



## ***The Equality Impact Assessment Form***

### **Essential Information**

1. Name of function or policy: **Loch Etive Integrated Coastal Zone Management Plan**
2. Is this function or policy:  **New**  Reviewed
3. Name of Officers completing this form: **Mark Steward and Lorraine Holdstock**
4. Designation(s): **Marine & Coastal Development Manager**
5. Date of Impact Assessment: **8<sup>th</sup> October 2010**

6. Lead Council Department(s) involved in the delivery of this function or policy

**Development and Infrastructure Services – Marine & Coastal Development Unit,  
Development Policy**

7(a). Who else is involved in the delivery of this function or policy? (e.g. other Council departments or partner agencies)

**In addition to those listed in box 6, local stakeholders, communities and relevant and competent authorities**

(if none go to question 8)

7(b). How have they been involved in the Equality Impact Assessment process?

**This draft EqIA is available for comment to the above groups and the wider public as part of the public consultation on the draft Loch Etive ICZM Plan.**

### **Aims of the function or policy**

8. What are the main aims of the function or policy? Please list

**To develop a coastal zone management plan with broad community input and support that will guide and advise local authority planners, regulators and stakeholders on future development, and secure the long-term sustainable use of the marine resources within Loch Etive.**

The plan has been designed to complement Argyll and Bute's Development Plan (Structure and Local Plan) and will assist decision-making in relation to development proposals, whilst helping to minimise conflicts of interest and guide future investment.

1. Given the Council's new responsibilities for aquaculture, the plan focuses, in particular on developing policies to help guide future aquaculture development to appropriate areas by taking account of other activities and environmental sensitivities.
2. The plan seeks to complement current initiatives e.g. The Strategic Framework for Scottish Aquaculture, which provides an overarching view and national agenda for action; the Scottish Government led group (Fisheries Research Services) on the Location and Relocation of Fish Farms; and the Tripartite Working Group, by providing a local overview which takes account of the full range of interests present in the project area.
3. In addition to supplementary planning guidance for aquaculture development, the plan identifies potential conflicts of interest between activities and highlights broader issues for the attention of the relevant agencies in the form of recommendations.

9. Who are the main beneficiaries of the function or policy? Please list

1. Argyll and Bute's local authority planners and other regulators;
2. Developers;
3. Local Stakeholders, including communities.

10. Is the function or policy intended to increase equality of opportunity by permitting positive action or action to redress disadvantage?

Yes  No

Give details

**Stakeholder community meetings have been open to all and as a result have not been discriminated between any of the Equality Target Groups mentioned above.**

**Throughout the development and consultation process, the Loch Etive ICZM Management Plan has been open to all (Equality Target Groups) and has welcomed/ or encouraged input from the whole community, as a result there has not been any opportunity for discrimination.**

## Evidence

<p>11. What evidence will you use to identify any potential positive or negative impacts?  <i>(Evidence could include: consultations, surveys, focus groups, interviews, pilot projects, user feed back (inc complaints made), officer knowledge and experience, equalities monitoring data, academic publications, consultants' reports, Citizens' Panel etc)</i></p>	
Evidence	Details
Consultation	<p>The Marine and Coastal Development Unit (MCDU) has encouraged a series of public meetings/workshops since the start of the plan development process in 2005. Meeting venues were driven and/or located within the project area in order to be accessible to local stakeholders. Village Halls with disabled access and loop hearing systems were used for all meetings. All meetings were advertised in the local press, posters displayed in each village and the Loch Etive stakeholder contact list notified.</p>
Research	<p>Eight public ICZM meetings were held between 2005 and 2010. Seven were held at Connel Village Hall (10<sup>th</sup> May 2005; 10<sup>th</sup> November 2005; 26<sup>th</sup> January 2010, 30<sup>th</sup> March 2010, 20<sup>th</sup> April 2010, 15<sup>th</sup> June 2010 and 25<sup>th</sup> August 2010) and one meeting was held at Taynuilt Village Hall (3<sup>rd</sup> March 2010). A further 13 individual meetings (for stakeholders with a particular interest in Loch Etive) were undertaken in 2010 for the gathering information stage of the plan.</p> <p>All public meetings were open to all and there were no restrictions on those who could input to the development of the plan. As a result, these meetings had no requirement to fulfil any of the Equality Target Groups.</p>
Officer knowledge and experience <i>(inc feedback from frontline staff)</i>	
Equalities monitoring data	n/a
User feedback <i>(inc complaints)</i>	<p>All 2010 meetings included a feedback session to gather public opinions on the content, meeting venues, the organisation and how the meeting ran. The content included: what was good, what was difficult and what could have been done differently.</p> <p>This enabled views to be gathered on suitability of the venue, timing of meetings and views relating to audio and visual elements.</p>
Other	

## Impacts

12. What, if any, Equality Target Groups could be affected by this function or policy?  
Place the symbol in the relevant box  
Consider also the relationship between belonging to an Equality Target Group and the effect of wider cross-cutting issues. *E.g. a gay homeless person*

Equality Target Group	Positive Impact (+)	Neutral Impact (0)	Negative Impact (-)	Cross cutting Issue <sup>1</sup> ? (please specify the issue)
BME*		0		
Disability		0		
Gender		0		
LGBT**		0		
Belief		0		
Younger		0		
Older		0		

\*BME: Black and Minority Ethnic Community

\*\*LGBT: Lesbian, Gay, Bisexual and Transgender

13. From the Equality Target Groups you have highlighted above, what positive and negative impacts, do you think the function or policy might have?  
Detail the impacts and describe the groups affected.

