# EQUALITY IMPACT ASSESSMENT FORM

**Not all projects require a full impact assessment. Please ensure you have completed the pre-appraisal checklist (Link) which defines this requirement.**

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| **Name of Business Unit** | Entrepreneurial Growth |
| **Name/designation of person(s) responsible for managing/ conducting this process** | John Maclennan |

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| **Name of Policy / Function / Service / Strategy / Action Plan / Programme / Project etc.** | Principally Women Pilot | |
| **Is it (\*delete as applicable)** | New |  |
| **Is the policy contracted out? (\*delete as applicable)** | No |  |
| **If yes, who delivers this policy for your organisation?** |  | |
| **Is responsibility for delivery shared with others? (\*delete as applicable)** | No |  |
| **If yes, who are your partners?** |  | |

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| **Which of the following equality areas are relevant to this policy/project?** | | | |
| **Age** | **Yes** | **Disability** | **No** |
| **Gender Re-Assignment** | **No** | **Marriage & Civil Partnership** | **No** |
| **Pregnancy & Maternity** | **Yes** | **Race** | **No** |
| **Religion or Belief** | **No** | **Sex** | **Yes** |
| **Sexual Orientation** | **No** | **Human Rights** | **No** |

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| **Timescale for**  **Assessment** | 07/08/17 | **Timescale for Involvement/Consultation** | 21/8/17 |
| **Start Date** | 07/08/17 | **Completion Date** | 21/08/17 |
| **EO Champion review by** | Daisy Ford Downes | **Date** | 21/08/17 |
| **SRO name and email approval on file** | Elaine Morrison | **Date** | 05 March 2018 |

## 1. Identify ALL the Aims of the Policy/Project (consider these questions to prompt answers)

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| 1. What is the purpose of the policy/project? (consider explicit and implicit aims)  2. Who does the policy/project affect?  3. Who does the policy/project benefit directly? (e.g. employees/service users; equality groups, other stakeholders)  4. What results/outcomes are intended? |

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| **What is the purpose of the policy/project?**  ‘Principally Women’ proposes a novel approach to achieving scale by addressing gender barriers faced by women principals in business. The programme recognises that at different life stages individuals face different social, business and domestic issues which collectively can prevent or slow growth. Delivered as a pilot, this programme will seek to draw out those women principals at a point where life stage, opportunity and ambition are aligned but specific skills, confidence, knowledge or support may be lacking.  The premise is that most opportunities promoted for enterprise tend to focus on or attract new entrepreneurs, or to build the business skills of existing leaders, but do not recognise the wider factors which may be inhibiting exploitation of that e.g. family, care commitments, perceived lack of support from the business or investment community.  Principally Women will provide a blended programme of cohort based education, self learning and 1:1 advisory support, designed to accelerate the growth of ambitious companies through the efforts of these principals. The programme is targeted at business who meet the account management entry criteria for SE and have scaling potential, aiming to attract female founders, female leaders from senior management teams, and emerging future leaders who have the ability to influence change now. A series of workshops will be delivered by experts in their field with real experience of supporting female entrepreneurs, and on topics designed to be indispensable to a scaling strategy as well as softer areas and behaviours.  **Who does the policy/project affect?**  Workforce element of Inclusive growth – making the most of all our talent.   * Strengthen support for women as business leaders through initiative targetting women-led scale up companies * The project also contributes to a published equality outcome   **Who does the policy/project benefit directly? (e.g. employees/service users; equality groups, other stakeholders).**  Targeted at women participants in companies with potential to scale (this isn’t solely start-up to scale up; benefits will be on an individual participant and company levels as skills developed are applied back into the business)  **What results/outcomes are intended?**  Encouraging growth in women led business; encouraging more inclusive growth - tackling barriers to participation in the economy.   * The personal development outcomes in leadership for women will be raising ambition and confidence * The business outcomes will be to increase the desire for growth in women led businesses * The programme will seek to put in place the building blocks to achieve the above through knowledge transfer, networking and peer to peer support. |

## 2. Consider the Evidence (data and information) - (consider these questions to prompt answers)

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| 1. What information or data would it be useful to have? What data (quantitative and qualitative) is available? (in-house/external) How reliable/valid/up-to-date is it?  2. What does the data/information tell you about   * Different needs? * Different experiences? * Different access to services, information or opportunities? * Different impacts/different outcomes?   3. Are there any gaps that you should fill now/later by further evidence gathering/commissioning or by secondary analysis of existing data?  4. Are there any experts or stakeholders you should involve/consult now? Have you involved/consulted any experts already? What were their views? |

