



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Infrastructure Services
Section	Roads and Landscape Services
Title of the activity etc.	Parks and Open Spaces
Aims of the activity	<p>Budget allocations on Budget Pages 100, 103, 104 and 105 support the management and maintenance of the parks and open spaces across Aberdeenshire</p> <p>The approved Parks and Open Spaces Strategy fully details the principles of service delivery and has the stated Vision to:</p> <p>“Provide high quality multi-functional open space that is easily accessible, safe, welcoming, rich in biodiversity and sustainably managed for the future; which encourages a sense of belonging, and enhances the quality of life of those people who live, work in and visit Aberdeenshire”.</p>
Author(s) & Title(s)	<div style="background-color: #cccccc; width: 150px; height: 20px; display: inline-block;"></div> Head of Roads and Landscape Services

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	<p>Citizen’s Panel Complaints, Compliments, Comments feedback Reputation Tracker Residents’ Survey</p>
Internal consultation with staff and other services affected.	<p>Landscape Services Management Team, Team Brief minutes, Roads and Landscape Services Management Team. Kdi Silver Project Amenity Open Space Maintenance.</p>
External consultation (partner organisations, community groups, and councils).	<p>Development of the Open Space Strategy included consultation with Gordon Disability Action Group and Citizens panel.</p>

External data (census, available statistics).	Association of Public Sector Excellence Performance Networks
Other (general information as appropriate).	Ad hoc information from community groups, such as that received during information gathering for the annual bedding plant initiative.

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger	Yes			
Age – Older			Yes	
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?

Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.	Provide good quality open spaces to provide opportunities for exercise and relaxation having a positive effect on physical and mental health	
	This budget lines supports the management and maintance of equipped play areas for children of all ages.	

Stage 7: Have any of the affected groups been consulted?

If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	No
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Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?

These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale
	N/A	

Stage 9: What steps can be taken to promote good relations between various groups?

These should be included in the action plan.

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).

Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	The parks and open spaces controlled by Landscape Services managed and maintained as a resource open to appropriate use by all.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	None	
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

N/A

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Road and Landscape Services	
	2) Title of Policy/Activity	Parks and Open Spaces Budget Pages (if appropriate)	
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: <input type="text"/>	Name: <input type="text"/>
		Position: Head of Roads and Landscape Services	Position: Principal Landscape Officer
		Date: 29/11/13	Date: 29/11/13
		Signature:	Signature:
		Name:	Name:
		Position:	Position:
	Date:	Date:	
	Signature:	Signature:	
4) Consultation with Service Manager	Name:		Date:
5) Authorisation by Director or Head of Service	Name: <input type="text"/>	Name:	Date:
	Position: Director of Infrastructure Services	Position:	Date:
	Date: 16 December 2013	Date:	Date:
6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.			Date:
7) EIA author sends a copy of the finalised form to: eia@abdshire			Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:

