V020514

Name of project/ policy

Cairngorms Local

....

Development Strategy

....

Date ...**30th May 2014**...

These notes are here to help – please read them carefully! Further assistance and guidance can sought from the Education and Inclusion officer or the Park For All Group, contact:
elspethgrant@cairngorms.co.uk

You can attach extra pages if there is not enough space on the form. Clearly mark on the extra sheets which question the extra information refers to.

*The specific duties for Scottish public authorities came into force in May 2012.

CAIRNGORMS
NATIONAL PARK AUTHORITY

ÙGHDARRAS PÀIRC NÀISEANTA A'
MHONAIDH RUAIDH

Equality Impact Assessment (EqIA)

Background
We have designed this assessment form to help our staff carry out equality impact assessments (EqIAs) on projects that they manage for us. Under equalities law, we have a legal duty to carry out EqIAs on all relevant aspects of our work.

What is an EqIA?
An EqIA is a process of analysing a proposed or existing project (such as a policy, a service, a facility, research, a management paper, building or access work, an event or a publication). The aim is to identify any discriminatory or negative effects or impacts the project could have on a particular group or sector of the community or workforce. These effects could be as a result of people's race, disability, gender, age, religion or beliefs, or sexuality (referred to throughout as 'equality groups' or 'protected characteristics'). The outcome of the EqIA is to make sure that we prevent or limit, as far as possible, any negative effects or barriers our projects have. We also use the EqIA to take full advantage of any opportunities for promoting equality.
NB Separate from EqIA, CNPA has a wider commitment to social inclusion and developing a Park for All, by positively supporting three groups namely people with disabilities, people on low incomes, and young people.

Why do we have to do them?
The Equality Act (2010) came into force in April 2010 and puts a general duty on public authorities to have due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. In addition the specific duties for Scottish public authorities* require that CNPA assesses the impact on equality groups of all proposed new or revised policy or practice against the needs of the general duty.

Assessing impact is an effective way of improving policy development and service delivery, making sure we consider the needs of employees and the communities we serve; identify potential steps to advance equality and foster good relations; and do not discriminate unlawfully.

What do I do now?
As part of the process of planning your project – in the same way that you would fill out an Expenditure Justification Form (for example) – you should carry out an initial screening to check whether the project is relevant to the equality groups. You should not start work on your project until you have filled in the Initial Screening form.

When do I need to do a full EqIA?
The Initial Screening form will tell you whether you need to complete a full EqIA, which will be the case if the project is likely to have a significant effect on one or more equality groups. You should begin the full EqIA in the early stages, although you are likely to finish it over the course of the project, depending on any research and consultation you need to do. All full EqIAs require to be published on our website.

PART A – Initial Screening
Question 1
A project may be a policy, process, plan, strategy, or work area in the Operational Plan

Question 2
You should fill in the initial screening form for all new projects. For existing projects (e.g. website) you should develop a realistic schedule for completing the EqIAs over a set period of time.

Question 3 - 4
If the officer carrying out the EqIA is not necessarily the only person responsible for putting the project in place – if you share the project with other colleagues or partner organisations please give details.
Be sure to confirm with partners who is taking responsibility for the EqIA.

Ideally, all members of the project team should collectively complete this EqIA form.

Question 5
a) For example, the public, contractors, hill walkers, naturalists, community groups, residents, young people, visitors, employees, or people applying for jobs
b) For example planning policies
c) For example grants programme, partnership project, Park Plan
d) For example outdoor access, methods of communication and engagement.
e) CNPA's equality outcomes will be published in April 2013. [Draft outcomes here.](#)
f) For example access to countryside, gender pay gap.

INITIAL SCREENING

1 Name of the project and its main aims

Cairngorms Local Development Strategy (LDS) 2014-2020

The strategy will be the framework for the implementation of community led local development activities in the Cairngorm National Park supported with LEADER funding for the period 2014-2020. The delivery of the strategy will be supported by a detailed business plan. The strategy details the themes, outcomes and overall funding delivery mechanisms for LEADER and possibly other funding for community led development for the period 2014-2020.

