



## 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](http://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):** **Student Counselling and Disability Services relocating to new premises in the purpose-developed Health and Wellbeing Centre in 7 Bristo Square.**

**B. Reason for Equality Impact Assessment (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: **Yes**
- Other (please state):

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

Name: **Andy Shanks**

Job title: **Director of Student Wellbeing**

School/service/unit: **Student Experience Services, USG**

**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): **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 – **Students are eligible to access the building & services regardless of their age, and so the move to different premises is not anticipated to have an impact on this characteristic.**
- Disability – **This move to new premises will provide an enhanced environment, more accessible premises, and greater space to offer more support to a larger**

number of students. The new premises incorporates accessible, gender neutral toilets, plus a highly accessible and well equipped changing places toilet (which is the only one within any University building). Induction loops are installed in the main reception and in meeting rooms. Designated disabled parking spaces are available at basement level with standard and platform lift access to the Service. Fire evacuation lifts also operate at all levels, and there is a designated safe refuge space on the upper floor.

***Covid19 changes: The HWC will operate on an appointment only basis, limiting the number of students and staff in the building. Students will still be able to contact services on the phone, by email and through Microsoft Teams. Parking spaces will also be limited until phase 4 of the Scottish Govt. routemap.***

The environment in which the services will be located has been designed with students' wellbeing, as users of both Services, at the forefront, so it will be providing a place that is more accessible and much more conducive to the support that both SCS and SDS offer.

- Religion – The premises are located adjacent to the University's Chaplaincy Centre which provides a prayer room and sanctuary for those students who require such space. ***Covid19 Changes: the prayer room will be unavailable until phase 4 of the Scottish Govt. routemap.***
- Race (including ethnicity and nationality) - **Students are eligible to access the building and services regardless of their race, and so the move to different premises is not anticipated to have an impact on this characteristic.**
- Sex - **Students are eligible to access the building and services regardless of their sex, and so the move to different premises is not anticipated to have an impact on this characteristic.**
- Gender reassignment - **Students are eligible to access the building and services regardless of their gender, and so the move to different premises is not anticipated to have an impact on this characteristic. Gender neutral toilets are available on all levels of the building.**  
***Covid19 changes: Some toilets will be out of use due to limited capacity and one-way system. Staff will be made aware of this, and can direct students to the nearest available.***
- Pregnancy and maternity – **The move to different premises is not anticipated to have an impact on this characteristic. The changing places toilet will be equipped with a bench, so could be utilised as a baby changing room.**
- Marriage or civil partnership<sup>1</sup> - **The move to different premises is not anticipated to have an impact on this characteristic.**

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups:  
**The role of the Student Disability Service (SDS) is ensuring that the work and activities of the University are as accessible as possible to all people, though our focus is particularly on the student population who have disclosed a disability, learning difference or health condition. In planning the move to new premises, there has been significant discussion with architects, designers,**

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<sup>1</sup> 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.

**builders and key stakeholders to ensure that the accessibility of the Service is enhanced by this major change.**

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:  
**n/a**
- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:  
**It is not envisaged that this change should result in any form of prohibited conduct for the reasons stated within this document. All staff involved in managing this Service move have made every effort to ensure that the new premises will be as accessible as possible and to ensure that discrimination does not occur. In addition, further reasonable adjustments will be considered for those Service users who require them.**
- If the policy/practice contributes to advancing equality of opportunity<sup>2</sup>  
**The new Health and Wellbeing Centre will offer students an accessible, welcoming and comfortable venue in which they will be able to access a range of crucial support services. By locating both SCS and SDS in a purpose-designed building, which is dedicated to the support of students, we would anticipate larger numbers of disabled students feeling better able to access our Service and make use of the support we can offer. Additionally, as students will no longer have to move through the busy Main University Library, it is hoped that those students who found the Library environment challenging, will feel more at ease when accessing our Service directly. Finally, the University has invested £8m in developing the Health and Wellbeing Centre. That reflects the priority that the University now places on supporting and enhancing student wellbeing, and particularly the student experience of those with disabilities, learning differences and health conditions.**  
***Covid19 changes: The HWC will operate on an appointment only basis, limiting the number of students and staff in the building. Students will still be able to contact services on the phone, by email and through Microsoft Teams.***
- If there is an opportunity in applying this policy/practice to foster good relations:  
**The development of a dedicated Health and Wellbeing centre for the University of Edinburgh illustrates the seriousness with which the University considers Equality and Diversity issues and especially, in this case, the protected characteristic of disability. Students, including those who are registered with SDS have been involved in the design and development of this new premises.**
- If the policy/practice create any barriers for any other groups?  
**No barriers for any other groups are created as a result of the change. The new premises are only a couple of minutes' walk from the previous location, so no additional travel costs should be incurred by any Service users. There is no cost for utilising any of the services provided so there should be no impact on low income groups. Students will always be able to contact the service by email, on the phone, through MS Teams at a time and from a location that is suitable for them.**
- How the communication of the policy/practice is made accessible to all groups, if relevant?  
**Students using the Services have been made aware of the move. In addition, an updated news item will be published on the Service webpage, promoting the**

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

move. Furthermore, the University has been publicising the development of the new Health and Wellbeing Centre since 2019 in various ways, including dedicated webpages: <https://www.ed.ac.uk/estates/news/wellbeing-centre>, <https://www.ed.ac.uk/students/health-wellbeing/health-and-wellbeing-centre> and <https://www.ed.ac.uk/news/students/2018/wellbeing-at-heart-of-new-centre>. The University webpage is governed by the Web Accessibility Policy which is based on the Web Content Guidelines 2.1 AA standard and has an accessibility statement as required by the The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. In addition, mailings will be issued to key contacts across all Schools & Colleges regarding the official move and the Service will host various events once the relocation has taken place, to give staff and students the opportunity to visit the new premises. *Covid19 changes: No events will be hosted in the new building until phase 4 of the Scottish Govt. routemap.*

- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?  
**Students have been involved in the design and development of the Centre from the beginning, and have been consulted at each stage in the process. In addition, students are regularly invited to provide feedback on all aspects of the Service, including the premises in which we operate. This can be done by using an online form, completing an evaluation questionnaire or directly via 1:1 contact by phone, email or face-to-face meeting.**
- 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:  
**It is not envisaged that this change should result in any form of prohibited conduct for the reasons stated within this document. All staff involved in managing this Service move have made every effort to ensure that the new premises will be as accessible as possible and ensure prohibited conduct does not occur.**

#### 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. **There is no evidence of discrimination and all reasonable opportunities to advance equality and foster good relations have been taken, subject to continuing monitoring and review, as detailed in above.**

~~**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/or justified~~

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

#### 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).

Throughout the first year of activity in the new location, following the move in late August 2020, Services will collect, collate and monitor all feedback received on the provision in the new premises. This will be done via both ad hoc and more formal mechanisms, and will garner information from both student users and staff working in the Health and Wellbeing Centre.

2. When will the policy/practice next be reviewed? **August 2021 or when any comments or feedback related to any of the nine protected characteristics are received.**

**H. Publication of EqIA**

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

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)): **Jan Gardiner (Assistant Director: Development), Rebecca Shade (Policy & Project Officer- Student Experience)**

Accepted by (name): **Andy Shanks (Director of Student Wellbeing)**

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

Date: 4 August 2020

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