Equality Impact Assessment

A. Policy/Practice (name or brief description): **Mentoring Connections Programme**
B. Reason for Equality Impact Asessment (delete as applicable): • Undertaking a review of an existing policy/practice
C. Person responsible for the policy area or practice: Name: Frances Grebenc Job title: HR/OD Partner (Learning and Development School/service/unit: University HR Services
D. An Impact Assessment should be carried out if any if the following apply to the policy/practice, if it: • affects primary or high level functions of the University - **No** • is relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' as set out in the Policy and Guidance)? **Yes** • It is one which interested parties could reasonably expect the University to have carried out an EqIA? **Yes**
E. Equality Groups To which equality groups is the policy/practice relevant and why? (delete any that are not relevant): **Mentoring is open to all staff to support any and all of their needs relating to their work and career. As a result of this wide remit all of the equality groups are being considered.** • Age • Disability • race (including ethnicity and nationality) • religion or belief • sex • sexual orientation • gender reassignment • pregnancy and maternity • marriage or civil partnership[1] Add notes against the following statements where applicable/relevant: • On any available information about the needs of relevant equality groups:

[1] Note: only the duty to eliminate discrimination applies to marriage and civil partnership. There is no need to have regard to advancing equality or opportunity or fostering good relations in this respect.

All staff have access to this programme and can use it for a mix of reasons. For example, previous participants have requested mentoring to support:
- **Career progression**
- **Return to work after maternity or illness(including disability adjustments)**
- **Becoming familiar with the UK HE context as the mentee has come from another country.**
- **Work life balance and gender politics in HE.**

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:

Apart from the initial application form we do not record and monitor all the topics that are discussed in a mentoring partnership as this is confidential to the mentor and mentee. As a result we are not aware of data relating to the real number of mentoring partnerships that focus on issues relating to the equality groups.
In 2016 we modified the application form to gather the UUN. This new data will help us to do more effective data monitoring in future.

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:

Not to our knowledge

- If the policy/practice contributes to advancing equality of opportunity[2] :

Mentoring Connections is a mentoring programme open to all staff. We have in the past and still target, through our communication and website, women and new international staff as a way to supporting these individuals to develop their careers and perform in their current roles. We are also communicating with other networks across the University (i.e. LGBT network, BME Action Group, Disability Network) to ensure they are encouraged to participate.

- If there is an opportunity in applying this policy/practice to foster good relations:

Yes, mentoring allows for the 2 way sharing of experience. In doing this there is a potential for helping another person who doesn't share that experience to understand. This could support the fostering of good relations on an individual level.

- If the policy/practice create any barriers for any other groups? **No**

- How the communication of the policy/practice is made accessible to all groups, if relevant?

The programme information is available on the University website. Information is in written and video format. We offer pdf's of the video's slides to allow for screen reader technology to be used. We are also in the process of transcribing all our video resources. The mentoring programme application form is online but individuals who cannot access this tool effectives, are encouraged to contact mentoring@ed.ac.uk for support.

- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?

Mentoring Connections was rolled out across the University in phases. Starting from a small pilot and now open to all staff. We use local champions to offer us support and guidance on the programme's communication and matching processes. Ongoing feedback is gathered through the evaluation of the programme. This evaluation goes

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[2] This question does not apply to the protected characteristic of marriage or civil partnership

to matched mentors and mentees. We also gather feedback from all users (including unmatched participants) on a biennial basis.

- Any potential or actual impact of applying the policy or practice, with regard to the need to eliminate discrimination, advance equality and promote good relations:

According to our feedback matched mentors and mentees both benefit from this programme.

However we have a ratio of 2 mentee applicants to every mentor, this means that some staff/mentees are not matched during the annual matching process. We use application date as well as the individual's criterial to try to instil a fair approach for determining who will and who won't be matched.

In 2017, we plan to pilot some new support options (i.e. action learning sets, peer mentoring, etc) for unmatched mentees. The aim of these pilots is to offer timely support that may provide the required solution without having to wait a year until our next matching process.

F. Equality Impact Assessment Outcome

Select one of the four options below to indicate how the development/review of the policy/practice will be progressed and state the rationale for the decision. (Delete the options that do not apply):

Option 1: No change required – the assessment is that the policy/practice is/will be robust.

G. Action and Monitoring

1. Specify the actions required for implementing findings of this EqIA and how the policy or practice will be monitored in relation to its equality impact (or note where this is specified above).

Complete the transcription of the video resources by May 2017.
Pilot new support options for unmatched mentees by July 2017.

2. When will the policy/practice next be reviewed?
2019/20
If any changes to the programme are made, a review will be conducted in advance of this date.

H. Publication of EqIA

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

I. Sign-off

EqIA undertaken by (name(s) and job title(s)): **Frances Grebenc, HR/OD Partner(Learning and Development)**

Accepted by (name): **Kirsty Robertson, Senior HR/OD Partner (Learning and Development)**

Date:08/12/2016

Retain a copy of this form for your own records and send a copy to
equalitydiversity@ed.ac.uk