The project has five key phases:
- Strategy development including public consultation
- Business plan development
- Strategy communication
- Monitoring and review
- Evaluation of fulfilment of strategy

The LDS will deliver against 6 key themes:
1. Build community capacity to facilitate and support local development through partnership working
2. Grow the economy of the Park by strengthening existing business sectors, supporting business start-ups and diversification, and increasing the number of workers employed in the Park
3. Attract, support and retain young people in the National Park
4. Improve transport, connectivity and service provision
5. Protection and enhancement of the National Park landscape, wildlife and local heritage
6. Excellence in sustainable tourism and recreation to enhance enjoyment of residents and visitors

There will be a further 5 cross-cutting themes
1. Equality (support for young people, women and other disadvantaged sectors)
2. Knowledge sharing
3. Innovation
4. Partnership working (including engaging the business community)
5. Sustainability (all projects will need to demonstrate sustainability beyond the life of the programme)

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2 Is this a new or existing project? Delete as relevant: **New**
3 Name of the completing officer with overall responsibility for carrying out the EqIA

Name: Janette Macleod	Position: Programme Supervisor

4 Do you share responsibility for carrying out the project with other colleagues or organisations? Delete as relevant: **Yes**

If yes, please give details

Name:	Position:
Alice Mayne	LEADER Manager
Cairngorms Local Action Group	Project Management
David Cameron	Head of Corporate Services, CNPA
Project Applicants	Delivery of activities to meet strategy aims

5 a) Does your project impact on people? (e.g. service users, businesses, employees, wider community) **Yes** (detail below, noting target audiences)

> All communities/residents in the Park including but not exclusively:
> - Community voluntary groups
> - Local businesses
> - Visitors to the park
> - Young people
> - Vulnerable groups
> - Community councils
> - Local authorities and government institutions

b) Is it a major policy, significantly affecting how CNPA functions are delivered? **Yes**

c) Will it have a significant effect on how other organisations operate? **Yes**

d) Does it relate to functions that previous involvement activities have identified as being important to particular groups? **Yes**
The Community Action Plans and National Park Partnership Plan highlight areas which are important to particular groups within the National Park. The Local Development Strategy themes and outcomes directly relate to some of these aspects. The strategy will guide investment in certain areas such as community facilities, publications, communications, and access to training all of which have been highlighted in previous CNPA research, LDS consultations and other forums as areas of interest to particular groups.

The project applications and funding provided under the previous LEADER programme implemented from 2007-2013 clearly demonstrate that there are areas of interest to particular groups. There are a wide range of groups involved in community led local development throughout the Park and all of these groups will have interest in the LDS. The strategy communication and implementation needs to reach all groups which have a particular interest in any of the themes or overall aim of the LDS.

e) Does it relate to an area where CNPA has set equality outcomes?

Yes (If yes, please specify)

Outcome 1 – By removing barriers, more equality groups, including young people, will enjoy, learn about and help to conserve and enhance the Park.
Outcome 2 – People of all abilities will be able to access more barrier-free paths in the Park.
Outcome 3 – People from all equality groups will be aware of and able to access information about the Park, including its recreation opportunities

f)   Does it relate to an area where there are known inequalities? **No**

6 If you answered **Yes** to any of the above, please proceed to **Q7**. If you answered **No** to all of these, you do not need to carry out a full EqIA so proceed to question 12 to sign and complete the initial screening process.

Question 7

a) You will need to consider all equality groups (protected characteristics)**.** A fuller explanation of the characteristics can be found here. Consider any evidence to suggest there are different needs or expectations, equal access to services and opportunities, patterns of representation, different experiences, or different levels of satisfaction. Consider informal sources of information as well as published or unpublished research. One of your first stops should be reference to completed generic EqIAs which may suggest possible impacts. You may also have consulted the **Inclusive Cairngorms** advisory forum. Other sources might include information from monitoring, visitor survey, consultation exercises, corporate guidelines / best practice from CNPA and other organisations or expert advice.

You could also consider other public organisations and their EqIAs. The CNPA library contains published data also.

b) Using your evidence, consider the impacts carefully and detail whether it is a high, medium or low impact. You may also want to think about whether impacts are positive or negative. Refer to the generic EqIAs where appropriate.

Prioritising projects for high, medium or low impact:

High – the project affects significant numbers of people, and/or there is significant potential for adverse impact

Medium – the project affects some people and/or there is some evidence to suggest adverse impact.

Low – the project affects few people and/or there is little evidence to suggest adverse impact.

