



Serving Aberdeenshire from mountain to sea – the very best of Scotland

**Multi-Equality  
Impact Assessment  
Toolkit**

**Form**

2007

**Name of Policy: Aberdeenshire Council Strategic Priorities 2007-2011**

**Before commencing with the Multi-Equalities Impact Assessment (MEIA), please make reference to the MEIA Guidance Notes, which will give guidance on each of the sections included.**

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**Section One: Function / Policy Details\***

(Page 4 of the Guidance Notes)

1.1

|  |   |
|--|---|
| Name of Function / Policy                  | Aberdeenshire Council Strategic Priorities 2007-2011  |
| Lead Service / Partnership                 | Chief Executive   |
| Policy Officer (Name / Position)           | Joanna Shirriffs/Vivienne Tegg, Policy Manager  |
| Impact Assessment Team (Names / Positions) | Kate Bond, Head of Communications<br>Erin Wood, Policy Officer, Community Planning<br>Vivienne Tegg, Policy Manager<br>Mary Lennox, Education Network Manager, ELL<br>Sheena Swinhoe, Strategic Development Officer, H&SW<br>Jim Buchan, Legal Manager L&A<br>Sharon Faulkner, Personnel Manager, P&ICT<br>Gillian Buchanan, Support Services Manager, P&ES<br>Philip McKay, Transportation Strategy Manager, T&I |

\*Policy could be formal or informal and may include strategy, project or practice.

1.2 Is this function / policy...

|          |               |
|----------|---------------|
| New? (✓) | Existing? (✓) |
| ✓        |               |

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|  |  |
|--|--|
| 1.3 What are the main <b>aims</b> of the policy?         | The Strategic Priorities set a clear direction for the Council for the next four years, guiding policy development, ensuring that resources are allocated appropriately and effectively, and promoting continuous improvement. |
| 1.4 Who are the main target groups / beneficiaries?      | Residents in Aberdeenshire, Community Planning Partners and other partner organisations, businesses, Councillors, Council Services and all Council employees.  |
| 1.5 What are the intended <b>outcomes</b> of the policy? | That Aberdeenshire is the best area and the best Council in Scotland.  |

**Section 2: Information Gathering**  
(Page 5 of the Guidance Notes)

2.1 Gathering information and evidence used to assist the impact assessment process

| <b>Information / Evidence</b>                | <b>✓relevant box</b> | <b>List details (source, date, scale etc.)</b>   |
|--|----------------------|--|
| * Community consultation                     | ✓                    | Via public representatives through Policy & Budget Steering Group, Policy & Resources Committee and full Council   |
| Research (including websites & legislation)  | ✓                    | All background material used to formulate the Strategic Priorities   |
| Officer knowledge and experience             | ✓                    | See Impact Assessment Team members above. Directors and Heads of Services who have all contributed to the Strategic Priorities and who are experts in their field. |
| Equalities monitoring data                   |                      |  |
| Service user feedback (including complaints) |                      | Monitoring draws on Residents' Research and Citizens' Panel feedback   |
| Partner user feedback                        |                      | Community Planning Partnership   |
| Other  |                      |  |

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**Section 3: Assessing the Impacts**  
(Page 6 of the Guidance Notes)

What likely impacts or issues do the function / policy have for different people and communities in the following group(s)?

3.1 Identify and describe any likely positive, negative or neutral impacts.

| <b>Equality Target Group</b> | <b>Positive Impact</b>   | <b>Negative Impact</b> | <b>Neutral Impact</b>   |
|------------------------------|--|------------------------|---|
| Race                         | <p>The strategic priorities specifically promotes inclusiveness under the theme 'Community Wellbeing' with specific actions to:</p> <ul style="list-style-type: none"> <li>• Work to integrate migrant workers and other ethnic minority groups into Aberdeenshire communities.</li> <li>• Ensure that services are accessible to all members of the community.</li> </ul> |                        |   |
| Gender                       |  |                        | There are no explicit references to gender issues in the strategic priorities framework |

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|                   |   |  |  |
|-------------------|---|--|--|
| <p>Disability</p> | <p>The strategic priorities specifically promotes inclusiveness under the theme 'Community Wellbeing' with specific actions to:</p> <ul style="list-style-type: none"> <li>• Ensure that services are accessible to all members of the community.</li> </ul> <p>In addition under the theme 'Lifelong Learning' there are specific actions to promote inclusiveness including:</p> <ul style="list-style-type: none"> <li>• Enhance Additional Support Needs provision.</li> <li>• Meet the leisure needs of disabled people.</li> </ul> <p>The priorities cover the needs of both those with physical and non-physical disabilities.</p> |  |  |
|-------------------|---|--|--|

