Equality Impact Assessment (EQIA)

Section 1: Details of the policy/practice/project

| **Information required** | **Enter information below** |
| --- | --- |
| Department/Team responsible | Design Team – Communications & Marketing |
| Name of Policy, Practice or Project being assessed | Signs, Structures and Furniture  |
| Purpose and anticipated outcomes | To renew the Signs, Structures and Furniture contract. Continued need for Signs, Structures and Furniture across all of our sites, to promote our brand and provide consistent, clear signage and waymarking throughout. |
| Is this a new or existing Policy, Practice or Project? | Existing project |
| List of participants in Equality Impact Assessment process | * Design Manager (Sarah Price)
* Equality, Diversity & Inclusion Manager (Ella Hashemi)
 |
| Date Assessment started | 1/4/2024 |
| Completion date | 13/05/2024 |
| Who is likely to be affected?*E.g. employees, visitors, contractors, women, men, young people, older people, people with disabilities etc.* | * FLS staff
* All visitors to our sites
* Contractors
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Section 2: Collecting information

What evidence is available about the needs of relevant groups? Please consider demographic data, including census information, research, consultation and survey reports, feedback and complaints, case law, others knowledge and experience. Please refer to the list of evidence on the EqIA page of the intranet.

| **Details** | **Source of evidence** |
| --- | --- |
| The first All Forests Survey (AFS1) measuredthe volume and profile of visitors toScotland’s National Forest Estate between2004 and 2007, providing baseline data.The second survey (AFS2) wascommissioned in to update these measuresin 2013.The AFS2 estimated 9.1 million visits perannum to Scotland National Forest Estate,up from 8.7 million from the AFS1.• Average age of visitors was 46, 56%were over the age of 45, with 27% age 60+(2.5 million visitors)• 6% of visitors had a disability, alower proportion than in the Scottishpopulation as a whole (19%)• 2% lived in areas within the bottom10% of the Scottish Index of MultipleDeprivation. The Scottish average is 10%• 85% of visits were taken by carSince the last national survey, AFS2 in 2013,a number of regional surveys have beencommissioned and undertaken by externalmarket research companies giving more up-to-date information on visitors to theseareas. | All Forests Survey 2, 2013 |
| Tweed Valley Forest Park Research, 2016• Average age of visitors was 44, 41%were over the age of 45, with 18% age 60+• 61% were in the higher socio-economic groups (SEGs) ABC1, higher thanthe national average (50%)• 38% were in the lower C2DE SEGs,lower than the national average (46%)• 90% of visits were by car | Tweed Valley Forest Park Research, 2016 |
| Galloway Forest Park Research, 2018• 68% of visitors were over the age of45, 23% were 60+• 69% were in the higher ABC1 SEGs,higher than the national average (50%)• 26% were in the lower C2DE SEGs,lower than the national average (46%)• 89% of visits were by car | Galloway Forest Park Research, 2018 |
| Queen Elizabeth Forest Park Research,2019• 49% of visitors were over the age of45, 17% were 60+• 57% were in the higher ABC1 SEGs,higher than the national average (50%)• 39% were in the lower C2DE SEGs,lower than the national average (46%)• 6% of visitors had a disability, alower proportion than in the Scottishpopulation as a whole (19%) | Queen Elizabeth Forest Park Research,2019 |
| Site reviews by grading and assessmentorganisations. | Online reviews on Euan’s Guide and viaVisitScotland assessors and TripAdvisor. |

| **From your research above, if you have you identified any gaps in evidence, enter the details of the gaps below** |
| --- |
| None |

| **As appropriate, please describe below, the consultation/engagement undertaken, including details of the groups involved and the methods used** |
| --- |
| Regular discussions with FLS regional staff to discuss any feedback from visitors.Discussions with FLS staff that order signs, structures and furniture on a regular basis to discuss how the existing contract is working for them. |

| **Detail below if there are any other groups to be consulted** |
| --- |
|  |

Section 3: Impacts

Has the research and consultation identified any potential for impacts on those with the following protected characteristics:

| **Protected Characteristic** | **Potential Impact (yes or no)** | **Explain** |
| --- | --- | --- |
| **Age***E.g. older people, children including looked after children, young people including care leavers* | Yes - positive | Clarity of signage is important to all to ensure our sites are clearly marked. Clarity of font and size of type would be particularly essential. There is also clear contrast between signage colour and font colour.Provision of quality furniture to allow clear, substantial rest points within a journey.Provision of structures for clear onsite signage for orientation and additional information. All signage uses internationally recognised symbols alongside simple text to help those for who English is not their first language or those with limited literacy. |
| **Disability***E.g. long term mental health conditions, neurodiversity, physical impairments* | Yes | It is not considered that the contract renewal would have an impact on people with a disability. We have however ensured that our picnic tables have no barriers on the structure to allow ease of use by those using wheelchairs. Colour blindness has also been considered with our waymarkers and colours have been chosen to provide the best contrast for those with a variety of colour issues. All signage uses internationally recognised symbols alongside simple text and clear directional arrows to help those for who English is not their first language or those with limited literacy. The use of consistent fonts, colours, standard symbols and clear simple arrows also provide clarity and consistency for neurodivergent visitors. |
| **Gender reassignment***Where a person is living as a different gender to that at birth* | No | It is not considered that the contract renewal would have an impact on people who have undergone gender reassignment. |
| **Pregnancy and maternity***Including breastfeeding*  | Yes - positive | Our standard furniture requirements ensure that there are several rest points along each trail, either in the form of benches or perch points. |
| **Race, ethnicity, colour, nationality or national origins***Including gypsies or travellers, refugees or asylum seekers* | Yes | All signage uses internationally recognised symbols alongside simple text to help those for who English is not their first language. |
| **Religion or belief***Including non-belief* | No |  |
| **Sex/Gender** | No |  |
| **Marriage and civil partnership** | No |  |
| **Sexual Orientation** | No |  |

Is there any evidence that the policy may result in any less favourable treatment, discrimination, harassment or victimization as detailed below:

| **Potential outcome of the policy** | **Delete as appropriate** | **If yes, give details of the potential outcome and any project modifications to mitigate the risk** |
| --- | --- | --- |
| Result in less favourable treatment for particular groups | No |  |
| Give rise to direct or indirect discrimination | No |  |
| Give rise to unlawful harassment or victimisation | No |  |

Section 4: Meeting our General Equality Duty

| **Enter below which aspects of the Policy, Practice or Project seek to eliminate unlawful discrimination, harassment and victimisation** |
| --- |
| It is not within the scope of this contract renewal to eliminate harassment or victimisation. However, in terms of eliminating discrimination we aim to ensure use of internationally recognised symbols for all of our facilities. All waymarker colours have been checked and chosen to ensure the best contrast for those with a variety of colour issues. We ensure clarityof font across all signage to allow easy reading. Quality furniture to allow substantial rest points along our trails plus all of our picnic tables give easy access for wheelchair users and those with mobility issues. |

| **Enter below which aspects of the Policy, Practice or Project seek to advance equality of opportunity between people who share a relevant protected characteristic and those who do not** |
| --- |
| As above. |

| **Enter below which aspects of the Policy, Practice or Project seek to foster good relations between people who share a protected characteristic and those who do not** |
| --- |
| Out of scope |

Section 5: Outcome of the assessment

| **Outcome of the assessment on the Policy, Practice or Project** | **Enter detail below** |
| --- | --- |
| No major change  | X |
| Adjust the Policy, Practice or Project |  |
| Continue the Policy, Practice or Project | X |
| Stop and remove the Policy, Practice or Project |  |

| **Detail below recommendations, including action required, to address any negative impacts identified** |
| --- |
|   |

Section 6: Monitoring

| **Describe below how you will monitor the impact of this Policy, Practice or Project***E.g. performance indicators used, other monitoring arrangements, who will monitor progress, criteria used to measure achievement of outcomes etc.* |
| --- |
| Visitor feedback will continue to be sought through the National Visitor Services team.We will continue to review our signs, structures and furniture and revise design as and when necessary to improve inclusion across all of our sites.  |

| **When and how is the Policy, Practice or Project due to be reviewed?** |
| --- |
| Continuous review, investigating any issues brought to our attention. Full review a year before the new contract is put in place.  |

Section 7: Sign off

| **Required information** | **Enter information below** |
| --- | --- |
| Date sent to Equality and Diversity Manager | 24th April 2024 Ella Hashemi |
| Comments from Equality and Diversity Manager | Incorporated into the EqIA |
| Date signed off by Equality and Diversity Manager | 13/05/24 |

| **Details of Senior Manager who has signed off this Equality Impact Assessment** | **Enter information below** |
| --- | --- |
| Name | Gwen Hamilton |
| Title | Head of Communications |
| Date approved | 15/5/24 |

Please send this completed and approved Equality Impact Assessment to:

Ella Hashemi, Equality, Diversity and Inclusion Manager, Forestry and Land Scotland