

Equality Impact Assessment Template

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy or plan by anticipating the consequences, and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

1. IDENTIFICATION OF FUNCTION, POLICY OR PLAN	
Name of function/policy/plan to be assessed	Orkney College UHI budget for 2012/13
Service/service area responsible	Education, Leisure and Housing (Orkney College)
Name of person carrying out the assessment and contact details	Christine Scott, Business Manager Christine.Scott@orkney.uhi.ac.uk
Date of assessment	02/02/2012
Is the function/policy/plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly)	New

2. INITIAL SCREENING	
What are the intended outcomes of the function/policy/plan?	To set an initial budget for 2012/13
State who is, or may be affected by this function/policy/plan, and how	The provision of education, research and commercial activity will not change significantly. It is therefore not anticipated that stakeholders of Orkney College UHI, including students, customers and employees will be affected. If future announcements in funding require a revision in budget that requires savings to be made which would impact upon stakeholders, further Equality Impact Assessment would be carried out to consider any potential differential impacts in detail.
How have stakeholders been involved in the development of this function/policy/plan?	Staff engage in annual curriculum planning, employers engage with curriculum areas in an advisory capacity, the College Finance Working Group reviews the budget plan.
Is there any existing data and/or	Feedback from the engagement exercises referred to

research relating to equalities issues in this policy area? Please summarise. e.g. consultations, national surveys, performance data, complaints, service user feedback, academic/consultants' reports, benchmarking (see equalities resources on OIC information portal)	above have been taken into account when formulating the proposals. Capita report presents options for the future of the University of the Highlands and Islands which are undergoing consideration
Could the function/policy have a differential impact on any of the following equality strands?	(Please provide any evidence – positive impacts/benefits, negative impacts and reasons)
1. Race: this includes ethnic or national groups, colour and nationality	No
2. Sex: a man or a woman	No
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes	No
4. Gender Reassignment: the process of transitioning from one gender to another	No
5. Pregnancy and maternity	No
6. Age: people of different ages	No
7. Religion or beliefs or none (atheists)	No
8. Caring responsibilities	No
9. Marriage and Civil Partnership	No
10. Disability: people with disabilities (whether registered or not)	No

3. IMPACT ASSESSMENT

Does the analysis above identify any differential impacts which need to be addressed?	This assessment has not identified any differential impacts. If future changes in funding resulted in a revision in budget that required savings to be made further Equality Impact Assessments would be carried out.
How could you minimise or remove any potential negative	Appropriate and careful management of the budget

impacts?	
Do you have enough information to make a judgement? If no, what information do you require?	Yes

4. CONCLUSIONS AND PLANNED ACTION	
Is further work required?	Yes
What action is to be taken?	Budget will be adjusted to reflect funding announcements and any required savings and activities will be managed accordingly.
Who will undertake it?	Christine Scott
When will it be done?	Ongoing as announcements made and information becomes available with regards to funding and project income secured.
How will it be monitored? (e.g. through service plans)	Budget monitoring through OIC committees

Signature

Date 03/02/2012

Name CHRISTINE SCOTT
(BLOCK CAPITALS)

Please sign and date this form, keep one copy and send a copy to Corporate and Community Strategy. It should also be emailed to Corporate and Community Strategy.