



Equality Impact Assessment

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.	New Business Start Up (NBSU) Grant Scheme.
Service / service area responsible.	Development and Infrastructure / Economic Development.
Name of person carrying out the assessment and contact details.	Claire Kemp, Business Gateway Manager Ext: 2185, email: claire.kemp@orkney.gov.uk.
Date of assessment.	12/03/18
Is the function / policy / plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly).	The NBSU Grant is an existing scheme of assistance.

2. Initial Screening	
What are the intended outcomes of the function / policy / plan?	<p>The aim of the project is to encourage and support business start-ups throughout a sparsely populated rural area where micro and small businesses play a vital role in the economy and local community.</p> <p>The scheme has been developed to enhance the support available through Business Gateway and will overcome barriers to businesses becoming established including:</p> <ul style="list-style-type: none"> • The lack of start up grant funding available to micro businesses/sole traders; • The lack of bank funding available (or significant difficulty in obtaining often leading to

	<p>delays or failure);</p> <ul style="list-style-type: none"> • The limited accessibility to private sector finance due to the current economic climate; and • The gap in provision for new businesses that have growth potential but are ineligible for financial support by Highlands and Islands Enterprise (HIE) or the Council. <p>The proposed project is run through the Council's Business Gateway function and will provide additional benefits to the existing service delivered. The scheme has been developed to fill an identified gap between the specialist support offered by HIE to high growth businesses; grant funding available to businesses and start-ups with a minimum project cost of £5,000 by the Economic Development Service at the Council; and the current programme of advice, adviser support and workshops provided by Business Gateway.</p> <p>It offers new businesses a discretionary £1,500 start up grant through Business Gateway which can be used towards any form of start up cost including marketing, training and capital equipment (see appendix for examples of eligible and ineligible project costs). The grant is designed to help increase start-up rates and to encourage more start-ups to engage with Business Gateway to improve their business survival and growth prospects.</p> <p>The funds are targeted at new business start-ups where the addition of the funds, combined with closer engagement with existing Business Gateway services, provide a stronger basis for business survival.</p>
<p>State who is, or may be affected by this function / policy / plan, and how.</p>	<p>All Orkney new start up businesses who are able to access a small start up grant.</p>
<p>How have stakeholders been involved in the development of this function / policy / plan?</p>	<p>Feedback from the business community and stakeholder consultation with the enterprise network (HIE, Skills Development Scotland, Jobcentre plus, local banks, Economic Development Section at the Council and other Business Gateways).</p> <p>Desk research, analysis of local and national data, client feedback, interviews with business advisers and discussions with the banks and colleagues at</p>

	HIE and Council have been used to evidence demand in the project area.
Is there any existing data and / or 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).	No
Could the function / policy have a differential impact on any of the following equality strands?	
1. Race: this includes ethnic or national groups, colour and nationality.	No. The proposed programme will have no differential impact on eligibility. The programme is intended to benefit all Orkney new business start ups, and is non-selective in terms of points 1 to 10.
2. Sex: a man or a woman.	No – as for point 1 above.
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.	No – as for point 1 above.
4. Gender Reassignment: the process of transitioning from one gender to another.	No – as for point 1 above.
5. Pregnancy and maternity.	No – as for point 1 above.
6. Age: people of different ages.	No – as for point 1 above.
7. Religion or beliefs or none (atheists).	No – as for point 1 above.
8. Caring responsibilities.	No – as for point 1 above.
9. Marriage and Civil Partnerships.	No – as for point 1 above.
10. Disability: people with disabilities (whether registered or not).	No – as for point 1 above.

3. Impact Assessment

Does the analysis above identify any differential impacts which need to be addressed?	No
How could you minimise or remove any potential negative impacts?	N/A
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?	No.
What action is to be taken?	If the amendments to the scheme are approved by Council, they will be put in place.
Who will undertake it?	Economic Development Service and Business Gateway Orkney
When will it be done?	If the amendments to the scheme are approved, they will be put in place immediately.
How will it be monitored? (e.g. through service plans).	On an ongoing basis by the Economic Development Manager and reported to the Development & Infrastructure Committee

Signature:



Date: 12/03/18

Name: CLAIRE KEMP

(BLOCK CAPITALS).

Please sign and date this form, keep one copy and send a copy to HR and Performance. A Word version should also be emailed to HR and Performance at hrsupport@orkney.gov.uk