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| Enabling women-led businesses is crucial to grow the Scottish economy; however, women remain under-represented in self employment and business ownership. Increasing participation of women and enabling growth aspiration could provide an economic benefit of at least £7.6bn[[1]](#footnote-1) to the Scottish Economy. In March 2017 research[[2]](#footnote-2) highlighted that Scotland’s female entrepreneurs boost the UK economy annually by £268m (out of a total UK female contribution of £3.15bn). Scotland’s female entrepreneurs created 3300 businesses in 2015, from a total of 7100 across all of Scotland. Research shows that if women started businesses at the same rate as men the number of entrepreneurs in the UK would increase dramatically. Scotland’s rates of female business ownership are persistently low relative to other high-income countries.  Three focus groups have been consulted to better understand the constraints and barriers. The focus groups had 29 attendees. A final report has been received.  A number of external influencers and research pieces have been considered and confirm the business case for this programme |

## 3. Assess the likely impact on different groups - (consider these questions to prompt answers)

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| 1. Does your analysis of the evidence indicate any possible adverse impact on a particular group (age, disability, gender reassignment, marriage & civil partnership, pregnancy & maternity, race, religion or belief, sex and sexual orientation.) or does it breach human rights legislation.  2.If it is adverse,   * Does this amount to unlawful discrimination? (See guidance)   3. In what areas does it have an impact? E.g. access to information, experience of services?  **4. Even if there is no evidence of adverse impact, is there an opportunity to**  **actively promote equality or foster good relations between different groups?** |

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| This programme does not adversely impact any group as a range of leadership development programmes are open to other genders and, while this programme targets women principals in business, it does not exclude applications from others. The pilot will have a positive impact on:   * The personal development outcomes in leadership for women will be raising ambition and confidence * The business outcomes will be to increase the desire for growth in women led businesses with growth potential * The programme will seek to put in place the building blocks to achieve the above through knowledge transfer, networking and peer to peer support.   **Targeted Support and Promotional Activity**   1. SE is able to take measures in order to alleviate disadvantages experienced by people who share a protected characteristic.  This means that support towards a specified group can be provided in terms of both Equality Act 2010 and the Enterprise and New Towns (Scotland) Act 1999. 2. Subject to certain criteria under the 2010 Act being met (set out below), such support may be deemed “positive action”. 3. Evidence – which need not be sophisticated - should also be provided to support the meeting of criteria.  It could be, for example, feedback from focus groups or service users, or from complaints received.  Focus groups have been undertaken to inform this programme. 4. The types of positive action that may be taken is not limited – provided that it fulfils the criteria contained and is ‘proportionate’. Whether a positive action is regarded as proportionate is a matter that will be judged on a case-by-case basis.  In moving forward with this support and when considering potential support towards other groups (such as ethnic minorities) we will require to consider and balance competing relevant factors in order to show that the action it is undertaking is proportionate to the aim sought. Relevant factors in considering whether an action is proportionate include:    * + The seriousness of the relevant disadvantage – the more serious that a disadvantage is, the more invasive a measure to correct it can be;      + The objective of the action to be taken, and whether the objective is legitimate in terms of the 2010 Act (for example, addressing the underrepresentation of one group with protected characteristics in a particular area of employment/activity would generally be a legitimate objective);      + The impact of the action on other protected groups;      + Whether the action is an appropriate way to achieve, and is capable of achieving, the stated aim; and      + Whether the action is necessary to achieve the aim, and whether there is a means of achieving the same aim by other actions which are less likely to result in less favourable treatment of others. 5. In order to demonstrate that the “Principally Women” programme of support is proportionate, we have considered and validated that there is a disproportionately low uptake by women of existing activities aimed at developing entrepreneurial skills or that there is a general requirement for further support directed specifically at women. We are able to rely on the research by Women’s Enterprise Scotland, among others, as evidence to support this.   **Criteria**   1. Positive action could be deemed to apply where SE reasonably thinks that:-   *(a) persons who share a protected characteristic suffer a disadvantage connected to the characteristic,*  *(b) persons who share a protected characteristic have needs that are different from the needs of persons who do not share it, or*  *(c) participation in an activity by persons who share a protected characteristic is disproportionately low.*   1. The 2010 does not prohibit SE from taking any action which is a proportionate means of achieving the aim of—   *(a) enabling or encouraging persons who share the protected characteristic to overcome or minimise that disadvantage,*  *(b) meeting those needs, or*  *(c) enabling or encouraging persons who share the protected characteristic to participate in that activity.* |

