
Equality Impact Assessment

Shetland Place-Based Approach Implementation Plan



SHETLAND
ISLANDS COUNCIL

INTRODUCTION

An Equality Impact Assessment (EQIA) is an evidence-based approach designed to help the Council ensure that its policies, strategies and proposals for change meet the needs of everyone.

This Equality Impact Assessment (EQIA) enables you to assess what you're proposing against the Public Sector Equality Duty and the Fairer Scotland Duty. The EQIA process involves:

- Step 1: Develop a Clear Understanding of your Objectives: outlining details of your proposal and background information.
- Step 2: Data & Consultation: evidence sources for assessment.
- Step 3: Screening Assessment of Impact: completing the screening process to determine if the proposal requires completion of a full impact assessment. The screening process can stand alone as a final summary if no significant impacts are identified.
- Step 4: Full Impact Assessment: to enable a more detailed analysis of the proposal, the impacts and any mitigations or actions to be put in place. This Step may not be required depending on the outcome at Step 3.
- Step 5: Monitor & Review: setting out how impacts will be monitored.
- Step 6: Decision & Authorisation: setting out decision from impact assessment and authorisation.
- Step 7: Publication of Result

STEP 1: Develop a clear understanding of your objectives		
Title of your proposal* Name of piece of work, for example policy, strategy or proposal (including budget proposals)	Shetland Place-Based Approach Implementation Plan	
Do you have authority for your proposal?	Yes <input checked="" type="checkbox"/>	Approval through Shetland Partnership governance and MLT.
	No <input type="checkbox"/>	please explain how and when you intend to get approval:
Do you have budget for your proposal?	Yes <input checked="" type="checkbox"/>	The Plan is delivered within existing resources.
	No <input type="checkbox"/>	please explain how and when you intend to get budget:
Lead officer (name and job title)	Mark Ratter, Partnership Officer (SIC Community Planning)	
Is this a new or existing policy/ proposal? (include any information on previous relevant work)	New - the Implementation Plan operationalises the agreed Place-Based Approach and Framework.	
Brief description of policy / proposal (including purpose, objective aims and/or intended outcomes)	The Place-Based Approach Implementation Plan sets out how an agreed place-based way of working will be embedded across the Shetland Partnership. It focuses on leadership alignment, ways of working, community-based practice and learning, rather than introducing new services, policies or projects. The Plan is enabling in nature and applies across Shetland.	

STEP 2: Data & Consultation	
What evidence sources are you using in making the assessments?	
Internal or existing data Please detail the sources you have considered to identify any impact on those within different equality groups.	<ul style="list-style-type: none"> • Place-Based Approach & Framework (baseline document) • Locality profiles and demographic data • SIC Protected Characteristics profiles • Existing community-led plans and Place Standard outputs • Partnership learning and case studies

<p>Consultations with officers or partner organisations Please list your sources</p>	<ul style="list-style-type: none"> • Structured engagement with Shetland Partnership partners during development of the baseline framework • Input sought from all 21 partners, with responses received from a range of partners • Engagement with Community Involvement and Development Officers (Community Development team) to inform understanding of existing community-led plans, and to ensure alignment with wider community engagement activity, including work on Locality Plans, locality profiles and ongoing engagement through the Shetland Partnership
<p>Other: Please list your sources</p>	<ul style="list-style-type: none"> • No additional data sources required at this stage

STEP 3: Screening Assessment of Impact			
<p>Please identify the type of impact your proposal will have on those with a protected characteristic. A positive impact is likely to contribute to promoting equality or improving relations within an equality group. A negative impact could disadvantage that particular equality group. A brief explanation should be provided, based on the evidence or information gathered and outlined above.</p>			
<p>Equalities – Protected Characteristics</p>	<p>Please identify the type of impact your proposal will have on those who fall into the following categories:</p>		
<p>Age Will your proposal have an impact on those within a specific age group? For example, those over 60.</p> <p>Will your proposal have a negative impact on those within a particular age range? For example (individuals aged 18 to 30)</p> <p>Note: Age discrimination legislation applies only to those aged 18 and over.</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> The Implementation Plan does not introduce age-specific policies, eligibility criteria or service changes. It applies equally across all age groups and focuses on ways of working rather than direct delivery.</p>	<p>Negative <input type="checkbox"/> please explain:</p>
<p>Disability</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/></p>	<p>Negative <input type="checkbox"/> please explain:</p>

<p>Will your proposal have an impact on those who have a disability? For example, will those who have a disability be discriminated compared to those who do not? For example, someone with a hearing impairment.</p>		<p>The Plan does not alter access to services, information or infrastructure and does not introduce barriers or additional requirements for disabled people.</p>	
<p>Gender Reassignment Will your proposal have an impact on those who are considering, undergoing or have undergone gender reassignment? For example, would the proposal lead to discrimination for those who have undergone gender reassignment (a process to reassign your sex)</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> The Implementation Plan does not affect rights, access to services or treatment of people who are considering, undergoing or have undergone gender reassignment.</p>	<p>Negative <input type="checkbox"/> please explain:</p>
<p>Marriage and Civil partnership Will your proposal have an impact on those who are married or in a civil partnership? For example, would the introduction of your proposal lead to discrimination for anyone who is married or in a civil partnership?</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> The Plan does not differentiate between individuals based on marital or civil partnership status and does not impact service access or decision-making on this basis.</p>	<p>Negative <input type="checkbox"/> please explain:</p>
<p>Pregnancy and Maternity Will your proposal have an impact on those who are pregnant or on maternity (up to 26 weeks) compared to those who are not?</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> The Implementation Plan does not affect maternity-related services, employment conditions or access to support for pregnant people or those on maternity leave.</p>	<p>Negative <input type="checkbox"/> please explain:</p>
<p>Race Will your proposal have an impact on anyone because of their race, ethnicity or nationality?</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> The Plan does not introduce differential</p>	<p>Negative <input type="checkbox"/> please explain:</p>

