

Scottish Index of Multiple Deprivation

<http://www.scotland.gov.uk/Topics/Statistics/SIMD>

Scottish Neighbourhood Statistics

<http://www.sns.gov.uk/>

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