
Equality Impact Assessment

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

STEP 1: Develop a clear understanding of your objectives		
Title of your proposal*	Shetland Tree & Woodland Strategy	
Do you have authority for your proposal?	Yes <input checked="" type="checkbox"/>	please explain: Development of a Woodland & Forestry Strategy by each LA is a statutory requirement under National Planning Framework 4 (NPF4) & Town and Country Planning (Scotland) Act 1997.
	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"/>	Costs relate to staff time to develop the Strategy and some time from existing staff on delivery plan actions. No additional budget anticipated.
	No <input type="checkbox"/>	please explain how and when you intend to get budget:
Lead officer (name and job title)	Dr Chevonne Angus, Natural Heritage Officer, Planning Service.	
Is this a new or existing policy/ proposal? (include any information on previous relevant work)	This is a new Strategy which needs to be developed to comply with NPF4 and Town and Country Planning (Scotland) Act 1997.	
Brief description of policy / proposal (including purpose, intended outcomes, aims, objectives and/or legislation)	<p>This is a high level strategy and is aimed to be proportionate to the tree and woodland situation in Shetland.</p> <p>Purpose: In addition to meeting legislative and policy requirements, there are many ecological and social reasons for developing this Strategy.</p> <p>The ST&WS has been developed with three strategic objectives:</p> <ol style="list-style-type: none"> Inform: Increase understanding of the ecological, social and economic value of trees and woodlands in Shetland and serve as a resource for information on trees, including their planting and management, and relevant funding opportunities. Protect: Identify and safeguard existing woodlands and individual trees, especially relict trees, of high nature conservation, landscape or social value by using protective policies. 	

	<p>3. Encourage: Promote tree planting by landowners, land managers and crofters, developers, and the public, guided by the "Right Tree in the Right Place" principle, to ensure appropriate species and site selection.</p> <p>The Plan follows the three objectives and are briefly summarised as follows: 1: the actions on SIC are to host relevant information and signposting within the Natural Heritage section of the SIC Planning website; 2: apply principles of NPF4 in relation to planning matters, and to apply tree preservation orders where appropriate; 3: same section of website will host relevant information and signposting in relation to responsible tree planting. The Delivery Plan also includes actions agreed with external organisations who are undertaking relevant activities. These have been agreed via informal external engagement.</p> <p>Outcomes: SIC meets legislative and policy requirements; general public has a resource of relevant information with signposting to inform and encourage responsible tree planting and aftercare; protective policies are applied where appropriate to safeguard existing trees particularly relict trees of high conservation value.</p>
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STEP 2: Data & Consultation	
What evidence sources are you using in making the assessments?	
Internal or existing data Please detail your sources	Reference to: The Equality Act 2010 The Equality Act 2010 (Specific Duties) Scotland Regulations 2012 Protected Characteristics Public Sector Equality Duty Specific Duties in Scotland
Consultations with officers or partner organisations Please list your sources	
Other: Please list your sources	

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STEP 3: Screening Assessment of Impact			
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.			
<u>Equalities – Protected Characteristics</u>	Please identify the type of impact your proposal will have on those who fall into the following categories:		
Age Will your proposal have an impact on those within an age group? For example, those over 60. Will your proposal have a negative impact on those within a particular age range? For example (18 to 30 year olds) Note: Age discrimination only applies to those over 18.	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:
Disability 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.	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:
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)	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:
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	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:

proposal lead to discrimination for anyone who is married or in a civil partnership?			
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?	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:
Race Will your proposal have an impact on anyone because of their race, ethnicity or nationality?	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:
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"/> please explain:	Negative <input type="checkbox"/> please explain:
Sex 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"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	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"/> please explain:	Negative <input type="checkbox"/> please explain:
<u>Fairer Scotland Duty - Socio-economic Inequalities</u>	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"/> please explain:	Negative <input type="checkbox"/> please explain:
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"/> please explain:	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"/> please explain:	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"/> please explain:	Negative <input type="checkbox"/> please explain:
Socio-economic background Social class, such as parents' education, employment, income	Positive <input type="checkbox"/> please explain:	Neutral <input checked="" type="checkbox"/> please explain:	Negative <input type="checkbox"/> please explain:

Outcome of Screening Process		
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.

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"/>
Reason for decision:	

Authorisation		
Title of Policy / Proposal:	Shetland Tree & Woodland Strategy	
Directorate and Service:	Planning, Development Services	
Policy and assessment author (s)	Name: Dr Chevonne Angus Job title: Natural Heritage Officer Date: 13/2/25	Name: Mr Martin Schofield Job title: Natural Heritage Officer Date: 13/2/25
Authorised and approved by Director or Executive Manager	Name: Mr Iain McDiarmid Job title: Executive Manager - Planning Date:	

STEP 7: Publication
Please include a detailed summary of the result of the assessment in any Council reports. This summary and the EQIA should now be published at Diversity and Inclusion – Shetland Islands Council