Example: CNPA website

* Equality Strand – Disability

* Impact – Visual Impairment will impact on someone's ability to access the website giving them a negative experience

* H, M or L – High impact as it is important to make all CNPA information both printed and electronic as accessible as possible

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7 What evidence is already available to you to help you identify the impact that the project may have on the equality groups (e.g. what do you already know about the diversity of your target audience and their needs and/or experiences?).

a) Source of evidence:

- National data on contextual information in the target area including demographics, economics and equalities.
- CNPA data on Park specific contextual information including demographics, economics, equalities and access
- CNPA Equality Outcomes and supporting guidance documents
- National standards and guidelines for equalities and community led local development
- This project follows on from LEADER programme 2007-2013. Similar types of activities will be funded under the 2014-2020 programme, which means the lessons learned and experience gained previously can be built upon

Equality group	Impacts (positive, negative, no effect, not clear)	High, medium, low
Age	General: There is a high reliance on the car to access key services in rural areas, where the affordability and availability of public transport can be problematic. While relevant to all rural inhabitants, infrequent, unreliable public transport can particularly impact on the elderly, young people and disabled people Positive project impacts: - Transport is identified as a key theme therefore projects providing solutions should be funded - Focus on sustainability should mean that funded transport solutions are for the long term Possible negative impacts: - Small isolated communities are not covered by project activities - There is no third sector sustainable solution therefore activities are not implemented - Small isolated communities are unable to access funding as their proposed projects are too small or their isolation hinders the building of successful partnerships with other communities either due to geographical distances, travel times or lack of contact Lack of affordable housing is a problem in some rural areas but particularly affects young people, local businesses and migrant workers. There is also a scarcity of suitable housing for the elderly and the disabled in particular rural areas. Possible positive impacts: - Projects may be funded that directly make affordable housing available - Highlighting the issue in the LDS will increase discussion and data collection on the challenges leading to the development of innovative solutions Possible negative impacts: - There will be limited direct solutions to this issue that are feasible with LEADER funding and the strategy may lead to false expectations - The LDS is for the period 2014-2020 therefore may not support the implementation of long term solutions Older People: There is an increasing older population. There can be a positive impact through projects addressing identified needs: - Increased appropriate transport services	High

- Health and Wellbeing activities including access to services

Possible negative impacts:
- The majority of information and grant management procedures will be IT based which may be less accessible to older people
- Web or paper based information will be hard to access for people with visual or other impairments
- Increased isolation if unable to participate
- The language, terminology and acronyms used in the LDS may be challenging for some to understand

Young People:
There are problems with out-migration of young people from rural, and especially remote rural areas in Scotland attributed to lack of educational and employment opportunities and affordable housing. Whilst this is less pronounced in the Cairngorms National Park it is a problem within specific local communities.
Possible positive impacts:
- Young people are a key target group of the strategy and themes within the strategy therefore there will be projects directly addressing their needs
- The proposed strategy implementation has a particular focus on involving young people in project selection and implementation
- There is a focus on access to training opportunities, up-skilling and employment within the strategy (also see gender below)
- The LDS implementation will potentially provide increased volunteer opportunities for young people to build skills and capacity

Possible negative
- The majority of information and grant management procedures will be IT based which may be less accessible to young people without computers
- The language, terminology and acronyms used in the LDS may be challenging for some to understand
- Young people may not be reached by information as they engage in different networks
- Lack of confidence or knowledge on how to get involved leads to low levels of participation
- Indirect costs (e.g. transport, childcare, time away from income generating) of participating or volunteering mean young people cannot get involved
- Not perceived as relevant to them – traditionally community development is what older people do or it is to meet older peoples interests

