



Equality and Fairness Impact Assessment (EFIA) Form and Guidance

If the 'policy or practice'* you are developing or going to develop is assessed as relevant after undertaking the online screening process (the Impact & Value Assessment) - that is, it will have an impact on people - you should complete an Equality and Fairness Impact Assessment (EFIA).

This form (which includes accompanying guidance) should be completed.

*see full definition on page 5

EFIA – Guidance

The purpose of the EFIA is to ensure that decision makers are fully informed, at a formative stage in the decision-making process.

Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Under Part 1 of the Act 'The Fairer Scotland Duty', the Council is required to actively consider how it can reduce inequalities of outcome caused by socioeconomic disadvantage, when making strategic decisions.

The online Impact and Value Assessment (IVA) has been developed within the Council to assess all proposals against criteria for reducing poverty and socio-economic disadvantage, eliminating discrimination, advancing equality of opportunity, and fostering good relations between equality groups.

The IVA should first be used at the initial stages of proposal development to **screen** the proposal for any likely positive or negative effects in relation to equality, fairness and human rights. After completing the IVA, it should be evident if your proposal is likely (or not) to have significant implications for: reducing poverty and socio-economic advantage, eliminating discrimination, advancing equality of opportunity, and fostering good relations between equality groups. **If the screening process identifies that there are implications, the IVA will direct you to undertake a full Equality and Fairness Impact Assessment (EFIA).**

When should I carry out an EFIA?

In order to fulfil our general duty, it is critical that the all services conduct an EFIA in the following circumstances:

- **All** significant policies, strategies and projects* should have as a minimum an EFIA screening inbuilt as part of the risk assessment process.
- **All** budget options for each financial year will require to be EFIA screened. (It is possible to group individual options if they relate to one particular service area).
- **All** Reports to Committee now require Equalities Impacts to be reported either as a screening or full EFIA. Significant service reforms **may** require a Full Report to be completed, or as a minimum, a justification in a Screening Report as to why the Full Report was unnecessary.

Equality and Fairness Impact Assessment Screening

A screening can be undertaken as part of a scoping exercise prior to a full report, or it can stand alone as final summary if no significant Equality and Fairness Impacts are identified or arise subsequently in the policy or plan implementation. This is done using the online Impact and Value Assessment.

Equality and Fairness Impact Assessment Full Report

A full report (using this form) should be conducted where a Screening indicates an area or areas that require more detailed consideration.

*see full definition on page 5

Stage 1: Screening

As noted above, a screening should ideally be carried out at the outset of a policy, service reform, or budget proposal* in order to embed consideration of equalities and fairness at the earliest part of the project plan or process.

In order to complete screening please follow the guidance provided within the online [Impact and Value Assessment](#).

A Screening Report should be conducted prior to identifying if a Full Impact Assessment is required, and the findings of the report should inform the introduction to the assessment; and provide the context and background, to outline the purpose and direction of the Full Impact Assessment.

Stage 2: Full Impact Assessment

If there are any areas that arise as part of the screening process that require further investigation or highlight areas of concern with regard to likely impacts across any or all protected characteristics, then a Full Impact Assessment report be conducted.

*see full definition on page 5

EFIA Form

Complete this for all relevant policies.

'Relevant' means it will have an impact on people.

'Policy or Practice' - see definition below.

Definition of policy or practice for the purposes of EFIA:

For the purposes of an EFIA the term 'policy or practice' covers Service delivery and Employment. This can include a Policy, a Plan, a Strategy, a Project, a Service Review, a function, practice or service activity or a Budget option.

Section 1: Policy Details (see definition of Policy' or Practice' above)

Name of Policy or Practice:

Climate Change Strategy and Action Plan with Third Year Updates

Service and Division/Team:

Climate Change and Zero Waste/Environment and Infrastructure

Owner/Person responsible (include your name and position):

Divindy Grant – Team Leader, Climate Change and Sustainable Development

Impact Assessment Team (include your names and positions). This team can consist of two people or more as appropriate:

Divindy Grant – Team Leader, Climate Change and Sustainable Development
Eirini Kourtesi – Climate Change Officer

Is the 'policy' or 'practice' being impact assessed new or existing? Please tick the appropriate box below to indicate:

New Existing

What are the main aims of the policy or practice?

