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): **Reduction of Saturday opening at Noreen and Kenneth Murray Library in summer vacation**
B. Reason for Equality Impact Asessment (delete as applicable): • Proposed change to an existing policy/practice
C. Person responsible for the policy area or practice: Name: **Pam Clouston** Job title: **IS Helpdesk Manager (Sites)** School/service/unit: **Information Services**
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 **No** • 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? (delete any that are not relevant): • Age • Disability • race (including ethnicity and nationality) • religion or belief • sex • sexual orientation • gender reassignment

- pregnancy and maternity
- marriage or civil partnership[1]

Policy applies to all groups of students, staff and visitors, and so could include any or all equality groups. But in particular, disability, in terms of availability of accessible study space on the KB campus at this time.

Add notes against the following statements where applicable/relevant:

- On any available information about the needs of relevant equality groups:
- **Disabled users requiring study space on Saturdays in vacation need accessible space with appropriate kit and egress.**
- **This can be mitigated by accessible study provision being provided in the Main Library and when the new Mary Bruck building opens in August. The Main Library, George Square is open for longer than the time which the Noreen and Kenneth Murray Library was originally open on summer vacation Saturdays**

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:
- **The evidence we have used to determine this change, is the very low numbers of users at this time. We shall monitor user feedback, to determine if a negative impact has been perceived. We have consulted with the IS Disability Information Officer.**

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:
  We do not believe that this change will result in any form of prohibited conduct for any group. Steps have been put in place to ensure none are disadvantaged this has included the provision of accessible space within the Main Library and within the new Mary Bruck Building on the Kings Building Campus.

- If the policy/practice contributes to advancing equality of opportunity[2]
  Although this policy does not advance equality of opportunity steps have been taken to ensure no disadvantage for any protected characteristic or any form of prohibited conduct.

- If there is an opportunity in applying this policy/practice to foster good relations:
  It is hoped that by showing that the University has considered the potential impact on users especially with regards to disability it will demonstrate the commitment the University places on equality and diversity and ensuring equality of opportunity for all.

- If the policy/practice create any barriers for any other groups?
  We do not believe this practice will create any barriers for any groups as in August the Mary Bruck building will open which has accessible study space and general ground floor study space and all users can access the Main Library at these times which has assisted egress from all floors at all times the building is open and provision of assistive technology for those who require it.

- How the communication of the policy/practice is made accessible to all groups, if relevant?
- **Information will be made available on appropriate web pages, on notices, and**

---

[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

on the student portal. All information 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?
- **Feedback from students or other users will be monitored to determine any problems, Student Disability Services and the IS Disability Information Officer were consulted for their advice.**

- 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:
- **To ensure no prohibited conduct and to promote good relations alternative study space within the Main Library and when the Mary Bruck building opens has been secured to ensure no disruption in service offered to students.**

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. (Delete the options that do not apply):
Option 1: No change required – the assessment is that the policy/practice is/will be robust.

For the reasons stated in the sections above.

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).
   - **By gathering and analysing user feedback**
   - **By advising users of alternative accessible study space at the Main Library and the opening of the Mary Bruck building. .**

2. When will the policy/practice next be reviewed?
   - **When the policy is next changed or we receive any positive or negative feedback relates to any of the 9 protected characteristics.**

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 **Pam Clouston, IS Helpdesk Manager (Sites)**

Accepted by (name): **Barry Croucher, Head of IS Help Services**
[This will normally be the person responsible for the policy/practice named above. If not, specify job-title/role.]

Date: **17 June 2015**

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