		treatment based on race, ethnicity or nationality and does not affect access to services or participation on this basis.	
Religion or Belief Will your proposal affect those who have a religion, belief or lack of religion or belief? For example, will those who have a religion be affected negatively?	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Implementation Plan does not impact religious practice, belief or non-belief, and does not introduce requirements or barriers related to religion or belief.	Negative <input type="checkbox"/> please explain:
Sex Could your proposal have an impact on those of a specific sex? For example, could males be impacted differently than females?	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Plan applies equally regardless of sex and does not affect access to services, participation or decision-making in a way that would disadvantage any group.	Negative <input type="checkbox"/> please explain:
Sexual Orientation Could your proposal have an impact on those who are heterosexual, gay, lesbian or bisexual?	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Implementation Plan does not impact individuals differently based on sexual orientation and does not introduce barriers or differential treatment.	Negative <input type="checkbox"/> please explain:
Fairer Scotland Duty - Socio-economic Inequalities	Please identify the type of impact your proposal will have on low income households.		
Low income / income poverty Those who cannot afford to maintain regular payments such as bills, food, clothing payments	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Implementation Plan does not	Negative <input type="checkbox"/> please explain:

		introduce changes to income, charges, costs or financial eligibility. It does not directly affect household finances.	
Low and/or no wealth Those who can meet basic living costs but have no savings for unexpected spend or provision for the future	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Plan does not affect savings, assets or financial resilience, and does not introduce requirements that would disproportionately affect those with limited wealth.	Negative <input type="checkbox"/> please explain:
Material deprivation Those who cannot access basic goods and services, such as repair/replace broken electrical goods, heat their homes or access to leisure or hobbies	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> The Plan does not change access to goods, services, transport, heating or leisure. No impacts on material living standards are identified.	Negative <input type="checkbox"/> please explain:
Area deprivation Consider where people live (such as rural areas) and where they work (accessibility and cost of transport)	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> Although the Plan applies across all areas of Shetland, it does not change resource allocation or service provision in a way that would disadvantage more deprived or remote areas. It is designed to recognise local context rather than standardise responses.	Negative <input type="checkbox"/> please explain:

<p>Socio-economic background Social class, such as parents' education, employment, income</p>	<p>Positive <input type="checkbox"/> please explain:</p>	<p>Neutral <input checked="" type="checkbox"/> The Implementation Plan does not affect opportunities, access or participation based on socio-economic background. It focuses on partnership working rather than individual outcomes.</p>	<p>Negative <input type="checkbox"/> please explain:</p>
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Outcome of Screening Process		
<p>If any negative impacts have been identified above, a Full Impact Assessment will be required (Step 4).</p>		
<p>Will a Full Impact Assessment be required for:</p>		
<p>Equalities</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>Fairer Scotland Duty</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>

If a Full Impact Assessment (FIA) is not required, do not complete Step 4 or 5 and proceed to Steps 6 & 7.

STEP 4: Full Impact Assessment

The full impact assessment must be completed where negative impacts have been identified at Step 3 above. Each of the negative impacts identified at Step 3 above will be explored in more detail to identify whether the proposal has a low, medium or high impact and whether there are any appropriate mitigating actions or changes that can be put in place to lessen that impact.

Protected Characteristic	Identified Negative Impact from Step 3	Low /Medium / High Negative Impact	Mitigating Actions/Changes Please state and summarise your mitigating actions or changes to the proposal for the negative impact(s) identified in Step 3.

Type of Socio-Economic Disadvantage	Identified Negative Impact from Step 3	Low/ Medium / High Negative Impact	Mitigating Actions/Changes Please state and summarise your mitigating actions or changes to the proposal for the negative impact(s) identified in Step 3.

STEP 5: Monitor & Review	
What will change as a result of this proposal?	
How will the implementation of the proposal and any impacts be monitored?	
When is the proposal due to be reviewed?	
Who is responsible for ensuring this happens?	

STEP 6: Decision	
Implement proposal with no amendments	<input checked="" type="checkbox"/>
Implement proposal taking account of mitigating actions as outlined above.	<input type="checkbox"/>
Reject proposal due to disproportionate negative impact.	<input type="checkbox"/>
<p>Please detail your reason for this decision: The Equality Impact Assessment has identified no negative impacts on protected characteristics or socio-economic disadvantage. The Implementation Plan is enabling in nature and supports inclusive, place-based working.</p>	

Authorisation: If you are the author of the policy and assessment, you must seek authorisation from an Executive Manager or Director. The author cannot also be the authoriser.	
Title of Policy / Proposal:	Shetland Place-Based Approach Implementation Plan
Directorate and Service:	Development Services; Community Planning and Development
Policy and assessment author (s)	Name: Mark Ratter Job title: Partnership Officer Date: 08/01/2026
Authorised and approved by Director or Executive Manager	Name: Neil Grant Job title: Director of Development Services Date: 08/01/2026

STEP 7: Publication
<p>Please include a detailed summary of the result of the assessment in Council reports.</p> <p>Once authorised, you should publish the EQIA in PDF format on the Equality Impact Assessments page of the Shetland Islands Council website. If you are unable to upload this directly to the website, please contact Hannah Chapman - Community Planning & Development.</p>

