

People Impact Assessment

People impact assessment identifies the contribution HIE's strategies, policies, programmes etc. (the proposal) will make to addressing inequalities and socio-economic disadvantage. Identifying positive impact strengthens the case for approval and identifying potential adverse impact enables HIE to eliminate or mitigate negative effects in delivery. Most importantly this strengthens HIE's ability to influence and deliver inclusive growth, particularly those elements which relate to people and place.

There are three stages in assessment:

- Screening : screens out proposals which do not need assessment
- Assessment : identifies how the proposal is likely to address inequality and socio-economic disadvantage
- Action Plan : specifies action HIE will take as a result of the assessment

Proposal being assessed

Title of the proposal being assessed:

Port of Cromarty Firth

Type of activity:

please tick as appropriate

☐ at HIE's own hand

☒ third party intervention

☐ partnership activity

Type of proposal:

please tick as appropriate

☒ new

☐ existing and being revised

Group or Area Team delivering the proposal: IMF

Name and role of person leading the assessment:

Alistair McMillan, Senior development manager

Form June 2018

A Screening

Question A1

Please tick any of the following which apply to your proposal:

- a) ☐ ☒ it contributes to achieving **one or more of HIE's equality outcomes 2017-21**:
- increasing the diversity of leadership and workforce participation in the Highlands and Islands
 - people better understand and experience the impact of positive community relations on population growth in empowered, capable and inclusive communities
 - growing the working age population in every part of the Highlands and Islands
- b) ☐ ☒ it contributes to **any** of the following in relation to any of the **protected characteristics** (age, disability, gender, gender-reassignment, marriage or civil partnership, maternity or pregnancy, race, religion or belief, sexual orientation)
- eliminating unlawful discrimination, victimisation or harassment
 - advancing equality of opportunity by:-
 - removing or minimising disadvantage for a group(s) of people
 - meeting the needs of particular groups which differ from the needs of others
 - encouraging participation in public life for a group(s) of people
 - taking account of disabled people's impairments
 - fostering good relations:-
 - by tackling prejudice
 - by promoting understanding between groups of people
- c) ☐ it addresses **known areas of inequality** such as the gender pay gap, youth out-migration, occupational segregation, in-work poverty, income inequality, inequalities in educational attainment
- d) ☐ ☒ it considers proposals of a strategic nature which might address **socio-economic disadvantage** relating to:
- communities within particular disadvantaged places
 - particular disadvantaged "communities of interest" such as disabled people, young people leaving care etc.
 - people in rural, remote and islands areas
- e) ☐ ☒ it uses **EU or other funding** for which assessment is mandatory

If you have **ticked** any of the options a) to e) above proceed now to the Assessment on page 4.

If you have **not ticked** any of the options a) to e) this indicates that your proposal is not relevant to equality and not likely to address at a strategic level socio-economic disadvantage. You should sign off the screening below.

Signing off the screening

You must confirm in relevant approval papers:

- a) that the proposal has been screened for impact in relation to equality and socio-economic disadvantage and that full assessment is not required
- b) if your proposal includes procurement activity above OJEU threshold levels, that there is no need to consider award or contract performance criteria related to equality
- c) if your proposal includes procurement activity related to a regulated contract over £50k, that you have considered whether to include community benefit or equality clauses in the procurement activity

Assessment of your proposal ends at this stage.

Name of person who carried out the screening:	Alistair McMillan
Job Title:	Senior Development Manager
Date of decision:	30/7/18

This document must be retained with your strategy, policy or programme papers. Screening documentation is subject to the provisions of the General Data Protection Regulation effective from May 2018

B Assessment to address inequality and socio-economic disadvantage

Impact assessments will be published, demonstrating that HIE has paid due regard to equality in the development and delivery of HIE's functions. Assessments are subject to the provisions of the General Data Protection Regulation effective from May 2018

Question B1

What is the purpose of the proposal; how will it achieve this; who will benefit from it?

The project will create:

- 4.5Ha of additional laydown area - to be used initially for the Moray East offshore wind project and thereafter to support the forecast growth in further renewables, decommissioning and oil & gas projects
- 215m of additional quayside to create Berth 6 – to support the forecast growth in cruise vessels as well as other shipping and rig requirements.

Benefits

Job creation with potential to recruit from all sectors of society – 4 direct jobs at POCF; re-employment of workers who became unemployed as a result of the downturn in the Oil & Gas sector and creation of new roles through supply chain.

Supply chain impacts – Independent Economic Impact Assessment forecasts a net increase of 143 jobs across Highlands & Islands through indirect and induced impacts in tourism and energy sectors.

Question B2

What does evidence tell you about the likely impact of your proposal on different groups of people (younger or older people, men or women, disabled people etc.) or communities within particular disadvantaged places, including rural, remote or islands areas?

What the evidence tells you

4 direct roles, historically male dominated, opportunity to ensure recruitment is as wide and inclusive as possible. Positive indirect impacts

Indirect and induced jobs created will create opportunities in the Travel to Work area including more rural/remote communities in Caithness, Sutherland and Wester Ross.

Cromarty Firth Port Authority are believed to be committed to applying strong, fair and responsible business values which have workforce and community benefits. They engage with the community and seek to have a positive influence on supply chains such as applying the living wage. They seek to attract, retain and develop a diverse workforce suited to current and future business needs, and maximising skills utilisation, including developing the young workforce.

Source of evidence

Knowledge of sectors and current workforce

Knowledge of sectors and current workforce

Account management relationship

Question B3

If there are evidence gaps how will you fill these? None identified

Question B4

Impact on People

Note below any positive or adverse impact which may occur as a result of the planned delivery of your proposal. Consider inadvertent consequences as well as planned benefits. Leave blank any groups you consider will not be disproportionately affected.

Tick any that apply

Nature of anticipated impact for groups of people likely to be affected

☐ Age – younger or older people, people of a particular age

Positive impact identified

Adverse impact identified ☹️



Disability - people who have a disability (physical or mental health condition, long term illness)

Positive impact identified 😊

Adverse impact identified 😞



Gender - men or women

Positive impact identified 😊

Ensuring inclusive recruitment in a traditionally male-dominated sector (Energy)

Adverse impact identified 😞



Gender-reassignment - people who have undergone or plan to undergo gender re-assignment

Positive impact identified 😊

Adverse impact identified 😞



Marriage or civil partnership - people who are married or in a civil partnership

Positive impact identified 😊

Adverse impact identified 😞



Pregnancy and maternity - women who are pregnant, on maternity leave, breastfeeding etc.

Positive impact identified 😊

Adverse impact identified 😞



Race - people of diverse race, nationally or ethnically

Positive impact identified 😊

Adverse impact identified 😞

☐ **Religion or belief - people of diverse faiths or beliefs**

Positive impact identified 😊

Adverse impact identified 😞

☐ **Sexual orientation - lesbian, gay, bisexual or transgender people**

Positive impact identified 😊

Adverse impact identified 😞

Question B5

General Equality Duty

In what way will your proposal contribute to the following? Tick any that apply and outline below how your proposal will achieve this.

☐ **eliminating unlawful discrimination, victimisation or harassment**

☒ **advancing equality of opportunity** (by removing/minimising disadvantage, meeting the needs of particular groups, encouraging participation in public life, taking account of disabled people's impairments)

☐ **fostering good relations** (by tackling prejudice or promoting understanding)

Opportunity to advance the consistent application of responsible business values

Question B6

Economic, social and cultural (human) rights

HLE is well placed to create the conditions in which economic, social and cultural rights can be realised, such as working towards:

- an adequate standard of living e.g. Minimum Income Standard, addressing poverty
- access to well-paid employment for all e.g. job creation or retention, income levels, real Living Wage payment
- just and favourable work conditions e.g. encouraging inclusive workforce practices
- social participation and community confidence e.g. inclusive capacity building and representation

In what way will your proposal help people realise their economic, social or cultural rights?

Access to well-paid employment with wider economic and social/community benefits through the indirect and induced impacts.

Question B7

Socio-economic impact

Public authorities, including HIE, are expected to consider how to address socio-economic disadvantage, when taking decisions of a strategic nature, such as economic development strategy, setting budgets for key investment choices, city / region deals etc.

In what way does your proposal address socio-economic disadvantage in communities within **particular disadvantaged places**?

Retaining and increasing employment in an area that suffered from the downturn in the oil & gas sector in recent years, particularly the more rural/remote communities.

In what way does your proposal address the specific nature of socio-economic disadvantage experienced by people in rural, remote and islands areas?

Question B8

European Structural Fund Programmes only

Equal Opportunities - "to increase the opportunities within the programme for all groups and to prioritise and adapt support for groups facing particular disadvantages to participation"

Clarify precisely how the proposal takes account of and reflects the diverse needs of any target group(s).

Outline how the proposal will overcome any potential barriers to access to participation and how policies in place will make a positive difference.

Given the nature of this project it is the view of HIE staff that the equality impact are as follows:

- employment creation – new jobs are well-paid, permanent and replace jobs lost in the local community
- potential impact on the supply chain – particularly job creation in energy sector where there is scope to widen the recruitment pool to increase the proportion of skilled women in the sector – currently coming through training but not into jobs
- impact of infrastructure development on the tourism and energy sectors
- the project potentially addresses health and safety risks of the current arrangements (e.g. at Admiralty Pier)
- HIE may be able to incorporate the findings of the ergonomics review (transport etc.) to identify whether increase in passenger numbers provides opportunity to advance equality.
- One of the key benefactors of this development, the tourism industry, performed more favourably than the Scottish economy overall in 2017 in respect of gender disparity in pay¹
- CFPAs are an equal opportunities employer. However, the board currently comprises only male board members. CFPAs confirmed that they have

¹ Scottish Government Report, April 2018 'Tourism in Scotland: The Economic Contribution of the Sector'
Form June 2018

sought to redress this imbalance and will continue to do so.

Social inclusion - "to ensure that economic growth and tackling exclusion go hand in hand to help people overcome multiple barriers to employment and realise their full potential"

Demonstrate how the proposal will reconcile a commitment to social inclusion with a focus on improving the competitiveness and economic performance of the locality.

Outline how it will reduce inequalities between the least advantaged communities and the rest of society.

Outline how the proposal will overcome any potential barriers to access to participation and how policies in place will make a positive difference.

The following positive social impacts are likely to arise from this development:

- The positive social impact in terms of helping to replace jobs locally that have been lost from the decline in the oil and gas sector, which created the higher unemployment rates in the area.
- The assumed average wage of £30,000 is well above the Scottish living wage of £8.75 per hour;
- The vast majority of the new jobs will be of a long-term permanent nature and based locally, thus improving the social cohesion and welfare of local communities
- Cruise tourism in particular generates much needed cash for local businesses which helps towards the regeneration of Invergordon and Easter Ross
- CFPA works closely with local businesses and stakeholders e.g. management of the 'Cruise Stakeholder Group' for whom the port has arranged workshops in February and December 2017, with more planned in 2018.
- CFPA engage and support stakeholder and community groups including (but not limited to):
 - Regular port users' meetings
 - Joint community council meetings
 - Staff meetings
 - Cruise stakeholder group
 - Cruise business club
 - School projects (presentations frequently given to schools and also involved in beach tidies etc....)
 - Annual public meeting/review
 - Newsletters
 - Community sponsorship programme

People Impact Assessment

C Action plan to address inequality and socio-economic disadvantage

Financial and resource allocation decisions must take into account potential equality impact and, for strategic decisions, socio-economic impact. Proposals which include procurement activity at OJEU level must consider whether to include contract award or performance criteria related to equality. The action plan outlines actions which will address inequalities or disadvantage identified by the assessment. It must be included with relevant approval papers.

Title of the proposal assessed:

Port of Cromarty Firth

Summary of impact identified and action to be taken to ensure inequalities and socio-economic disadvantage are addressed			
Potential impact to be addressed	Action to be taken	By whom	When
Job creation and inclusive recruitment	Ensure business has appropriate guidance and support	Account Manager	At time of recruitment
Positive local community and social impacts	Encouraging CFPAs to continue and increase positive impacts in community e.g.	Account Manager	ongoing
Arrangements to monitor and review impact over time			
Monitoring and review arrangements			
By whom			
Project monitoring and review	Account Manager & Senior Development Manager from Energy team		Prior to recruitment and monthly thereafter
Account management reviews	Account Manager		Half-yearly

Procurement

Proposal involves procurement activity at OJEU level

No

Award criteria to be included in tender

How criteria will be evaluated

N/A

Contract performance criteria

How delivery of performance criteria will be monitored

N/A

Proposal involves procurement activity related to a regulated contract over £50k

Yes / No

Community benefit or equality clauses to be included in the tender

How clauses will be evaluated

The full signed assessment is held with proposal papers and published on the HIE website.

Senior Responsible Officer (name):

James Gibbs

Area Manager, Inner Moray Firth

Job Title:

Date of signing off completed assessment:

25th September 2018