Disability	There is a lower proportion of disabled people in rural areas than in urban areas, although there is a higher proportion of disabled people living in remote small towns Possible positive impact - Directly targeted project activities to address identified needs Possible negative impact / challenges - Printed or online materials not accessible to those with visual impairments or other barriers - Access and accessibility to public meetings may be limited for those with visual, hearing, physical or other disabilities - Materials and information may not be accessible for those with learning disabilities thus limiting their participation - Ability to apply and fully participate may be limited by online written application forms - The language, terminology and acronyms used in the LDS may be challenging for some to understand	High
Gender / gender reassignment	There is some evidence to suggest that women's contribution to the economy in rural areas may be particularly undervalued due to some of the work being underpaid Focus on land based training which is traditionally not seen as a role for women. (data collected in a land based training project under the previous programme showed only 20% of training participants were female) The challenge of affordable and appropriate child care is a problem within the Park identified through the 2007-2013 programme and other research. Possible positive impacts: - Projects directly address childcare needs in a sustainable manner Possible negative impacts: - Continued focus on land based training without addressing underlying cultural issues reinforces gender issues - Continued focus on land based training means that women's training needs are not fulfilled - Costs of or lack of childcare prevents participation in activities and strategy delivery	Med
Marriage and civil partnership	No known impact	

Pregnancy and maternity	Accessibility of public meetings may be hindered due to a lack of appropriate transport, access, childcare or other barriers such as privacy for breast feeding. Positive impacts: - could be direct target group for project activities addressing identified needs and gaps Possible negative impacts: - challenges to participation in activities	Low
Race	There is limited information available on issues and influence of race in the LDS target area. Therefore there is a need for further data analysis and identification of any equalities issues. Possible positive impacts: - Focus on community activities may help tackle local level barriers and discrimination Possible negative impacts: - Written materials may not be easily accessible to non first language English speakers	Low
Religion / belief	No known direct impact	
Sexual orientation	No known direct impact	

Question 8

Thinking about implementing the project, how is it likely to affect or help to:

a) eliminate discrimination, eg against disability, harassment, victimization, or less favourable treatment. *Example: in CNPA employment and recruitment activities*

b) advance equality of opportunity eg by removing or minimizing disadvantage linked to gender, age, ability etc, or encouraging participation of under-represented groups.
Example: Ensuring accessibility of CNPA publications or meetings; providing staff with training and development opportunities

c) foster good relations eg by tackling prejudice and promoting understanding
Example: Provision / promoting equalities and diversity training to Park service providers; using relevant images in publications; gathering relevant equalities data in surveys, feedback forms, etc

List the good practice that you are already doing!

Question 9
Insert guidance on Human Rights!!

8 Considering the impacts identified in 7b, how will the project affect or help to eliminate discrimination, advance equality or foster good relations between groups of people?

	Project activity (stating which equality groups are likely to be affected)
a) Eliminate unlawful discrimination	No known impact
b) Advance equality of opportunity	The project will promote best practice in the advancement of equality of opportunities through its own activities and encourage all project stakeholders to do the same. All grant applicants will be required to complete equalities information which we will use to identify gaps and think about innovative ways of targeting appropriate activities. Equality of opportunities will be monitored throughout the project and the information gathered used to review and revise project activities. The project will seek to use a variety of tools, partners and methodologies to advance equalities throughout delivery. These will be a clearly specified in the business plan. Furthermore, grant management processes will be simplified where possible to encourage broad range of applicants. Equalities will be a criteria in application assessments prior to funding decisions.
c) Foster good relations between groups of people	The project will promote relations between groups through requiring delivery of projects by organizations working in partnerships. Good relations between groups and people at the community level will be enhanced through community planning processes. The Cairngorms Local Action Group will be a diverse group of skilled people representing a wide variety of sectors and organizations enabling relationships to be built between individuals and the groups they represent. It will also function as an enabling organization promoting good practice in equality to partners involved in strategy delivery.

9 Could the project have implications for human rights? What would these be?

> No known implications.

10 Considering your responses to Q7-9 will determine whether you need to do a full EqIA. A full EqIA is required if :

- you have no or little info which tells you whether the project is likely to affect equality groups
- you have identified a High impact in 7b but you are not confident that you understand how the project will affect the relevant equality group.

Do you plan to carry out a full EqIA? **Yes**

What information supports your decision?

> Two sections under section 7 are highlighted as high impact
>
> The successful delivery of the project requires the participation of all community members; therefore mitigating any negative equalities impacts is seen as a critical component of project delivery.

To complete the initial screening, carry out a final check, and both you and your line manager should sign and date the form before passing to Catriona Campbell. A copy should be kept for your files.

