



## Equality Impact Assessment

A. Policy or Practice (name or brief description):  <b>Associated Institution nomination, approval and monitoring procedure</b>
B. Reason for screening (delete as applicable):  <ul style="list-style-type: none"><li>• New procedure</li></ul>
C. Person responsible for the policy area or practice:  Name: Susan Hunter  Job title: Academic Policy Officer  School/service/unit: Academic Services
D. Screening Analysis  1. Does the policy or practice affect primary or high level functions of the University? <b>Yes</b> 2. Is the policy or practice relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' set out in the introduction above)? 3. Is the policy or practice one on which interested parties could reasonably expect the University to have carried out an EqIA?  If the answer to any of these questions is 'Yes', an EqIA should be carried out on the proposed/revised policy or practice at an early stage and in any event before it is finalised.
E. Screening outcome  Equality Impact Assessment required: <b>Yes</b>  Record notes about the screening process or outcome here. <ul style="list-style-type: none"><li>• <b>EqIA carried out following approval of the procedure by Academic Services</b></li></ul>
F. Sign-off  Screening undertaken by (name(s) and job title(s)): Susan Hunter, Academic Policy Officer  Accepted by (name): Susan Hunter  Date: 2 April 2014

If EqIA is not being carried out, delete the remainder of this form and send the completed form to [equalitydiversity@ed.ac.uk](mailto:equalitydiversity@ed.ac.uk).

## G. Equality Impact Assessment

1. Overview. Indicate the current status of the policy/practice or the stage of development/review. Also note any general comments here regarding the relevance and significance of the policy/practice to equality. Which aspects of the policy/practice are particularly relevant (which should be the main focus for EqIA)? On what aspects of equality does the policy/practice particularly impact?

**The procedure was approved on 11 March 2014. The procedure relates to institutions entering into a collaborative association with the University; some institutions may have a particular relevance to equality groups.**

2. To which equality groups is the policy/practice relevant? Policies/practices applying to substantial groups of students or staff will be relevant to all equality groups, which should be noted. However, also indicate any equality groups for which the policy/practice is particularly relevant, and why.

**The procedure is relevant to all equality groups**

3. What evidence is available about the needs of relevant equality groups? E.g. information/feedback from equality groups or other stakeholders, involvement or research with equality groups or individuals, equality monitoring data, service monitoring data, information for other similar policies/practices, staff surveys, research reports, demographic information, audit, inspection or management reports and recommendations.

**As this is a new procedure which incorporates new monitoring processes stakeholder information is not yet available. This will be reviewed at the date of next review of the procedure.**

4. Might the application of this policy/practice lead to discrimination, harassment or victimisation? Might it result in less favourable treatment for particular equality groups or give rise to indirect discrimination?

**The procedure is developed to ensure robust application of due diligence and risk management, which includes equality considerations.**

5. Are reasonable adjustments built in where they may be needed? **n/a**
6. Does the policy/practice contribute to advancing equality of opportunity<sup>1</sup>? **n/a**
7. Is there an opportunity in applying this policy/practice to foster good relations between people in any protected group and those who are not<sup>2</sup>? Will it help to tackle prejudice and/or promote understanding? **n/a**
8. Is there evidence (or an expectation) that people from different equality groups have different needs or experiences in relation to the policy/practice? **No**

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<sup>1</sup> This question does not apply to the protected characteristic of marriage or civil partnership

<sup>2</sup> This question does not apply to the protected characteristic of marriage or civil partnership.

9. Is there evidence (or an expectation) of higher or lower uptake by any equality group(s)?  
**No**
10. Is any equality group excluded from participating in or accessing the service or functions?  
**No**
11. Does the policy/practice create any barriers for any other groups? **No** Is the communication of the policy/practice accessible to all groups? **Yes**
12. How are relevant equality groups or communities involved in the development, review and/or monitoring of the policy or practice? **n/a**
13. Are there any other points to note regarding the potential or actual impact of applying the policy or practice, with regard to the need to eliminate discrimination, advance equality and promote good relations? If so, note these here. **n/a**

#### **H. Equality Impact Assessment Outcome**

There is a legal obligation to take account of the results of the EqIA in the development of a new or revised policy or practice. This requires considering taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. Clearly any unlawful discrimination must be eliminated.

Having considered the answers in section G, select one of the four options below to indicate how the development/review of the policy/practice will be progressed. Delete the options that do not apply.

Option 1: No change required – the assessment is that the policy/practice is/will be robust. There is no evidence of potentially unlawful discrimination and all reasonable opportunities to advance equality and foster good relations have been taken, subject to continuing monitoring and review.

#### **I Action and Monitoring**

1. Specify the actions required to implement the findings of this EqIA. **n/a**
2. State how the policy or practice will be monitored in relation to its equality impact (or note where this is specified above).

**The procedure will be monitored by Academic Services in relation to equality impact.**

3. When will the policy/practice next be reviewed?

**The procedure will be reviewed in conjunction with the next review of the Criteria for Awarding Associated Institution Status policy in 2015**

#### **J. Publication of EqIA**

EqlAs are published on the Equality and Diversity website.

There is a statutory requirement to publish EqlAs within a reasonable period. However, in some circumstances there may be valid reasons to limit what is published or to delay publication.

Can this EqlA be published in full, now? **Yes**

**J. Sign-off**

EqlA undertaken by (name(s) and job title(s)): Susan Hunter, Academic Policy Officer

Accepted by (name): Susan Hunter

[This will normally be the person responsible for the policy/practice named in C above. If not, specify job-title/role.]

Date: 2 April 2014

Retain a copy of this form for your own records and send a copy to [equalitydiversity@ed.ac.uk](mailto:equalitydiversity@ed.ac.uk)