



## Equality Impact Assessment Template

Before carrying out EqlA, you should familiarise yourself with the University's EqlA Policy Statement and Guidance and Checklist Notes, and undertake our online training on Equality and Diversity and EqlA. 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)

EqlA 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):**

**PROPOSED RESTRUCTURING OF SRS BIODIVERSITY TEAM**

**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
- Other (please state):

Team restructure

The restructure proposes reshaping the biodiversity team by changing the job description and line management for one position. This restructure will see the objectives split more clearly between the team's positions and more focused roles overall. This will demonstrate a positive impact on the team and result in increased resources to deliver the University's biodiversity commitments.

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

Name: Iwona Cameron

Job title: Senior Climate Biodiversity and Sustainability Manager

School/service/unit: Department for Social Responsibility and Sustainability

**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)?
- It is one which interested parties could reasonably expect the University to have carried out an EqlA?

**E. Equality Groups**

To which equality groups is the policy/practice relevant and why? (add notes against the following applicable equality group/s)

- Age

Neutral impact: All staff will be treated fairly regardless of age.

- Disability

Unknown impact: Employee data does not identify any specific disability characteristics for any of these individuals. However, if someone declares a disability at any point during the restructuring process, reasonable adjustments will be made.

- race (including ethnicity and nationality)

Unclear impact: We have insufficient information to analyse this impact at the team level; however, all staff will be treated equally regardless of race or ethnicity.

- religion or belief

Unclear impact: We have insufficient to analyse this impact at the team level. However, all employees will be treated equally regardless of religion or belief.

- Sex

Biodiversity Team

Female:3

Male: 1

Neutral impact: Although the team consists of more females, the restructuring process will only directly impact two female employees. All staff will be treated equally regardless of sex.

- sexual orientation

Unclear impact: We have insufficient data to analyse this at this time; however, all employees will be treated equally regardless of sexual orientation.

- gender reassignment

No information has been declared, so we are not able to analyse whether there would be an impact at this present time. However, all employees will be treated equally regardless of their gender identity.

- pregnancy and maternity

Neutral impact: Currently, there are no staff on maternity, paternity, or adoption leave.

- marriage or civil partnership<sup>1</sup>

No impacts have been identified to date.

Add notes against the following applicable statements:

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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.

- On any available information about the needs of relevant equality groups:
- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:

Data gaps have been identified as above. However, the small size of the biodiversity might impact any strategies to improve the data gathering. Team management will gather feedback on equality impacts through 1:1s with individuals as and when disclosed.

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups:

The assessment undertaken does not show any potential for discrimination for particular equality groups.

- If the policy/practice contributes to advancing equality of opportunity<sup>2</sup>

Through this restructuring process, it is possible that staff (including those within equality groups) will gain greater clarity and, therefore, job satisfaction.

- If there is an opportunity in applying this policy/practice to foster good relations:

N/A

- If the policy/practice create any barriers for any other groups?

The restructuring process does not create any barriers for any other groups.

- How the communication of the policy/practice is made accessible to all groups, if relevant?

There has been ongoing communication about the proposed team restructuring.

- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?

Relevant internal groups and individuals are invited to share their views about the restructuring.

- 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:

N/A

## 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.

**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.~~

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

**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 the findings of this EqlA and how the policy or practice will be monitored in relation to its equality impact (or note where this is specified above).

The proposed restructuring has been communicated to the biodiversity team through several emails and in meetings over a twelve-month period. The line management will review the feedback obtained on an ongoing basis.

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

N/A

#### **H. Publication of EqlA**

Can this EqlA be published in full, now? No

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

After any proposed changes are completed or rejected.

#### **I. Sign-off**

EqlA undertaken by (name(s) and job title(s)): Iwona Cameron (Senior Climate, Biodiversity and Sustainability Manager)

Accepted by (name): Scott Davidson (Deputy Director SRS & Head of Sustainability)

Date: 03/06/2024

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