Please also email this document to

CatrionaCampbell@cairngorms.co.uk, and
Elspethgrant@cairngorms.co.uk

11 Finally, is there any action that can be taken even if a full EqIA is not required? **n/a**

12 Screening Completion

Completing Officer: **Date:**

Line Manager: **Date:**

Please email this initial screening document to CatrionaCampbell@cairngorms.co.uk and a copy should be retained for your own files.   If you need to complete a full EqIA, please continue.

Under the Freedom of Information Act, we have a duty to release this initial screening document if we are asked to. This document will also be available on the CNPA website.

FULL EQUALITY IMPACT ASSESSMENT (EqIA)

Gathering additional information

13 If your project has a **high impact** on any equality group, or you have identified a gap in evidence, you may need to carry out further research or consultation to ensure that the project/policy is effective and fully meets the needs of users. Please provide details below.

Evidence Gathering:
- Further analysis of available Park data from a number of sources with a focus on equalities. (see LDS for details of accessed data sources)
- Review of other EQIAs relating to similar activities in the Park
- Updating and review of VOICE tools

Consultation/involvement:
- Online consultation on LDS from 10th February to 11th March 2014 – 74 responses received. All responses were analysed and any equalities issues raised included in this EQIA. (no specific equalities data was collected)
- Six consultation events each held in different communities in the Park with a total of 107 attendees. All responses were analysed and any equalities issues raised included in this EQIA. (no specific equalities data was collected). It was noted during the events that there was very limited participation of community youth. Further specific focus groups were conducted to capture youth input to the strategy and to investigate potential barriers to participation and strategy impacts on the youth.
- Based on the previous programme activities and the consultation process it was identified that there was limited involvement of the business community. Therefore, specific focus groups were held with local businesses.
- Discussion of draft strategy at the Inclusive Cairngorms meeting 11th March 2014. Full details of this meeting are in the minutes. General equalities comments were equalities awareness to be embedded in all projects, use a variety of communication means to share information public meetings should be accessible and need to harness skills of volunteers with disabilities. The issue of IT skills, access and accessibility was raised as a key equalities consideration for all aspects of the project.
- Direct input from Elspeth Grant the CNPA Equalities Champion

Assessing impact

14 Has this further research/consultation highlighted any additional issues to those you had already identified? Please list below, any new impacts identified and state whether these are positive or negative and whether they are high, medium or low impacts. Explain briefly your thinking.

Equality group	Impact / issue **Positive or negative? (P/N)**	Is it high, medium or low impact?
Age	Further evidence gathered reinforced initial findings and provided more data specific to the National Park context. It also identified some additional issues. Age profile comparison between 2001 and 2011 shows increasing numbers of older people living in the Park whilst the number of young people is generally reducing. This reflects National trends in particular the trend for rural areas however in comparison with other rural areas, this dip is less pronounced. Data zone analysis shows that the issue is significantly different in different communities in the Park and there is a need for both general and targeted interventions to address the problem. All data zones in the National Park have experienced a decline in health ranking between 2009 and 2012 suggesting a need for mitigation to prevent further declines. The proposed restructuring of health and social care services in the North of the Park will have a major impact on peoples' access to services and support over the coming programme. Any community activities need to be proactive in monitoring development and responsive to changes in need. Other caring responsibilities which impact on all were identified in addition to child care responsibilities. The positive and negative impacts are similar to those for childcare, but it will be important to ensure that all caring responsibilities are considered throughout LDS development and implementation. The youth focus group emphasised the lack of knowledge about community led local development and the role that youth can play. There was a willingness to be involved and the LDS focus on youth should have a positive impact in encouraging youth involvement in community activities. The National Park average house price is 130% above the national average emphasising the challenge of affordable housing especially for people with low income or seasonal employment.	High

