# Equality Impact Assessment Template

Before carrying out EqIA, you should familiarise yourself with the University's EqIA Policy Statement and Guidance and Checklist Notes, and undertake our online training on Equality and Diversity and EqIA. These, along with further information and resources, are available at www.ed.ac.uk/schools-departments/equality-diversity/impact-assessment

EqIA covers policies, provisions, criteria, functions, practices and activities, including decisions and the delivery of services, but will be referred to as 'policy/practice' hereinafter.

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**A.** Policy/Practice (name or brief description):

**Youth and Student Employment Strategy**

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**B.** Reason for Equality Impact Asessment (Mark **yes** against the applicable reason):

- Proposed new policy/practice  **Yes**
- Proposed change to an existing policy/practice
- Undertaking a review of an existing policy/practice
- Other (please state):

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**C.** Person responsible for the policy area or practice:

Name:  **Jennifer Dixon**

Job title:  **HR Partner – Resourcing**

School/service/unit:  **University HR Services**

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**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 **Yes**
- 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**

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**E.** Equality Groups

To which equality groups is the policy/practice relevant and why? (add notes against the following applicable equality group/s)

- Age
- Disability
- race (including ethnicity and nationality)
- religion or belief
- sex
- sexual orientation

- gender reassignment
- pregnancy and maternity
- marriage or civil partnership[1]

**The Youth and Student Employment Strategy is targeted at any student and/or young person (typically aged 16-24), whom could have any of the protected characteristics. There is no age restriction for students working at the University. However, the 'young people' we are aiming to target are those aged 16-24. This aligns with Investors in Young People Framework and Scottish Government classifications, the definition of a youth or young person is someone employment aged 16-24. The strategy is designed to meet a genuine employment benefit for the identified needs of this underrepresented age group.**

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups:

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed: **There is information available to allow equality and diversity monitoring of the different strands of the Strategy, particularly for those aged 16-24 employed at the University. However, for students it is more difficult to gather data due to the variety of roles they do at the University and the lack of a clear flag to identify them as student workers. This is particularly problematic for those on the casual payroll. At present, the Oracle system is not able to isolate student workers. This issue is being investigated and is part of the project plan to try to improve data collection. Reporting will be carried out on an annual basis and will include equality and diversity data.**

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups: **No**

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

- If there is an opportunity in applying this policy/practice to foster good relations: **The initiatives we are proposing as part of the Strategy actively contribute to fostering good relations. By working with staff from all areas of the University to engage with the various initiatives; offering support to staff and young people and students providing mentoring and training; engaging with external organisations – Prince's Trust, Inclusion Scotland, and Career Ready – who work with those who possess many of the protected characteristics and individuals often furthest removed from employment.**

- 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 information can be made available in different formats.**

- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice? **We are working with different external organisations to drive engagement with varied groups of individuals to widen our reach when recruiting young people. We have been providing information events for staff e.g. Prince's Trust, Career Ready, and modern apprenticeships.**

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

**We are piloting disability internships at the University with an equality-focussed organisation, Inclusion Scotland.**

- 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: **An aim of the Strategy is to change staff perceptions of recruiting young people and students and reduce any perceived bias. It will provide an opportunity to advance our equality agenda by engaging with different initiatives – Inclusion Scotland (disabled internships), Career Ready (mentoring of local school pupils) and Prince's Trust (providing work experience for young people not in work, education or training).**

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**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

**Option 1:** No change required – the assessment is that the policy/practice is/will be robust. **Given the breadth of the Youth and Student Employment Strategy, we do not think it will raise any equality and diversity issues. Rather will increase and advance our equality and diversity practices by encouraging increased participation from different groups and promote a more inclusive recruitment strategy for staff.**

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**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).

**The Strategy will be evaluated on an annual basis using data from Oracle and qualitative data generated from evaluation forms. The Careers Service will monitor student engagement initiatives.**

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

**The Strategy document will be reviewed in December 2017.**

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**H.** Publication of EqIA

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

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**I.** Sign-off

EqIA undertaken by: **Jennifer Dixon, HR Partner - Resourcing**

Accepted by (name): **Martyn Peggie, Deputy Director of HR (Reward, Systems, Business Information and Resourcing)**

Date: **26th May 2017**

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