



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.

A. Policy/Practice (name or brief description): Formation of Information Security Division within Information Services Group.

B. Reason for Equality Impact Assessment (delete as applicable):

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

C. Person responsible for the policy area or practice:

Name: **Alistair Fenemore**

Job title: **Chief Information Security Officer**

School/service/unit: **Information Security Division**

D. An Impact Assessment should be carried out if any of 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)? **No**
- It is one which interested parties could reasonably expect the University to have carried out an EqIA? **No**

E. Equality Groups

To which equality groups is the policy/practice relevant and why? (delete any that are not relevant):

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

- pregnancy and maternity
- marriage or civil partnership¹

A new Information Security Division is being created in ISG. The Division will be headed by the Chief Information Security Officer (CISO), who will report to the Chief Information Officer, and will be responsible for providing a pan-University lead on Information Security risk strategy, driving and owning the University information security risk posture and for leading pan-University information security activities. It will collate information about internal and external information security threats to provide risk-based advice and guidance to staff to help them manage their day to day activities in line with policy requirements. The CISO will act as a strategic advisor on existing and emerging information security threats and will own, manage and develop appropriate information security policies, procedures and controls as part of an overarching information security governance framework.

The creation of the new Division might impact all staff and students as it will change the way the University will approach and manage information security risks. However, we don't envisage any material impact upon any of the protected characteristics. Disability may be impacted by the inclusion of on-line systems in the scope of responsibilities for the Division, but any changes to security controls will comply with Web Content Accessibility Guidance Version 2AA (WCAG v2). Additionally should the Division introduce new requirements that might impact a protected group, for example password strength requirements might be difficult to remember for some disability groups, reasonable adjustments will be put in place if necessary. Training will be conducted in accessible locations where possible and materials will be made available in alternative formats if required. HR aspects for running the new division will be undertaken in line with extant HR policy to ensure that there is no breach of the Equality Act 2010. We recognise the issue of gender predominance in this specialist sector resulting in a high proportion of male candidates for vacancies arising from the creation of this new Division and have examined ways to practically address this. However, given the specialist nature of the field, this has proved to be extremely difficult. Any internal moves to fill roles within the division will accommodate existing reasonable adjustments that are necessary, noting that there will be no forced role changes and all positions will be filled by voluntary applicants.

Add notes against the following statements where applicable/relevant:

- On any available information about the needs of relevant equality groups: **The creation of the Division has been discussed with the Disability Information Officer and the requirements of WCAG compliance has been highlighted. Further, we are not aware of any equality or diversity issues being highlighted during ISG staff/student surveys. We will however, continue to monitor feedback for any comments on any of the protected characteristics.**
- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed: **We have sufficient information to proceed and we feel it would be disproportionate to run specific focus groups at this time.**
- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups: **We do not believe that the creation of the new Division will lead to any form of prohibitive conduct for the reasons detailed above. All policies and practices**

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.

created by the new Division will be subject to an EqlA as part of their development

- If the policy/practice contributes to advancing equality of opportunity² **By ensuring that the new Division considers all potential equality & diversity impacts, we will endeavour to make all the services as accessible as possible. This will therefore potentially advance opportunities for disabled users**
- If there is an opportunity in applying this policy/practice to foster good relations: **Conducting EqlA and implementing all recommendations brought to light will demonstrate the seriousness with which ISG and the University take equality & diversity issues.**
- If the policy/practice create any barriers for any other groups? **We do not anticipate that the introduction of a new Division will create any barriers. In terms of individuals from different socio/economic groups, the University offers free 24 hour computer access.**
- How the communication of the policy/practice is made accessible to all groups, if relevant? **All communications about, and from the new Division will be made available in a variety of mediums and will be available in alternative formats upon request. Communications will be in English, the main teaching language of the University, and we do not believe that this will create any disadvantage**
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practices? **We will continue to monitor feedback about the division and its services and from ISG/Staff surveys to identify any that have a positive or negative impact on any of the protected characteristics.**
- 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: **Not at this stage.**

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.

~~**Option 2:** Adjust the policy or practice – this involves taking steps to remove any barriers, to better advance equality and/or to foster good relations.~~

~~**Option 3:** Continue the policy or practice despite the potential for adverse impact, and which can be mitigated~~

~~**Option 4:** Stop the policy or practice as there are adverse effects cannot be prevented/mitigated.~~

G. Action and Monitoring

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

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). **Staff will be made aware that alternative formats of policies etc should be made available upon request; staff within the Division will be made aware of the requirement to make reasonable adjustments when needed and we will continue to monitor feedback about the division and its services and from ISG/staff surveys.**
2. When will the policy/practice next be reviewed? **Upon material change or when specific feedback is identified that positively or negatively affect any of the 9 protected characteristics.**

H. Publication of EqIA

Can this EqIA be published in full, now? Yes/~~No~~

If No – please specify when it may be published or indicate restrictions that apply:

I. Sign-off

EqIA undertaken by (name(s) and job title(s)): Alistair Fenemore, Chief Information Security Officer

Accepted by (name): Gavin Ian McLachlan
Chief Information Officer and Librarian

Date: 26 August 2016

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