Addressing the Climate and Biodiversity Emergency across PKC operations, and Perth and Kinross more widely

Who are the main target groups/beneficiaries?

PKC operations, and Perth and Kinross residents and businesses as a whole

What are the intended outcomes of the policy or practice?

A high-level plan for addressing climate change until 2030 – many of the actions under the plan will require individual EFIAs (eg Mobility Strategy)

Section 2: Information Gathering

You should list here the sources of information used to assess the impact of the relevant policy or practice. This can include local sources such as reports, information and data, relevant partners' information, data and reports, other Council's relevant information, data and reports, national information, research outcomes, data profiles and any other evidence which has led to the development of this policy. You may wish to refer to Appendix 1 for reference when gathering information relating to Equality Monitoring Data.

Information/Evidence gained and used to shape this policy or practice	List details, source and date (continue on a separate sheet if necessary – tick to indicate this has been done <input type="checkbox"/>)
Community consultation/involvement outcomes from earlier contacts – this usually includes formally arranged contact with individuals or community, voluntary sector and other relevant interest groups	Public engagement took place during 2020 and 2021: Climate Change - Perth and Kinross Council Citizen Space - Citizen Space
Employee involvement/consultation feedback (eg survey, focus groups)	
Research and information list main sources	Scottish Transport Statistics 2021 What is climate anxiety and what can we do about it? - Mental Health UK Fuel poverty statistics - GOV.UK Queering Climate Change: Exploring the Influence of LGBTQ+ Identity on Climate Change Belief and Risk Perceptions* - Whitley - 2023 - Sociological Inquiry - Wiley Online Library “Bringing Children in a Burning World?” The Role of Climate Anxiety and Threat Perceptions in Childbearing Motivations of Emerging Adults in Switzerland - Grégoire Zimmermann, Joëlle Darwiche, Nadine Messerli-Bürgy, Stijn Van Petegem, Bénédicte Mouton, Gaëlle Venard, Jean-Philippe Antoniotti, 2024 The impact of climate change on the rights of persons with disabilities OHCHR
Officer knowledge and experience	Climate change team is all Climate Literacy Trained which covers impacts of climate change on different groups. Formal education MSc in Sustainable Urban Development

Information/Evidence gained and used to shape this policy or practice	List details, source and date (continue on a separate sheet if necessary – tick to indicate this has been done <input type="checkbox"/>)
	Master of Laws Environmental Policy and Governance
Equality monitoring data	
Service user feedback (including customer contact, services and complaints)	
Partner feedback	
Other - this may be information gathered in another Council area, nationally or in partner organisations which is considered to have relevance	

Section 3: Consultation/Involvement

Consultation with key stakeholders can be undertaken throughout the whole of the equality and fairness impact assessment process. This section can include details of outcomes from current, earlier or ongoing consultation/involvement activities. This activity **can also** help to **reach people not previously involved** with these processes, but who will be affected by this policy or practice when it is implemented.

The Consultation/Involvement process can also help **identify or agree changes** that need to be made to ensure the policy or practice will be inclusive when implemented.

The Equalities Team Leader (Equalities@pkc.gov.uk) may be able to provide advice relating to potential contact with consultees from equality protected characteristic groups via existing mechanisms such as the Community Equalities Advisory Group (CEAG) or Equalities Strategic Forum.

A summary of the replies received from individuals and stakeholders consulted/involved. Include any previous feedback or complaints relating to equality and diversity issues and the policy or practice currently being assessed.

