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. Practice: **Hosting UniHub/MyCareerHub on Cloud rather than UoE Server**

UniHub/MyCareeerHub is a service accessible for all current UoE students and recent graduates (up to 3 years). Data is pulled from EUCLID allowing students to access through single sign on and allowing targeted support and communications to be offered. It is used by the Careers Service, Student Disability Service and Business School to support delivery of their services. To date, it has been hosted on University servers, as with many tech enabled solutions, the majority of use is via software as service with Cloud hosting. This project will move the University of Edinburgh to a cloud hosted solution

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

- Proposed change to an existing policy/practice

C. Person responsible for the policy area or practice:

Name: Shelagh Green

Job title: Director for Careers & Employability

School/service/unit: Careers Service

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
- is relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' as set out in the Policy and Guidance)?
- It is one which interested parties could reasonably expect the University to have carried out an EqIA?

E. Equality Groups

UniHub/MyCareerHub is an externally provided software system which allows the Careers Service, Student Disability Service and Business School Student Development Team to deliver services to students (and employers in the case of the Careers Service) and to manage daily operations. It is available to all students, and therefore relevant to students

with protected characteristics and those from marginalised groups, such as low socio-economic groups.

The move to Cloud hosting will enable access to updated software releases, which have the potential to support effective and efficient service delivery, and to advance equality of opportunity.

- A key aspect of newer software is the ability to better track and report on engagement with resources and communications. Services will be better able to assess the level of engagement by different cohorts and to adapt communication to support increased engagement from marginalised groups, and those known to face barriers in accessing the labour market.
- An enhanced employer interface will make the posting of vacancies easier for employer partners increasing the number and range of vacancies available to students

Use of *Unihub/MyCareerHub* is carried out in line with service/department GDPR and Data Privacy requirements. Colleagues in IS are ensuring compliance with information security of Cloud hosting, to ensure no risk to sensitive data, e.g. related to personal characteristics.

UniHub/MyCareerHub is a platform which supports and enables engagement with the specialist student support, e.g., to book appointments, sign up for events, find jobs and internships. As such the services themselves are promoted to students rather than the platform. Services use multiple channels for this, e.g. central induction, events across campus, direct email, third party referrals. The Careers Service use *#EdInclusiveCareers* to tag events, resources and social media to promote engagement, and have introduced an EDI specific newsletter. Services collaborate with EUSA, including liberation officers and relevant student societies to inform and share developments.

Cloud hosting is now the norm for most users of this software and is being used by at least 36 universities across the UK. Feedback from colleagues indicate no problems with Cloud hosting and positive benefits from updated software.

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.

The proposed move to Cloud hosting will not have a detrimental impact on any marginalised groups or those with protected characteristics. It is anticipated to enhance the experience for all students.

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).

As part of ongoing equity and inclusion monitoring, services review and report on engagement with those with protected characteristics and/or from marginalised groups. We hope to see engagement increase from these students and will investigate further if we see any reduction.

2. When will the policy/practice next be reviewed? Spring 2023 as part of a wider review of this software provision.
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)): Lucy Everett, Gemma Cassidy, Shelagh Green Accepted by (name): Shelagh Green [This will normally be the person responsible for the policy/practice named above. If not, specify job-title/role.] Date: 18/2/2022

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