	A broadband coverage survey conducted in 2013 identified variability in broadband access across the Park and problems of regular drop outs. Lack of or intermittent access to broadband impacts on access to training, services, communication and support for all sectors of the communities. In the Scottish Index of Multiple Deprivation (SIMD) 40% (12/30) of the datazones in the National Park are in the poorest 5% nationally for Access to Services. Difficulty in accessing services is further enhanced for those who do not have access to a car and are reliant on public transport and for those with mobility issues. Provision of public transport if variable across the Park. 13 datazones were in the 5% most deprived for Public Transport. Using the further evidence the impacts of the strategy were reviewed and refined. Additional impacts identified are: Possible positive impacts of the LDS: - Increasing employment opportunities for under-represented groups including disabled, young, women - Involve young people with disabilities in activities - Inclusive approach to accessing computers (it is not specifically age related) - Opportunities for inter-generational learning and activities should be encouraged - Opportunities for supporting projects to increase well-being and social inclusion of elderly	
Disability	There is limited specific data available on levels of disability within the National Park and where possible, relevant and appropriate further data should be gathered during delivery of the strategy. According to national data there 330 people in the Park who are on long term sick or disability allowance. During the evidence gathering activities a number of further project impacts were identified in addition to those from the EQIA screening. Opportunities for positive impacts: - advancing equality of opportunities for those less able to access facilities, local area and services - increasing digital access through increased use and availability of adaptive equipment to facilitate IT use - harness the skills and talents of volunteers with disabilities – let them know that facilities will meet their needs including transport, working from home, facilities, effort can be brought in Other issues that were identified and need to be given due consideration	High

	during project implementation are that: - all public meetings should be accessible e.g. hearing loops, - all groups should be considered for projects relating to accessing the landscape, wildlife and heritage - health walks and outdoor recreation options should be adapted to meet needs.	
Gender	Further evidence gathering identified that there are significant differences in the level and type of employment between males and females in the Park. The total number of males working is slightly higher than females. Over 60% of full time employees are male, over 80% of part time employees are female and over 60% of those self-employed are male. Ten times as many women as men stay at home to look after the household. This difference in working profiles will affect peoples' opportunities and barriers to involvement in the project activities and must be considered in activity design and delivery to enhance access and where appropriate assist targeting. No further issues identified	Med
Gender reassignment	No further issues identified	Low
Marriage and civil partnership	There are low numbers of single parent households in the National Park. The highest percentages for these households are in Kingussie (8%) Tomintoul (9%) and Aviemore (10%). Possible opportunities for positive impacts: - could be a direct target group for project activities addressing identified needs and gaps - childcare provision has been identified as a key challenge in the Park and activities to address this could also assist single parent households Possible negative impacts: - lack of access to project activities could lead to increased isolation	Low
Pregnancy and maternity	No further issues identified	Low
Race	Further evidence gathering provide an increased understanding of issues relating to race in the Park. Generally there is little diversity. Most residents are White, predominantly Scottish with 21% Other British. Only 7% (1,247) are from other ethnic groups. There are only 215 people of non-white ethnicity There is a population of 383 Polish people living in the Park, over 43% (167) of whom live in Aviemore data zones, with a further 22% (85) in Grantown on Spey and Dulnain Bridge data zones. There are other small pockets of diversity across the park. Although these groups make up only a small proportion of the population it is the low population figures which may in	Low

	themselves represent issues for these groups. No further issues identified	
Religion/belie f	No further issues identified	Low
Sexual orientation	No further issues identified	Low

Question 14 continued

For example, although we fund some Ranger Services, it is mostly local authorities who employ rangers. Rangers have an opportunity to provide equal opportunities, promote positive attitudes and encourage good relations between people of different groups. As a result, it is important that rangers receive equality training which may be provided by local authorities.

Consider any negative effects and whether they could be justified. Perhaps there is conflict with your legal duties, our strategic aims or local commitments or needs. *For example, if the project involves volunteering but only for those over the age of 18, this has a negative effect on young people but can be justified under the Child Protection Act and health and safety regulations.*

Consider any positive effects and how you can take full advantage of them.

Question 15
See Question 8 guidance

Question 16
Once you have gathered the information, assessed the effects and got views through consultation, you can come to a conclusion about what you will do.
a) **Apply the project** with no major change ie, the assessment shows the project is robust and has maximized the opportunity for equality
b)**Adjust the project** to remove negative impacts or to advance equality
c) **Continue the project** despite identifying adverse effects
d) **Stop the project** where adverse effects cannot be justified / mitigated

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15 Considering any new impacts or issues identified, **how will your project affect or help to**:

	Project activity (positive or negative)
a) Eliminate discrimination Eg against disability, harassment, victimization, less favourable treatment	The LDS can have a positive impact through facilitating training for applicants on the laws surrounding equalities and supporting groups in developing equalities related policies, practices and organisational cultures.
b) Advance equality of opportunity Eg remove/minimize disadvantage, meet the needs of different groups, increase participation of certain groups, take account of disabled people's impairments	Nothing further identified
c) Affect good relations between groups Eg tackle prejudice, promote understanding	Nothing further identified

16 Having considered the impacts, you have four options. Please tick:

a) Apply the project [ ]
go to Q17
 with no major change

b) Adjust the project [X]

c) Continue the project [ ]

d) Stop the project [ ]

If you answered a, c or d please provide reasons:

[ ]

Question 17
Refer to the [Park for All checklists](#) for possible actions to consider.