Equality Protected Characteristic	Specific Characteristics	Date	Outcome of Consultation/Involvement (continue on a separate sheet if necessary – tick to indicate this has been done <input type="checkbox"/>)
Age	Older people (65+)	Oct 2020 to Jan 2021	Part of public consultation. Comments included in final strategy development.
	Younger people (16-64)	Oct 2020 to Jan 2021	Part of public consultation. Comments included in final strategy development.
	Children (0-16)	Oct 2020 to Jan 2021	Part of public consultation. Comments included in final strategy development.
	Looked-After Children (Corporate Parenting)		
Disability	Physical disability		
	Sensory impairment		

Equality Protected Characteristic	Specific Characteristics	Date	Outcome of Consultation/Involvement (continue on a separate sheet if necessary – tick to indicate this has been done <input type="checkbox"/>)
	Mental health		
	Learning disability		
Gender Reassignment	Male transitioning to female		
	Female transitioning to male		
Marriage/Civil Partnership	Women		
	Men		
	Same sex couple (male)		
	Same sex couple (female)		
Pregnancy/Maternity/Paternity	Women		
	Men (Paternity)		
Race	A list of categories used in the census is here		
Religion/Belief	A list of categories used in the census is here		
Sex	Female	Oct 2020 to Jan 2021	Part of public consultation. Comments included in final strategy development.
	Male	Oct 2020 to Jan 2021	Part of public consultation. Comments included in final strategy development.

Equality Protected Characteristic	Specific Characteristics	Date	Outcome of Consultation/Involvement (continue on a separate sheet if necessary – tick to indicate this has been done <input type="checkbox"/>)
	Other gender identity	Oct 2020 to Jan 2021	Part of public consultation. Comments included in final strategy development.
Sexual Orientation	Lesbian		
	Gay		
	Bisexual		
Socio-economic (fairness)	Options detailed in Appendix 2		

Section 4: Detail the positive and/or negative impacts or tick to indicate no impact identified

Key questions to address

The Assessment should highlight areas of interest covering the following:

- positive and negative impacts across all protected characteristics
- scale of the impact: an indication of the degree of potential impact, and whether this is judged to have a High, Medium or Low impact potential
- anticipated duration of the impact if relevant
- whether there is a specific differential impact to a particular protected characteristic or characteristics
- or if the impact is more wide ranging and general in its effect
- whether any impacts identified would/could be mitigated by an amendment to the policy, practice budget decision or service reform proposal

This information will be indicated by activities at Section 2 and Section 3 above.

Equality Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit the group concerned)	Negative Impact (it could disadvantage the group concerned)	No Impact
Age	Older people (65+)	<p>Many actions in the plan will have positive impacts on older people – especially actions to improve public transport given lower driving rates, and actions to improve home energy efficiency</p> <p>Many resilience and adaptation actions will also provide positive impacts on older people. Vulnerable groups including older people are more likely to be affected by the impacts of climate change, eg severe weather and damage to infrastructure. Taking action now means we protect these groups or minimize their exposure to such impacts.</p>		

Equality Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit the group concerned)	Negative Impact (it could disadvantage the group concerned)	No Impact
	Younger people (16-64)	<p>The focus of green jobs on the business and industry theme will help create economic prosperity for Perth and Kinross.</p> <p>Many of the actions included in the Plan can deliver a number of co-benefits such as improve mental health and wellbeing, improved public health and access to resources. These can positively impact younger people and create a sustainable Perth and Kinross with higher quality of living.</p>		
	Children (0-16)	<p>Many actions in the plan will have positive impacts on younger people – especially actions to improve public transport, improving active travel and air quality. Improving home energy efficiency will have a greater impact on the health outcomes.</p> <p>Having a climate action plan and having a focus on young person engagement will hopefully contribute to a reduction in Climate Anxiety, from which they are disproportionately impacted.</p> <p>Younger generations will be disproportionately impacted by climate change</p> <p>Climate change can have negative impacts on human rights. Taking action to protect children from the impacts of climate change ensures the full enjoyment of their human rights including rights to life, food, health, sanitation, water and housing. Actions of the plan aim to improve these</p>		

Equality Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit the group concerned)	Negative Impact (it could disadvantage the group concerned)	No Impact
		areas therefore protecting children's human rights.		
	Looked-After Children (Corporate Parenting)			No Impact?
Disability	Physical disability	Positive – At greater risks from the physical impacts of climate change, so actions taken to reduce and adapt will have increased benefits.	Potential for negative if their needs are not thought in emergency planning and recovery events, eg sleeping arrangements, toilets, etc.	
	Sensory impairment	Positive – At greater risks from the physical impacts of climate change, so actions taken to reduce and adapt will have increased benefits.	Potential for negative if their needs are not thought in emergency planning and recovery events, eg sleeping arrangements, toilets, etc.	
	Mental health	The plan with appropriate engagement and delivery has the potential to address climate anxiety. There are positive links between increased active travel and mental health, similarly to enhanced nature and mental health.	If comms and engagement done inappropriately, there is a risk of heightening climate anxiety.	
	Learning disability		Potential for negative (low) if learning disabilities are not taken into consideration when producing comms and engagement materials Ensuring all individuals have a good understanding about climate change and how they can play a part or be	

