



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Housing & Social Work
Section	Strategic Planning & Delivery Team
Title of the activity etc.	Gypsy Traveller Budget
Aims of the activity	Meeting the accommodation needs of the Gypsy/ Traveller Community
Author(s) & Title(s)	<div style="background-color: #cccccc; width: 100px; height: 20px; display: inline-block;"></div> Housing Manager Minority Ethnic Communities Officer

Stage 2: List the evidence that has been used in this assessment.

Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Minutes of the Gypsy/ Traveller Officer Group (GTOG) (2012-2013) Minutes of the Minority Ethnic Working Group (2012) Minutes of the Gypsy/ Traveller Sub Committee (2012) Minutes from the Scottish Government's National Guidance for Gypsy/Traveller Encampments (2012) Minutes of the Planning for the Future Group (Nov 2012, Feb 2013) Aberdeenshire Council data on Unauthorised Encampments (2009-2013) Aberdeenshire Council Local Housing Strategy (2012)
Internal consultation with staff and other services affected.	Ongoing consultation with officers from Landscape Services (from Sept 2012) Ongoing consultation with members of GTOG (from Sept 2012) Minutes as above Consultation with Planning for the Future Group (Nov 2012, Feb 2013) Minutes as above
External consultation (partner organisations, community groups, and councils).	Gypsy/ Traveller Interagency Group - including Aberdeen City Council, NHS Grampian, Grampian Police, the Moray Council Grampian Fire & Rescue Service (GRFS) Scottish Government - Minister's Working Party Strategy The Equal Opportunities Committee
External data (census, available statistics).	Scottish Government Gypsy/ Traveller Twice Yearly Count Census data Craigforth (2009) Research findings

Other (general information as appropriate).	
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Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	Yes Gypsies/ Travellers are transient by nature Gypsies/ Travellers do not like to self identify

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:
	Education promoting hand-held school records	Ongoing
	Gypsies/ Travellers are encouraged to fill out Aberdeenshire Council's Monitoring Forms	Ongoing

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.	A base for children and adults to avail of Council and other public Services	
	A base for Gypsies/ Travellers to access disability services	
	Meeting the accommodation needs of this minority ethnic community	
	Providing a base for pregnant women for access to health care services	

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?	<p>Consultation has taken place as part of the Craigforth Research in 2009.</p> <p>The Council's Gypsy/ Traveller Liaison Officer (GTLO) regularly consults with the Travelling community</p> <p>The GTLO consulted the Travelling community between May and July 2013 on sites proposed.</p> <p>The GTLO consulted the Travelling community on proposed rent increases for permanent site in Banff.</p>
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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

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

These should be included in the action plan.	<p>Take forward the findings from the Equal Opportunities Committee Inquiry into Where Gypsies Live (2013)</p> <p>Actions within Aberdeenshire Council's Gypsy/ Traveller Action Plan</p> <p>The Interagency Gypsy/ Traveller Group have a Grampian wide Gypsy/ Traveller Action Plan</p> <p>Actions within Aberdeenshire Council's Minority Ethnic Action Plan</p> <p>Ongoing dialogue with the Travelling community and the local community</p>
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Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

<p>Helps meet the accommodation needs of the Gypsy/ Traveller community.</p> <p>See stage 6.</p>
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Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).	<p>Monitor site usage including breakdown by protected characteristic</p> <p>Monitor number of unauthorised encampments in Aberdeenshire</p> <p>Monitor the compliance of the Code of Conduct</p>
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Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	Access to permanent and authorised sites clearly address a need for the gypsy traveller community without detracting from the wider community. Sites will be available to all protected groups.	
	2	<p>Negative Impacts have been identified, these can be mitigated - please explain.</p> <p>* Please fill in Stage 13 if this option is chosen.</p>
	3	<p>The activity will have negative impacts which cannot be mitigated fully – please explain.</p> <p>* Please fill in Stage 13 if this option is chosen</p>

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

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team			
	2) Title of Policy/Activity	(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: Housing Manager Date: 26 Nov 2013 Signature:	Position: Minority Ethnic Communities Officer Date: 26 Nov 2013 Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
	4) Consultation with Service Manager	Name: <input type="text"/>	Date: 26 Nov 2013	
	5) Authorisation by Director or Head of Service	Name: <input type="text"/>	Position: Head of Housing Date: 26 Nov 2013	Name: Position: 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:	

Action Plan					
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications
Monitor site usage including breakdown by protected characteristic	April 2013	Ongoing	[redacted] (unauthorised encampments) [redacted] (authorised encampments) [redacted] (Greenbanks site)	Ensure the particular needs of the Travelling community are being met	None
Monitor the number of unauthorised encampments in Aberdeenshire	2010	Ongoing	[redacted]	Reduction in the number of unauthorised encampments in Aberdeenshire	None
Monitor the compliance of the Code of Conduct	2010	Ongoing	[redacted] (unauthorised encampments) [redacted] (authorised encampments) [redacted] (Greenbanks)	Increase in the compliance of the Code of Conduct	None
Education promoting use of hand held school records	2013	Ongoing	[redacted]	Meeting the educational needs of Gypsy/ Traveller children	None
Gypsies/ Traveller are encouraged to fill out Aberdeenshire Council's monitoring forms	2010	Ongoing	[redacted]	More informed of the number of Gypsies/ Travellers in Aberdeenshire	None