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# Equality Impact Assessment

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## Template Form



**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

| <b>STEP 1: Develop a clear understanding of your objectives</b>   |  |
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| Title of your proposal*<br>Name of piece of work, for example policy, strategy or proposal (including budget proposals) | This is Shetland's DRAFT British Sign Language (BSL) Plan 2024-2030. It is the second Plan and is required by the BSL (Scotland) Act 2015. It is a joint Draft Plan by Shetland Islands Council and NHS Shetland.                                      |
| Do you have authority for your proposal?  | Yes <input type="checkbox"/>   |
|   | No <input checked="" type="checkbox"/> Approval to be sought from Policy & Resource Committee – March 2024.  |
| Do you have budget for your proposal?   | Yes <input type="checkbox"/>   |
|   | No <input checked="" type="checkbox"/> No budget required  |
| Lead officer (name and job title)   | Hannah Chapman<br>Partnership Officer – Diversity & Inclusion  |
| Is this a new or existing policy/ proposal? (include any information on previous relevant work)                         | New Draft Plan building on the Shetland's existing BSL Plan 2018-2024.   |
| Brief description of policy / proposal (including purpose, intended outcomes, aims, objectives and/or legislation)      | The purpose of Draft Plan is to promote and support British Sign Language and improve the quality of life for BSL users in Shetland.<br><br>It sets our draft actions Shetland Islands Council and NHS Shetland will take over the period 2024 – 2030. |

| <b>STEP 2: Data &amp; Consultation</b>                         |   |
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| What evidence sources are you using in making the assessments? |   |
| Internal or existing data<br>Please detail your sources        | The 2011 census stated that there were 62 BSL users in Shetland. NRS Scotland will publish the latest results from Scotland's Census 2022 from Spring 2024 onwards. Anecdotally, there now appears to be much fewer BSL users in Shetland, more likely to be fewer than 10. Research by NHS Shetland and Shetland Community Connections also found that there was a level of uncertainty in health centres whether there were BSL users registered. It is therefore difficult to know how many BSL users there are in Shetland, and even more difficult to know whether there are BSL users in Shetland.<br><br>Data for the plan is taken from research from NHS Shetland and Shetland Community Connections, as well as focus groups and interviews undertaken by Partnership Officers. |

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|   | BSL users have also contributed throughout the production of the Draft Plan.   |
| <p>Consultations with officers or partner organisations</p> <p>Please list your sources</p> | <p>BSL users, organisations and representatives were consulted throughout the production of the BSL Plan.</p> <p>Consultation on Draft Plan will take place Thursday 22<sup>nd</sup> February – Thursday 7<sup>th</sup> March.</p> |
| <p>Other:</p> <p>Please list your sources</p>   |  |

| <b>STEP 3: Screening Assessment of Impact</b>   |   |   |   |
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| <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> |   |   |   |
| <a href="#">Equalities – Protected Characteristics</a>  |   | <p>Please identify the type of impact your proposal will have on those who fall into the following categories:</p>  |   |
| <p><b>Age</b></p> <p>Will your proposal have an impact on those within an 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 (18 to 30 year olds)</p> <p>Note: Age discrimination only applies to those over 18.</p>   | <p>Positive <input type="checkbox"/></p> <p>please explain:</p> | <p>Neutral <input checked="" type="checkbox"/></p> <p>please explain:</p> <p>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful support to BSL users, who may belong to any protected characteristic group, though it</p> | <p>Negative <input type="checkbox"/></p> <p>please explain:</p> |

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|  |  | does not specifically focus on age, so is considered to have a neutral impact.  |  |
| <p><b>Disability</b><br/>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>Positive <input checked="" type="checkbox"/><br/>please explain:<br/>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful support specifically for BSL users. In line with the Equality Act 2010, Deaf BSL users are recognised under the disability protected characteristic. Our aim is to create a positive impact, promoting inclusivity and accessibility for the BSL community.</p> | <p>Neutral <input type="checkbox"/><br/>please explain:</p>   | <p>Negative <input type="checkbox"/><br/>please explain:</p> |
| <p><b>Gender Reassignment</b><br/>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"/><br/>please explain:</p>   | <p>Neutral <input checked="" type="checkbox"/><br/>please explain:<br/>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is</p> | <p>Negative <input type="checkbox"/><br/>please explain:</p> |

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|   |  | designed to provide direct and meaningful support to BSL users, who may belong to any protected characteristic group, though it does not specifically focus on gender reassignment, so is considered to have a neutral impact.   |  |
| <b>Marriage and Civil partnership</b><br>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? | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful support to BSL users, who may belong to any protected characteristic group, though it does not specifically focus on marriage and civil partnership, so is considered to have a neutral impact. | Negative <input type="checkbox"/><br>please explain: |
| <b>Pregnancy and Maternity</b><br>Will your proposal have an impact on those who are pregnant or on maternity (up to 26 weeks) compared to those who are not?   | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to   | Negative <input type="checkbox"/><br>please explain: |

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|   |  | provide direct and meaningful support to BSL users, who may belong to any protected characteristic group, though it does not specifically focus on pregnancy and maternity, so is considered to have a neutral impact.   |  |
| <b>Race</b><br>Will your proposal have an impact on anyone because of their race, ethnicity or nationality?   | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful support to BSL users, who may belong to any protected characteristic group, though it does not specifically focus on race, so is considered to have a neutral impact. | Negative <input type="checkbox"/><br>please explain: |
| <b>Religion or Belief</b><br>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"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful   | Negative <input type="checkbox"/><br>please explain: |

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|   |  | support to BSL users, who may belong to any protected characteristic group, though it does not specifically focus on religion or belief, so is considered to have a neutral impact.   |  |
| <b>Sex</b><br>Could your proposal have an impact on those of a specific sex, for example males would be impacted differently to those who are female? | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful support to BSL users, who may belong to any protected characteristic group, though it does not specifically focus on sex, so is considered to have a neutral impact. | Negative <input type="checkbox"/><br>please explain: |
| <b>Sexual Orientation</b><br>Could your proposal have an impact on those who are heterosexual, gay, lesbian or bisexual?                              | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>The aim of the BSL Plan is to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It is designed to provide direct and meaningful support to BSL users, who may  | Negative <input type="checkbox"/><br>please explain: |

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|   |  | belong to any protected characteristic group, though it does not specifically focus on sexual orientation, so is considered to have a neutral impact.   |  |
| <a href="#">Fairer Scotland Duty - Socio-economic Inequalities</a>  | Please identify the type of impact your proposal will have on low income households. |   |  |
| <b>Low income / income poverty</b><br>Those who cannot afford to maintain regular payments such as bills, food, clothing payments   | Positive <input type="checkbox"/><br>please explain:                                 | Neutral <input checked="" type="checkbox"/><br>please explain:<br>While Shetland's BSL Plan aims to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It does not focus exclusively on low income/ income poverty. | Negative <input type="checkbox"/><br>please explain: |
| <b>Low and/or no wealth</b><br>Those who can meet basic living costs but have no savings for unexpected spend or provision for the future   | Positive <input type="checkbox"/><br>please explain:                                 | Neutral <input checked="" type="checkbox"/><br>please explain:<br>While Shetland's BSL Plan aims to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It does not focus exclusively on low and/or no wealth.       | Negative <input type="checkbox"/><br>please explain: |
| <b>Material deprivation</b><br>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"/><br>please explain:                                 | Neutral <input checked="" type="checkbox"/><br>please explain:<br>While Shetland's BSL Plan aims to ensure that Shetland is a place where BSL signers can thrive  | Negative <input type="checkbox"/><br>please explain: |

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|   |  | and reach their full potential. It does not focus exclusively on material deprivation.   |  |
| <b>Area deprivation</b><br>Consider where people live (such as rural areas) and where they work (accessibility and cost of transport) | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>While Shetland's BSL Plan aims to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It does not focus exclusively on area deprivation.          | Negative <input type="checkbox"/><br>please explain: |
| <b>Socio-economic background</b><br>Social class, such as parents' education, employment, income                                      | Positive <input type="checkbox"/><br>please explain: | Neutral <input checked="" type="checkbox"/><br>please explain:<br>While Shetland's BSL Plan aims to ensure that Shetland is a place where BSL signers can thrive and reach their full potential. It does not focus exclusively on socio-economic background. | Negative <input type="checkbox"/><br>please explain: |

| <b>Outcome of Screening Process</b>   |                              |  |
|---|------------------------------|--|
| If any negative impacts have been identified above, a Full Impact Assessment will be required (Step 4). |                              |  |
| Will a Full Impact Assessment (FIA) be required for:  |                              |  |
| Equalities  | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| Fairer Scotland Duty  | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

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

| <b>STEP 6: Decision</b>  |                                     |
|--|-------------------------------------|
| 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"/>            |
| <b>Reason for decision:</b><br>The screening did not identify any negative impacts or a need to amend Shetland's British Sign Language Plan 24-30. |                                     |

| <b>Authorisation</b>   |   |  |                              |
|--|---|--|------------------------------|
| <b>Title of Policy / Proposal:</b>   | Shetland's DRAFT British Sign Language (BSL) Plan 2024-2030   |  |                              |
| <b>Directorate and Service:</b>  | Development – Community Planning  |  |                              |
| <b>Policy and assessment author (s)</b>  | <table border="1"> <tr> <td>Name: Hannah Chapman<br/>Job title: Partnership Officer – Diversity &amp; Inclusion<br/>Date: 19<sup>th</sup> February 2024</td> <td>Name:<br/>Job title:<br/>Date:</td> </tr> </table> | Name: Hannah Chapman<br>Job title: Partnership Officer – Diversity & Inclusion<br>Date: 19 <sup>th</sup> February 2024 | Name:<br>Job title:<br>Date: |
| Name: Hannah Chapman<br>Job title: Partnership Officer – Diversity & Inclusion<br>Date: 19 <sup>th</sup> February 2024 | Name:<br>Job title:<br>Date:  |  |                              |
| <b>Authorised and approved by Director or Executive Manager</b>  | Name: Vaila Simpson<br>Job title: Executive Manaher – Community Planning & Development<br>Date: 11 <sup>th</sup> March 2024   |  |                              |

| <b>STEP 7: Publication</b>   |
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| Please include a detailed summary of the result of the assessment in any Council reports.<br><br>This summary and the EQIA should now be published at <a href="#">Diversity and Inclusion – Shetland Islands Council</a> |