You should identify who will take forward any actions, and set a target date for doing so. When considering other measures, consider whether any revisions you make are justified, given the importance of the project (in other words, in terms of their effects, cost and so on).

Question 18
Monitoring is part of the process as it helps identify the actual effects of the project and any changes you make, and trends over a period of time.

Question 19
To complete the full EqIA, carry out a final check, then you and your line manager should sign and date the form. The form should then be emailed to Catriona Campbell. All full EqIAs will be logged and actions monitored by the Park for All group who meet quarterly.

Action Planning

17   Based on impacts identified, what changes will you be making to the project as a result of going through the EqIA process?

There is no need to make major adjusts to the project as it has been developed in line with the European and UK equalities legislation. This EQIA has identified potential negative and positive impacts related to equalities. The proposed actions below seek to mitigate the negative and enhance the positive. These actions will be included in the project action log and incorporated into project activities. It is clear that many of the equalities issues identified relate to the process for strategy implementation and the process of implementation will be regularly reviewed.

Key actions:
- Equalities awareness should be included in all projects – this could be supported by the CDO network and possible role of Inclusive Cairngorms and Badenoch and Strathspey access panel
- Monitoring and evaluation activities should collect equalities information as reasonable and appropriate. This will be supported by training and clear guidance for applicants on data collection. Given the sensitivity and challenges identified during the 2007-2013 programme to collecting equalities related data there will need to be detailed consideration of appropriate tools. Data will be cross referenced with other sources to give a more holistic picture. As a minimum applicants will be asked for data relating to their organisation in the application process. All equalities data collection will provide respondents with the right to not comment.
- Include statements on all publications regarding large print / alternative formats available on request
- Use of a range of media to promote strategy and peoples participation (website, social media, email, local press, CDOs, partner networks, advisory forums).
- Use of plain English approach in all documents, correspondence and other communication forms
- Regular meetings will be held with Inclusive Cairngorms to update on progress and get feedback on implementation. Inclusive Cairngorms will be invited to provide a nominee to the LAG advisory panel.
- Training to be provided for staff and LAG members on equalities issues
- Equalities and representation of LAG and other decision making bodies to be considered during establishment
- All projects to have an equalities action plan/statement – where they do not have this support will be provided in developing and implementing one

- Equalities will be considered when producing materials, including attention to language and terminology
- When available the data gathered in the Cairngorms National Park Visitors and Residents Survey 2014/15 will be reviewed and where appropriate used to inform LAG activities. Furthermore any future surveys or data collection relating to equalities will be used to update the EQIA. Where possible the LAG will input to survey data collection tools to ensure equalities information is collected to add to available data and understanding.
- An EQIA to be completed for the LAG handbook and processes
- LAG handbook to include information on equalities.

Monitoring arrangements

18 Explain how you will monitor and evaluate this project, and if required, when this project will be reviewed?

The project will have a specific monitoring and evaluation framework which will detail key performance indicators, measurement tools and timelines. Each applicant will be required to develop a similar framework with indicators for their project. Standard data with clear definitions will be collected by all applicants and used to inform regular monitoring.

The LDS and LEADER programme are subject to Scottish Government monitoring and accreditation and an annual basis.

Monitoring data will be reviewed quarterly, the business plan will be reviewed annually and the LDS reviewed on a two yearly basis.

19 Completion

Completing Officer:	Date:
Janette Macleod	18th August 2015
Line Manager:	Date:
Alice Mayne	24th August 2015

Please note that you have a duty to provide feedback – at an appropriate time during the project – to the people you consulted in the process of carrying out this EqIA.

Please email this full EqIA to CatrionaCampbell@cairngorms.co.uk and a copy should be retained for your own files. **We have a legal duty to publish the results of full EqIAs; these will be published on our website.**