Positive impacts (describe groups affected)	Negative impacts (describe groups affected)
<p><b>Stakeholder community meetings were open to all and as a result did not discriminate between any of the Equality Target Groups mentioned above.</b></p> <p><b>Individuals with a hearing disability were less affected as an Induction Loop System was operational at the Connel venue. Additionally, the use of a microphone was introduced due to poor acoustics of the venues.</b></p> <p><b>Both venues had disabled access. There was general agreement amongst stakeholders that the Connel venue was suitable for the public meetings.</b></p>	

<sup>1</sup>The cross cutting issues you should consider for the purpose of this Equality Impact Assessment are: employees, **health, access (including rural isolation), low income, unemployed, homeless and carers** or any other relevant issue(s).

If you have **NOT** identified any potential negative impacts go to question 15 and detail your monitoring, reviewing and publishing arrangements.

14. If you have identified any negative impacts use the matrix below to identify the level of the negative impact and the number of people potentially affected by the negative impact.

<b><u>Number of People Affected</u></b>	<b><u>HIGH</u></b>	<p>Your function or policy is likely to be unlawfully discriminatory.</p> <p>Refer to the EIA Guidance on how to modify your function or policy.</p>	<p>Your function or policy is likely to be <b>directly discriminatory</b>.</p> <p><b>You must reject or substantially modify your function or policy.</b></p>
	<b><u>LOW</u></b>	<p>Consider ways in which you can minimise or remove any low level negative impact that affects a small number of people.</p> <p><b>For all meetings stakeholders will continue to be made aware that anyone with disabilities should inform the MCDU of any particular requirements (Induction Loop, scribe, disabled access, etc). Particular requirements will be accommodated where possible.</b></p>	<p>Your function or policy is likely to be unlawfully discriminatory.</p> <p>Refer to the EIA Guidance on how to modify your function or policy.</p>
		<b><u>LOW</u></b>	<b><u>HIGH</u></b>
		<b><u>Level of Negative Impact</u></b>	

## Monitoring and Reviewing

15. How will the implementation of the function or policy be monitored? (e.g. customer satisfaction questionnaires)

**Through annual monitoring of the Plan's implementation and use, annual public meetings and periodic updates of the plan in consultation with local stakeholders and regulators.**

**Stakeholders have the opportunity to comment on the draft EqIA during the draft Loch Etive ICZM Plan public consultation.**

16. How will the results of the monitoring be used to develop the function or policy?

**The results will inform what parts of the Plan require to be reviewed and updated and will feed into both an annual and 5 yearly review and update process.**

17. When is the function or policy due to be reviewed?

**The Loch Etive ICZM Plan will be continually monitored and will undergo a basic review process annually (first review January 2012) and will then undergo a full review and update every 5 years (2016). All stages will include consultation with local stakeholders, communities and relevant regulators.**

## Public Reporting of Results

18. Summarise the results of the Equality Impact Assessment. Include any action which has been taken as a result of the Equality Impact Assessment. You must note if you have modified or consulted on your function or policy.

This summary should be recorded under **Implications** on all reports going to Council committees.

**An Equality Impact Assessment did not identify any negative impacts. Actions to ensure no negative impacts in the implementation of the plan include:**

**1. The implementation of Action 13 of the plan, which aims to assist the improvement of access for recreational activities, will include consideration of access that is suitable for all equality groups.**

**2. Meeting adverts for public stakeholder meetings will encourage anyone who wishes to attend, to inform the M&CDU of any particular disability requirements, i.e. disabled access, induction loop.**

Please also note where else this summary is going to be published.

## **Notepad (optional)**

Please use the space below to detail any matters arising from the Impact Assessment process.

Please send feedback on ways to improve this process to:

Jennifer Swanson,  
Policy Officer,  
Policy and Strategy,  
Chief Executive's Unit,  
Kilmory,  
Lochgilphead PA31 8RT

Email: [jennifer.swanson@argyll-bute.gov.uk](mailto:jennifer.swanson@argyll-bute.gov.uk)

## ***Acknowledgements***

Argyll and Bute Council's Equality Impact Assessment Toolkit has been informed by the following sources:

- Duty to Promote Disability Equality - Statutory Code of Practice (Scotland), Disability Rights Commission, 2006
- Gender Equality Duty Draft Code of Practice Scotland, Equal Opportunities Commission, 2006
- Guidance Note Three, Commission for Racial Equality in Scotland, 2004
- A Guide for Public Authorities in Scotland, Commission for Racial Equality in Scotland, 2002
- NHS Scotland Equality and Diversity Impact Assessment Toolkit, 2004