



## 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 - CCTV Policy:** This policy governs the installation and operation of CCTV on University premises including mobile, body worn and Automatic Number Plate Recognition (ANPR) systems.

**B. Reason for Equality Impact Assessment**

- 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: Nial Moffat

Job title: Security Manager

School/service/unit: Estates, Corporate Services

**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 – n/a
- Disability – n/a
- race (including ethnicity and nationality) –n/a
- religion or belief –n/a
- sex –n/a

- sexual orientation –n/a
- gender reassignment –n/a
- pregnancy and maternity –n/a
- marriage or civil partnership<sup>1</sup> -n/a

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups:  
*No information is gathered on equality groups. Our CCTV is used for review purposes in detection and prevention of crime.*
- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:  
*At this stage we have sufficient information to proceed*
- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:  
*The application of this policy does not lead to direct or indirect discrimination, harassment, victimisation, less favourable treatment for particular equality groups:*
- If the policy/practice contributes to advancing equality of opportunity<sup>2</sup>  
*Whilst the policy does not directly contribute to advancing the equality of opportunity it may assist in criminal investigations where an individual or group with protected characteristics has been targeted.*
- If there is an opportunity in applying this policy/practice to foster good relations:  
*One of the purposes of the policy is to reduce anti-social behaviour and to reassure and ensure the safety of staff, students and visitors and support the University (or authorities) in the investigation of incidents on campus.*
- If the policy/practice create any barriers for any other groups?  
*We do not envisage any group being excluded or the policy creating any barriers.*
- How the communication of the policy/practice is made accessible to all groups, if relevant?  
*The policy will be published on the university website. Signage is located in the vicinity of CCTV throughout the university. A verbal notification is provided in advance of recording by Body Worn Camera operatives in response to an incident.*
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?  
*No protected characteristic groups have been identified that will be impacted. Consultation was taken with HR, Unions, H&S, ACE and other interested groups.*
- 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 identified as stated above*

<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.

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

## 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.

## 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).

*Estates will regularly monitor all feedback positive and negative related to the 9 protected characteristics and act accordingly. This will continue to be reviewed alongside any technological advances.*

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

*The next planned review 2024 however this may be carried out sooner in response to technology advancement, changes in legislation or in response to feedback.*

## H. Publication of EqIA

Can this EqIA be published in full, now? Yes/No (Not until approved)

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

Once approved by university executive

## I. Sign-off

EqIA undertaken by  
James Broomfield – Security Operations Manager,  
Hannah King – Policy and Governance Manager,  
Kristina Brown – Records and Information Manager,

Accepted by (name): N Moffat

Date:

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