## 4. Consider alternatives (what to do if you find adverse impact) - (consider these questions to prompt answers)

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| 1. How can you change your proposal in a way that is proportionate, and will   * Remove unlawful discrimination or comply with human rights? * Reduce any adverse impact? * Advance/promote equality? * Foster good relations between different groups? * Help us achieve our published equality outcomes (See guidance)?   2. If there are no actions proposed, can the policy/project still be justified?  3. Can the aims be met in some other way? What can you do now/later?  4. What are you recommending? |

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| This programme does not adversely impact any group. Having considered evidence, consulted with key organisations it is believed that the programme is a justifiable activity, particularly since it is at pilot stage. |

## 5. Involve/Consult relevant stakeholders if appropriate - (consider these questions to prompt answers)

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| 1. What are the views of the people who are likely to be affected or who have an interest about   * Whether you have identified the right issues? * Whether you have proposed suitable modifications? * Whether your proposals will meet their needs?   2. Should you involve people in the re-design of the policy?  3. How will you consult once changes have been made?  4. Whom do you need to get views from? (internally/externally)  5. What methods will you use? (consider “hard to reach” groups)  6. What formats will you use for communicating with different groups? |

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| Please see response to question 2. Also, SE’s own Equal Opportunities champions have been consulted throughout the project formation process. |

## 6. Decide whether to adopt this policy/project - (consider these questions to prompt answers)

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| 1. What were your findings from the consultation/involvement?  2. Taking into account all of the data, information, potential impact issues and consultation feedback, what will you recommend?   * Reject the policy – there is evidence of actual/potential unlawful discrimination or breach of human rights. * Accept the policy – The EIA demonstrates the policy is robust with no adverse impacts and all opportunities to promote equality/foster good relations have been taken. * Modify the policy – Adjust the policy to remove barriers or better promote equality * Continue with the policy – Issues with the policy have been identified but you wish to continue with the policy. Clearly set out justification for doing this. Compelling reasons will be needed.   3. If the EIA is on a high-level policy/strategy state here if further EIAs need to be  carried out on projects emanating from the policy/strategy and inform project  managers. |

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| Evidence gathered supports this Programme as most opportunities currently promoted for women in enterprise tend to focus on, or attract, young women as new entrepreneurs. There is a demand pull from the focus and consultations.  The recommendation is to accept the project– the early evidence demonstrates that the strategy is robust and with no adverse impacts, and all opportunities to promote equality/foster good relations have been taken. |

## 7. Make Monitoring (and review) Arrangements - (consider these questions to prompt answers)

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| 1. How will you know what the actual effect of the policy/project is?  2. In what ways will you monitor? e.g. continuously or irregularly, quantitative methods such as surveys, qualitative methods such as interviews  3. How often will monitoring information be analysed?  4. When will you review the policy/project taking into account any monitoring information? |

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| Actual effect of the policy will be measured by tracking participants performance post event.  Surveys (evaluation questionnaires) and interviews will be undertaken to measure impact.  It is likely that one monitoring intervention will be undertaken post completion of the pilot. It is expected this will occur within one month of the conclusion of the pilot.  Should the pilot proceed to full project, monitoring arrangements will be over a longer period of time, say two years. This is to reflect that entrepreneurial growth is not linear and needs to be monitored over a longer period of time to capture growth which often lags behind interventions. |

**8. Equality Impact Assessment review**

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| Please forward the completed document to your equality champion for review. This should then be approved by the SRO and returned to your champion for publication on the Scottish Enterprise external website. |

**9. Summary of Actions**

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| List any actions agreed and indicate dates for review. |

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| 1. Evaluation of pilot post completion - June 2018. |

1. Prof Sara Carter, Framework and Action Plan for Women’s Enterprise (2014) W ES Research March 2017. [↑](#footnote-ref-1)
2. RBS research 2017. Scotlands Female Entrepreneurial boost UK UK Economy [↑](#footnote-ref-2)