

Equality Impact Assessment Form

Please ensure you have read the EIA Policy and Guidance document before completing this form.
If you need assistance please contact the EDU. Please return the completed form to the EDU.

STEP 1 - Define policy/ practice
i. Name of policy/ practice/ significant change
Equality and Diversity Policy
ii. Owner of policy/ practice (College, School or Service)
Equality and Diversity Unit
iii. Date of policy/ practice approved
Court - 12/02/14 and Senate - 17/04/14
iv. Approved by? (Committee, College, School or Service)
EDSC and then Court/Senate

STEP 2 - Description of policy/ practice
i. What are the aims?
To set out the University's commitment to Equality and Diversity, through it's strategy, and ambitions, and to set out our legislative requirements.
ii. Who does it cover?
Staff, students, visitors, contractors and individuals acting on the University's behalf - full details in section 2.
iii. How often is this policy / practice reviewed?
The aim is to review it every three years, or as an update is required.

STEP 3 - Could there be any implications for a protected characteristic group (as defined by the Equality Act 2010) in this (or the development of) policy/ practice?
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STEP 3a - Yes, there is a potential implication or barrier for a protected characteristic group.		Go to Step 4
Please tick all that are relevant ✓		
	Notes	
Age	✓	
Disability (include BSL Users)	✓	
Gender Reassignment (including Gender Neutral language)	✓	
Marriage and Civil Partnership	✓	
Pregnancy and maternity	✓	
Race	✓	
Religion or Belief	✓	
Sex	✓	
Sexual Orientation	✓	

STEP 3b - No, there is no potential implication for a protected characteristic group.	Go to Step 8
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STEP 4 - What evidence do you have for this conclusion (potential implication for a protected characteristic group)?
Briefly explain:
<p>The policy setouts out the University's commitment to equality and diversity in all aspects of our functions, this includes all aspects of the Equality Act 2010 - all typoses of discrimination and harassment for all protected characteristics, expect where legal restrictions apply. The policy set out the University's and individual's responsibilities, and where unacceptable actions or behaviours apply. Therefore this policy effects the whole University community, as it sets out the framework for accepatabel behaviour and how to address discrimination.</p> <p>The appendices of the policy set out definitions for the University community to provide context and further information and guidance - this includes legal information on the Equality Act, and the Public Secotr Equality Duty, the Human Rights Act and Further and Higher Eduication Act, and monitoring information. The additional appendices provide information on each of the protected characteristics (and Refugees and Asylum Seekers), definitions, internal governance and information and external support.</p>

STEP 4a - Does the evidence show a positive impact?	Go to Step 5
Please provide an example and attach evidence:	
The policy sets the University's commitment to promoting and implementing equality of opportunity in the learning, teaching, research and working environments	

STEP 4b - Does the evidence show a negative impact?	Go to Step 6
You need to consult with relevant stakeholders - the EDU will assist with this process Please provide brief details and attach evidence:	
Some of the protected characteristics have conflicting interests (for example some religions and sexual orientation), however the University will adhere to external guidance, legal frameworks and best practice when considering judgements if required.	

STEP 4c - Does the evidence show no impact?	Go to Step 8
Attach evidence to this form	

STEP 5 - Continue to promote good opportunity for all people	Go to Step 8
Promote and implement as exemplar policy/ practice	

STEP 6 - Involve and consult stakeholders to address any negative impacts	Go to Step 7
EDU will assist with this process Please provide brief details of involvement and consultations:	
The University consulted widely on the development of this policy, and it progressed through the usual University committee structures, which include representation from Student Representative Council, Trade Unions, and staff and students, as well as staff who will implement the policy in their workplace.	

STEP 7 - Outline any changes made to the policy/ practice as a result of the consultation	Go to Step 8
Please provide details of changes:	
At each stage of consultation the policy was enhanced.	

STEP 8 - Publish results (as required by law)	Go to Step 9
Please return this form, once completed, along with copy of amended policy or practice and any relevant information, to the EDU for annual reporting and for inclusion on the University website. Please note items sent to EDU here:	

STEP 9 - Regular review	
Regular reviews ensures that policy and practice is kept up to date and meets the requirements of current equality legislation. Where a negative impact has been identified and remedial actions is being implemented, the policy owner should define a timescale for review.	
Please give details of review process:	As detailed above.

SIGNING OFF PROCESS			
Name of EIA Owner	EDU		
Signature	EDU		
College/ School/ Service	EDU/HR		
Date of Completion	Mar-14		
Date received by EDU	Mar-14		
Approved in principle?	Yes	No	
Any actions required? Please specify			
Signed on behalf of: EDU Date: April 2014	Signature EDU		