



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):

Graduate Career Advantage Scotland (GCAS)

This is a Scottish Government funded project based at the University of Edinburgh. It aims to provide careers support and internships to graduates from across Scotland, our target is to engage 500 graduates. 300 graduates will take on paid internships and 200 graduates will have access to tailored support. In Year 2 (2022-23), the same targets will apply.

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

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

C. Person responsible for the policy area or practice:

Name: Kirsten Roche

Job title: Careers and Employability Lead (Graduates)

School/service/unit: Careers Service

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
- 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 - **YES** – Due to external funding requirements (Scot Gov; Young Person's Guarantee (YPG)) the programme will be targeted at 16–29-year-olds.

- Disability – **YES** – this group will be targeted for tailored support where needed – Graduate Outcomes data suggests graduates with disabilities consistently face barriers to employment
- race (including ethnicity and nationality) – **YES** – this group will be targeted for tailored support where needed – Graduate Outcomes data suggests graduates from varied ethnic groups consistently face barriers to employment
- religion or belief
- Sex - Requesting this information from candidates for reporting purposes
- sexual orientation
- gender reassignment
- pregnancy and maternity
- marriage or civil partnership¹

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups: Historic - Destination of Leavers of Higher Education (DLHE), Current – Graduate Outcomes Survey that covers all universities in the UK; Scottish Government reporting regarding the funding allocation for this programme
- Any gaps in evidence/insufficient information to properly assess the policy, and how this will be addressed: We will be led by government policy across Scotland and collaborate with partners in Scottish Government and universities around the country to ensure our skills and expertise remain up to date – we will consistently review and adapt to changes in legislation and through feedback and best practice.
- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups: All equality groups are being targeted and can apply to the programme, this will help to break down barriers previously mentioned in the identified data sources. All participants can opt-out at any time. We will prepare a code of conduct which asks employers to commit to certain behaviours and support and development for their graduate, including implementing reasonable adjustments relevant to the graduate's protected characteristics. Staff in the GCAS team have completed relevant training from partner institutions, e.g., the University of Edinburgh's Unconscious Bias training, and will support partners and employers to uphold the recommendations and best practice taught in relevant courses.
- If the policy/practice contributes to advancing equality of opportunity² **YES**
- If there is an opportunity in applying this policy/practice to foster good relations: Yes, this is a partnership programme which works collaboratively with Scottish Government, YPG, Scottish Funding Council (SFC), Skills Development Scotland (SDS), and all Scottish universities to actively engage unemployed and underemployed graduates from these equality groups. We will also engage with employers around Scotland to foster good relationships and encourage them to consider equality and diversity in their recruitment practices.
- If the policy/practice create any barriers for any other groups? Our programme will target a wide and varied range of equality groups, including those who have been impacted by the recent pandemic and find themselves un/underemployed, which

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

enables most graduates to engage. The programme will also be targeting sectors and employers that have been impacted, to help create roles in these areas.

- How the communication of the policy/practice is made accessible to all groups, if relevant? We will host a link on our website to all relevant policies and include an explicit explanation of eligibility criteria and other relevant information in email communication to candidates and partners.
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice? Throughout the creation of the programme and its policies, the team engage with relevant partners and seek advice from internal teams (such as Widening Participation). Wording has been used from previously approved WP initiatives such as the Insights and Career Mentoring programmes, and accessibility has been adhered to via branding (I.e., colour codes, font etc). When graduates are on an internship, we will request feedback and honest thoughts at key milestones, including their thoughts on any improvements the team can make. Employers and partners will also be engaged throughout to evaluate the effectiveness of the programme and the communications.
- 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: We will be careful and considerate with communications and wording around eligibility, to ensure people feel this is an inclusive programme that respectfully engages them through them choosing to opt-in to work with the team.

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.
YES - This programme has taken into consideration elements around supporting each audience and have taken advice and guidance on board from relevant parties. We will be led by government policy across Scotland and collaborate with partners in Scottish Government and universities around the country to ensure our skills and expertise remain up to date. This is an exciting opportunity for graduates in need of support to gain access to our advice, guidance, and paid internships in a way that is created with them in the foreground.

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).

Sections as above:

- This is a partnership programme which works collaboratively with Scottish Government, YPG, Scottish Funding Council (SFC), Skills Development Scotland

(SDS), and all Scottish universities to actively engage unemployed and underemployed graduates from these equality groups. We will also engage with employers around Scotland to foster good relationships and encourage them to consider equality and diversity in their recruitment practices.

- Throughout the creation of the programme and its policies, the team engage with relevant partners and seek advice from internal teams (such as Widening Participation). Wording has been used from previously approved WP initiatives such as the Insights and Career Mentoring programmes, and accessibility has been adhered to via branding (i.e., colour codes, font etc). When graduates are on an internship, we will request feedback and honest thoughts at key milestones, including their thoughts on any improvements the team can make. Employers and partners will also be engaged throughout to evaluate the effectiveness of the programme and the communications.

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

- As stated in the revision timeline, this programme and the practice against the EqIA guidance has been reviewed on 1st August 2022, and there are no adjustments required to this assessment of the programme.

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)):

Accepted by (name): Kirsten Roche, Careers & Employability Lead (Graduates)
University of Edinburgh Careers Service

Date: 18/11/21

2022 revised sign-off: 01/08/2022

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