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):
Murchison House Refurbishment for: Generic Study and Teaching at the Lower Ground, Ground and South side of the First Floors for King's Buildings students; accommodation for Student Services at Ground Floor Level; Edinburgh Innovations Staff on Level 1; Edinburgh Innovations Enterprise Hub on Level 2 and; College Office Staff on Level 3. There will be a Café on the Ground floor which has the potential to be accessed by the public.

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

- Proposed new policy/practice YES
- Proposed change to an existing policy/practice YES
- Undertaking a review of an existing policy/practice
- Other (please state

C. Person responsible for the policy area or practice:

Name: **Bruce Nelson**

Job title: **College Registrar**

School/service/unit: **College of Science and Engineering**

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**

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 Project has the impact to affect all protected characteristics as the building will potentially be used by any student or staff member. However, we feel the characteristics most likely to experience an impact are disability, race and gender. The Design Team has carried out an accessibility audit for the building. The Project addresses current accessibility issues for disabled users by: improving accessibility to and within the building with the replacement of the existing passenger and goods lifts with two evacuation lifts to all floors; the addition of fire lobbies with temporary waiting spaces at each stair core and at each lift and; evacuation chairs to serve each of the six stairs. The orientation of the entrance to the building has been changed to provide direct access from the neighbouring college buildings to the east. Previously the only disabled access into the building was via a platform lift. This access has been improved with the installation of ramped access to a level main entrance to the east side of the building. The ramp has handrails and an anti-slip surface. The existing parking has been reconfigured to provide a more generous circulation space for pedestrians along with disabled parking bays, tactile paving where required and dropped kerbs at the main entrance to the building. External lighting has also been improved. There are automatic opening doors at the main entrance with free access between 9am and 5pm and swipe access after-hours. On the Lower Ground Floor there are a couple of study areas which can't be used out of hours by students who can't self-evacuate, however the same type of facilities have been provided to the south of the building.

There is no main reception proposed in the building however there is a servitor and Information Point. There will however be reception points in the College Office and Student Services. Each of these areas will have a lowered section of the desk to comply with the Scottish Technical Standards for accessibility. These desks will also be fitted with induction loops. An induction loop has been provided at the Café Servery along with a lowered area of counter to conform to the requirements of the Scottish Technical Standards.

The cycling facilities have also been improved with both open and enclosed cycle racks and showers distributed throughout the building. Additional accessible wcs are provided within the building. Non-gender specific toilets are provided within the building which is something often requested by students and staff and should benefit those undergoing gender reassignment, those who do not identity as a specific gender or identify as gender fluid.

Access throughout the building has been improved with many cellular spaces changed to open plan. Visibility and orientation throughout the building has been improved by removing walls, whilst colour coding has been introduced along with changes in material to demarcate different areas. There are currently several changes in level at various points across the building and, as far as feasible, these have been removed. The only areas where changes in level are still in place are at plant and storage areas, thus disabled access to these spaces is restricted. Elsewhere we have retained platform lifts in two locations to deal with the changes in level whilst raised access

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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.

flooring has been installed in other areas to level the floor. There is also a reduced ceiling height in the storage areas, this is a current situation which some people may find problematic. Lighting has been used to improve the access into these areas whilst they are designated for long time storage so should not require to be accessed on a daily basis.

Within the teaching, study and office areas we have included for both armed and armless chairs, tablet chairs for both left and right handed people, height adjustable desks and a variety of furniture options. The study areas have been arranged into a range of different types of spaces including open plan and cellular, quiet and silent. In addition there is an accessible study room proposed at Lower Ground Floor level adjacent to the main study areas. Access and egress from this room has been considered and the room has been located to ensure that it is fully accessible and in close proximity to sanitary facilities, other study areas and an emergency escape route.

Glazed partitions have been installed throughout the building to increase natural light penetration. Manifestation has been selected to contrast with the door leafs.

There may be a potential impact on race as signage will be in English however as English is the main teaching language of the university we so not believe this will lead to any disadvantage.

 There is a Muslim prayer room in the Chaplaincy Building in Mary Bruck located on campus. There are no chaplains based on the King's Buildings campus but you can make an appointment to meet with a chaplain on site. Sukkat Shalom, the Edinburgh Liberal Jewish Community, and the Church of Scotland meet at Marchmont St Giles Parish Church Centre 1.3miles away.

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups:
As part of the works, the Estates and Buildings Accessibility Officer was consulted and a full accessibility audit was carried out. In 2017/18 11.5% of students at the University of Edinburgh disclosed a disability 1004 of these students were in the College of Science and Engineering which is the college primarily based at Kings buildings.

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:
Consultation with equality and diversity groups was conducted regularly throughout the Project. At this stage we feel we have sufficient evidence to proceed.

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:
This redevelopment should lead to no form of prohibited conduct. No users should experience any form of prohibited conduct as a result of this Project and in fact may experience a benefit for the reasons detailed above.

Reasonable adjustments will be put in place for disabled users as required. The reasonable adjustments include physical improvements, provision of information in different format, auxiliary aids and induction loop, all underpinned by training, policy and guidelines. All communication about the Project and the subsequent service will be accessible in different formats and in different ways. Staff will be in place as needed. Reasonable adjustments will be made for disabled staff.

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

Yes access to and within the building is being improved to make it easier for disabled people to access the building through accessible toilets ramps, induction loop at reception and lifts to all floors.

Non gender specific toilets are being included in the building.

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

Accessibility is a key driver for this Project and it is hoped that project will improve accessibility and facilities or disabled users. In addition, In responding to requests for gender neutral toilets we hope to demonstrate the seriousness with which Edinburgh University considers Equality and Diversity and its commitment to taking practical action in this area.

- If the policy/practice create any barriers for any other groups?

The new facilities will expand access to free PC and IT facilities for students and so may benefit those students on low incomes. We do not believe these changes will result in any barriers for any other groups.

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

 Communication about the Project will be available in alternative formats upon request.
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?

Continued consultation has been undertaken with all stakeholders- The College Office staff, Edinburgh Innovations staff, Information Services Group, EUSA, Edinburgh First catering, the Student Services staff, the building operations team and landscaping department to inform the project and design development and to ensure accessibility requirements are met. Internally the Disability Officer for Information Services has reviewed the Project Equality Impact Assessment. Any revisions to the Project will follow this screening exercise. Any comments or queries received about the Project will be checked for any possible equality implications and the Project adjusted accordingly. This monitoring will continue when the building opens and feedback will be analysed for any issues relating to Equality and Diversity.

- 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:

 Nothing further other than that which is discussed above.

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 2: Adjust the policy or practice – this involves taking steps to remove any barriers, to better advance equality and/or to foster good relations. **For the reasons stated in this document the adjustments as discussed above will be put in place.**

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

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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).
   Relevant staff involved in the online provision of materials for building users will be advised of the requirement to provide information in alternative formats.
   Ongoing user/partner feedback on the Project will continue through the construction process. The project will be re-screened and the EqIA will be updated every time an adjustment to the Project is required. Any queries raised relating to the Project which highlight equality issues will result in an update to the EqIA being undertaken.

2. When will the policy/practice next be reviewed?
   Regular evaluation and consultation is built into the Project Programme. The EqIA will be updated as the project develops until the refurbishment is complete and then it will be updated when any positive or negative issues are identified relating to 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)):

Accepted by (name): **Bruce Nelson, College Registrar for the College of Science and Engineering**
[This will normally be the person responsible for the policy/practice named above. If not, specify job-title/role.]

Date: **27th November 2018**

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