Equality Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit the group concerned)	Negative Impact (it could disadvantage the group concerned)	No Impact
			impacted is a key aspect of ensuring a fair transition. Plan and relevant comms have been made accessible and inclusive, but it is something that should be considered in future updates.	
Gender Reassignment	Male transitioning to female	Potential positive linked with increased climate anxiety and increased vulnerability to climate change impacts.	Potential for negative if their needs are not thought in emergency planning and recovery events, eg sleeping arrangements, toilets, etc.	
	Female transitioning to male	As above	As above	
Marriage/Civil Partnership	Women			No impact
	Men			No impact
	Same sex couple (male)			No impact
	Same sex couple (female)			No impact
Pregnancy/ Maternity/ Paternity	Women	Warmer homes will have a positive impact maternal health. Addressing climate anxiety linked with parenthood.		

Equality Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit the group concerned)	Negative Impact (it could disadvantage the group concerned)	No Impact
	Men (paternity)	Addressing climate anxiety linked with parenthood.		
Race	A list of categories used in the census is here	Positive – Ethnic minorities have statistically lower car ownership, so improvements to public transport and active transport will have a proportionately more positive benefit.		
Religion/Belief	A list of categories used in the census is here			No impact
Sex	Female	<p>Women are significantly less likely to have a driver's license so positive impacts associated with improved active and public transport.</p> <p>With increased likelihood to walk, the air quality improvements will have a proportionately greater impact.</p> <p>Potential positive impact (low) as women are likely to be more affected by climate change, eg extreme weather events and access to menstruation products. Taking action to combat climate change and create a resilient Perth and Kinross positively impacts this as it reduces such risks.</p>		
	Male			
	Other gender identity			

Equality Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit the group concerned)	Negative Impact (it could disadvantage the group concerned)	No Impact
Sexual Orientation	Lesbian	People belonging to LGBTQI+ groups are more vulnerable to the impacts of climate change, especially if they also belong to marginalized groups such as low income, Black, indigenous, or people of colour. This is because these groups are at greater risk of poverty, violence and discrimination which can cause difficulties with accessing resources and adapting to the changing climate. Delivering the Plan will therefore have a positive impact (low) on these groups as their exposure to climate change risks will be minimised.		
	Gay	As above		
	Bisexual	As above		
Socio-economic (fairness)	Options detailed in Appendix 2	<p>There are several positive outcomes linked to socio-economic outcomes:</p> <ul style="list-style-type: none"> • reduced fuel poverty linked to energy efficiency • reduced transport poverty • increased access to nature and high-quality greenspace • opportunity for green jobs • reduced likelihood of flooding and economic impact 	With the transition to electric vehicles, due to their higher capital costs and then significant (4-5x) different in charging rates between off-peak home chargers and commercial tariffs, an affordable was needs to be found to charge for those without a space to park on their property.	

Section 5: Recommendations and Actions

As a result of this equality impact assessment, please **clearly describe practical actions** you plan to take to:

- reduce or remove any identified **negative impact**
- promote any **positive impact** or
- **gather** further information/evidence

Equality Protected Characteristic	Specific Characteristics	Action	Who is responsible	Date for completion
Age	Older people (65+)			
	Younger people (16-64)			
	Children (0-16)			
	Looked After Children (Corporate Parenting)			
Disability	Physical disability	Engage with community resilience groups to ensure wider needs are considered	Divindy Grant to raise with Stuart Skeene	
	Sensory impairment	Engage with community resilience groups to ensure wider needs are considered	Divindy Grant to raise with Stuart Skeene	
	Mental health			
	Learning disability			
Gender Reassignment	Male transitioning to female	Engage with community resilience groups to ensure wider needs are considered	Divindy Grant to raise with Stuart Skeene	31 Oct 2025

Equality Protected Characteristic	Specific Characteristics	Action	Who is responsible	Date for completion
	Female transitioning to male	Engage with community resilience groups to ensure wider needs are considered	Divindy Grant to raise with Stuart Skeene	31 Oct 2025
Marriage/Civil Partnership	Women			
	Men			
	Same sex couple (male)			
	Same sex couple (female)			
Pregnancy/Maternity/Paternity	Women			
	Men (paternity)			
Race	A list of categories used in the census is here			
Religion/Belief	A list of categories used in the census is here			
Sex	Female			
	Male			
	Other gender identity			
Sexual Orientation	Lesbian			

Equality Protected Characteristic	Specific Characteristics	Action	Who is responsible	Date for completion
	Gay			
	Bisexual			
Socio-economic (fairness)	As detailed in Appendix 2	Ensure that the EVIF rollout considers fair charging models	Mike Lee/Niall Moran (Divindy Grant to raise)	31 Aug 2025

Section 6: Outcomes

When the evidence has been considered in relation to the proposed Policy, Practice, Project, Service Reform or Budget Option, it will be apparent what the likely impacts are. The type, scale, duration, and specificity of the likely impacts will inform the direction of the outcome of the EFIA.

There are four potential outcomes as follows:

1. No major change required. The Policy, Practice, Project, Service Reform or Budget Option is robust and can continue without amendment
2. Continue the Policy, Practice, Project, Service Reform or Budget Option. A justification is required for continuing despite the potential for adverse impact
3. Adjust or Amend the Policy, Practice, Project, Service Reform or Budget Option. Remove barriers, make changes to better advance equality or remove or mitigate negative impact
4. Stop, or Remove the Policy, Practice Project, Service Reform or Budget Option if adverse effects cannot be justified and cannot be mitigated.

No major change required The Policy, Practice, Project, Service Reform or Budget Option is robust and can continue without amendment

Ensure individual actions within Strategy have EFIAs as required (eg LHEES, Mobility Strategy, EV Rollout Plan)

Section 7: Authorising the Assessment

The following signatures are required:

Service Manager

Signed _____ Name Pete Leonard Date 26 November 2024

Quality Assured by PKC Equality and Fairness Impact Assessment Trained Officer (within service)

Signed _____ Name _____ Date _____

Section 8: Publishing the Assessment

The completed and authorised EFIA should be added to your Service pages on the internet.

Date Action Completed _____ Date for Review of EFIA 1 October 2025

Section 9: Committee Reporting

Ensure your Committee **report** to accompany this policy **includes information** about any **actions** taken to reduce or remove **negative impacts** identified, or include any **positive impacts** expected when the policy is implemented.

Section 10: Review and Monitor

Note of Action required (from Section 5)

Date completed

Note of Action required (from Section 5)

Date completed

Note of Action required (from Section 5)

Date completed

Note of Action required (from Section 5)

Date completed

Add more sections as required

Appendix 1 – Equality Monitoring Data Guidance

The Equality Protected Characteristics in our area

There are nine protected characteristics in the Equality Act and these are disability, sex, race, sexual orientation, gender reassignment, age, marriage and civil partnership, pregnancy and maternity and religion and belief.

The [Scottish Government Equality Evidence Finder](#) is updated twice a year with data surrounding equality evidence from a wide range of policy areas. Some key local statistics should be noted:

Disability – 28% of the Perth and Kinross population consider themselves to have a long-term physical or mental health condition, compared to 22% for Scotland overall. (Scottish Household Survey 2016)

Sex – 49% of the Perth and Kinross population identify as male, the same as Scotland overall. (Scottish Household Survey 2016)

Race – 98% of the Perth and Kinross adult population classify themselves as ‘White’, compared to 96% for Scotland as a whole (Scottish Household Survey 2016)

Sexual orientation – 99% of the Perth and Kinross adult population identify as Heterosexual, compared to 98% for Scotland overall. (Scottish Household Survey 2016)