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|                    |   |  |  |
|--------------------|---|--|--|
| Age                | <p>The strategic priorities explicitly cover all age groups, for example:</p> <ul style="list-style-type: none"> <li>• Engage with partners to ensure the needs of Aberdeenshire's children are met.</li> <li>• Work with partners to improve the health of the people of Aberdeenshire</li> <li>• Ensure that services are accessible to all members of the community.</li> <li>• Improve attainment and achievement for all users of the service</li> <li>• Improve youth work and youth participation.</li> <li>• Promote cultural opportunities for people of all ages</li> <li>• Enhance achievement through learning for adults.</li> <li>• Promote achievement through learning for young people.</li> </ul> |  |  |
| Religion & Belief  |   |  | There are no explicit references to religion and belief issues in the strategic priorities framework |
| Sexual Orientation |   |  | There are no explicit references to sexual orientation issues in the strategic priorities framework  |

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|  |   |  |  |
|--|---|--|--|
| <p>Other groups<br/>(please specify)</p> | <p>The strategic priorities contain specific key actions in relation to vulnerable children and adults, homeless people and those in fuel poverty:</p> <ul style="list-style-type: none"> <li>• Ensure child protection measures are in place to protect vulnerable children across Aberdeenshire.</li> <li>• Engage with Partners to ensure the needs of vulnerable adults are met.</li> <li>• Ensure the needs of homeless people are met in line with national policy.</li> <li>• Reduce the number of households in Aberdeenshire in fuel poverty.</li> </ul> |  |  |
|--|---|--|--|

(If no impact has been identified, and this is justifiable, please go to 5.1)

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3.2 Have any cross cutting issues been identified?

The cross cutting issues you should consider for the purpose of this MEIA are employees, health, access (including rural isolation), low income, unemployed, homeless and carers, or any other relevant issue(s).

**The framework nature of the Strategic Priorities 2007-2011 means that there are cross cutting issues through many of the themes. These have been identified by the services responsible for the policies that underpin the strategic priorities.**

**Section 4: Recommendations and Actions**

(Page 7 of the Guidance Notes)

4.1 As a result of this assessment, consultation, research and available evidence collected, state whether there will need to be any changes made / planned to the function / policy. Please clearly detail practical actions you would take to reduce or remove any identified adverse / negative impact.

(Please ensure that recommendations and actions are SMART)

There are no changes necessary to the Aberdeenshire Strategic Priorities 2007-2011. The aim of this document is to provide a strategic framework for the priorities of the Administration and as such the priorities' purpose is to guide decision making through the lifetime of the Administration. Based on the available evidence, including the expertise of the impact assessment team, Directors and Heads of Service, the strategic priorities have been assessed as having an explicit and positive impact on race, disability, age, vulnerable adults and children, homeless people and those in fuel poverty. Gender, religion or beliefs, and sexual orientation are not explicitly referred to in the Strategic Priorities. It could be argued that the framework nature of the Strategic Priorities would justify assessing the impact on these aspects of equality as positive, however on balance the impact on gender, religion or beliefs, and sexual orientation has been assessed as neutral.

Underpinning the Strategic Priorities are the key service strategies and policies of the Council. At the time of conducting this assessment 3 MEIAs have been conducted on policies that may contribute to the strategic priorities (Layby Order, Autism Strategy and Managing Unauthorised Encampments for Gipsys/Travellers). The programme of MEIAs currently being drawn up by the Management Team for their services that will be completed by 31/3/09 will ensure the Council has fulfilled its statutory obligation to promote equality of opportunity and good relations between groups in respect of policies referred to in the Strategic Priorities.

| <b>Recommendation</b>   | <b>Action</b>   | <b>Who</b>  | <b>When</b>                            | <b>Expected Outcome</b>  |
|---|---|---|--|--|
| Monitor progress in the completion of MEIAs for Council key service strategies and policies to ensure Strategic Priorities are covered. | A programme of MEIAs to be drawn up by Management Team. | Policy Manager to monitor progress in completion of MEIAs | As MEIAs completed up to 31 March 2009 | By 31 March 2009 MEIAs will have been conducted on key service strategies and policies in priority areas (i.e. priority areas committed to under the gender and disability schemes). |

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4.2 Detail any adverse impact that cannot be resolved, and justify the recommendation to continue with the policy.

| Detail   | Justification |
|--|---------------|
| There are no adverse impacts that can be identified. |               |

**Section 5: Performance Monitoring and Reporting**  
(Page 7 of the Guidance Notes)

5.1 Please explain **how** monitoring will be undertaken, **when** it will take place and **who** is responsible for undertaking it, making reference to any equalities action plans / service plans.

**Monitoring of the strategic priorities is done on a six monthly basis, three months in arrears. Performance definition and agreed measures were agreed by the Policy & Resources Committee in February 2008 and subsequently endorsed by the Council. Where relevant reference is made to equalities and diversity. The Policy Manager in the Chief Executive's service is responsible for preparing the monitoring report.**

**Section 6: Publishing the Results of the Assessment**  
(Page 8 of the Guidance Notes)

Prior to publication, the following signatures are required:

1. Head of Service or Service Representative

Signed: .....  
Name: Roger White, Head of Policy  
Date: .....

2. Quality Assured by  
(QA of the process followed is required by a MEIA trained officer)

Signed: .....  
Name: Jan McRobbie, Scrutiny & Audit Lead Officer  
Date: .....

Please email the completed MEIA to the Policy Officer (Equalities), Chief Executive.