Gender reassignment – The Registrar General for Scotland maintains a Gender Recognition Register in which the birth of a transgender person whose acquired gender has been legally recognised is registered showing any new name(s) and the acquired gender. This enables the transgender person to apply to the Registrar General for Scotland for a new birth certificate showing the new name(s) and the acquired gender. The Gender Recognition Register is not open to public scrutiny. Local information is not available. (NRS Registration Division 2016)

Age – Young people under 16 currently make up 16% of the population in Perth and Kinross, compared to the national average of 17%. People aged 65 and over account for 23% of the total population, higher than the national average of 19%. By 2039 this proportion is set to increase to 30%. (ONS Population data)

Marriage and civil partnership – 58% of the Perth and Kinross adult population are married or in a civil partnership, compared to 47% for Scotland as a whole. (Scottish Household Survey 2016)

Pregnancy and maternity – In 2016, the birth rate was 53.5 per 1,000 women aged 15-44. In other words, broadly 5.4% of women of childbearing age were pregnant in 2016 in Perth and Kinross, compared to 5.2% for Scotland as a whole. (NRS Vital events 2016)

Religion and belief - 52% of the Perth & Kinross adult population consider themselves to have a religious belief, compared to 49% for Scotland as a whole. (Scottish Household Survey 2016)

National data sources have been used to provide this information but it should be noted that the Scottish Household Survey is only based on a sample of respondents so variations may not be statistically significant.

Appendix 2– Socio-economic (Fairness)

Socio-economic disadvantage:

- Low Income – (in comparison to most others) – can be measured in a range of ways, eg relative poverty (after housing costs) looks at number of individuals living in households with incomes below 60% of UK median income. Statistics on absolute poverty (household living standards over time) and persistent poverty (where households live in poverty for 3 years out of 4) are also available. Poverty statistics can also be broken down by gender, disability, ethnicity, tenure and urban/rural.
- Low/No Wealth – having access to wealth, eg financial products, equity from housing and a pension, provides some protection from socio-economic disadvantage. Single adult households (including single parent households) have very high risks of low wealth; households with lower educational qualifications and in routine or manual occupations have significantly higher risks of low wealth.
- Material deprivation – refers to households being unable to access basic goods and services and tends to focus on families with children.
- Area deprivation - living in a deprived area can exacerbate negative outcomes for individuals and households already affected by issues of low income.
- Socio-economic background – the structural disadvantage that can arise from parents' education, employment and income (ie social class) is more difficult to measure.

Inequalities of outcome – any measurable differences for communities of interest or communities of place such as:

- poorer skills and attainment
- lower quality, less secure and lower paid work
- greater chance of being a victim of crime
- lower healthy life expectancy
- less chance of a dignified and respectful life

Communities of Place – refers to people who are bound together because of where they reside, work, visit or otherwise spend a continuous proportion of their time. Poverty is often hidden in smaller rural communities with issues such as cost of living and accessibility of transport, education and employment impacting more negatively.

Communities of Interest – refers to people who share an identity, eg an equality protected characteristic. Consideration of the impact on those groups can help develop a deeper understanding of socio-economic impact, particularly by talking to people with lived experiences.

For further information refer to [Fairer Scotland Duty - Interim Guidance for Public Bodies](#).

Appendix 3 – Human Rights Based Approach

A Human Rights approach should also be an embedded consideration in an EFIA.

In summary; we need to consider, where applicable, to what (if any) extent policies, practices, projects, Service Reforms, or Budget Options impact on three key strands of Human Rights:

Absolute rights

- the right to life
- the right to freedom from inhuman and degrading treatment

Limited rights

- the right to liberty
- the right to a fair trial

Qualified rights

- the right to respect for private and family life, home and correspondence
- the right to freedom of thought, conscience and religion
- the right to freedom of assembly and association
- the right to protection of property

Any restriction of Qualified Rights must be:

- in accordance with the law: have a basis in domestic law, safeguards against arbitrary interference, foreseeable
- in pursuit of a legitimate aim: including "the economic wellbeing of the country"; "the protection of health", "protection of the rights and freedoms of others"
- necessary
- proportionate
- not discriminatory

There is further guidance on integrating human rights into the equality impact assessment process available on the Scottish Human Rights Commission website following previous pilots with local authorities: <http://eqhria.scottishhumanrights.com/>