



## 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 (name or brief description): Sport & Exercise Gym Membership Terms and Conditions and Code of Conduct

<https://www.ed.ac.uk/sport-exercise/about/terms-and-conditions/membership-terms-and-conditions>

<https://www.ed.ac.uk/sport-exercise/about/terms-and-conditions/code-of-conduct>

**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: Steven Guthrie

Job title: Head of Communications, Marketing and Membership

School/service/unit: Sport & Exercise

**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 EqIA?

**E.** Equality Groups

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

[Our membership terms and conditions and code of conduct apply to all members, no matter their characteristics. We have built in clauses to help ensure that we are open to everybody](#)

- Age

We do not offer memberships to those aged under 16. However this is because our gym facilities are an adult setting with limited staff supervision. Our facilities are utilised by u16s in organised groups/bookings and where supervised by our staff, these staff members are required to be PVG checked. We do offer the opportunity for u16s to attend the gym on a pay as you go basis (when this facility is on offer. This depends on user demand/capacity limits) but they must be supervised by an adult over 18.

- Disability

We offer the opportunity to cancel / suspend a membership if personal circumstances make it difficult or impossible to use the facilities. This clause gives protection to those who are / or become disabled so they are not penalised financially by being unable to use facilities permanently or for a period of time

- race (including ethnicity and nationality) / Sex / Sexual Orientation / religion or belief

No specific relevance noted although our code of conduct is clear that members/users must not Harass, victimise or discriminate against any Person on grounds of age, disability, race, ethnic or national origin, religion or beliefs, sex, sexual orientation, gender reassignment, pregnancy, maternity, marriage or civil partnership, colour or socio-economic background.

- gender reassignment

we follow the University Trans Equality Policy - <https://www.ed.ac.uk/sport-exercise/about/open-to-everybody> and our code of conduct is clear that members/users must not Harass, victimise or discriminate against any Person on grounds of age, disability, race, ethnic or national origin, religion or beliefs, sex, sexual orientation, gender reassignment, pregnancy, maternity, marriage or civil partnership, colour or socio-economic background

- pregnancy and maternity

We offer the opportunity to cancel / suspend a membership if personal circumstances make it difficult or impossible to use the facilities. This clause gives protection to those who are pregnant on maternity so they are not penalised financially by being unable to use facilities permanently or for a period of time

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

No impact noted

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups:

Management information data

Numerical staff and student profile data

Feedback received from members – gathered through ongoing feedback campaigns

---

<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.

- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed:

No gaps identified

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

No discrimination identified

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

Membership is open to everybody and our code of conduct is designed to support our committed to providing an inclusive and welcoming community environment for all.

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

Provides an opportunity for all individuals and groups to join our membership community

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

No barriers identified

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

Policy is available on the Sport & Exercise website and all members must agree to the terms and conditions before they sign up for a membership

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

Currently reviewed by Sport & Exercise Membership Forum group (made up of representatives from across staff team. Potential to involve groups from around the University (eg staff pride/disability) networks as part of the review going forward,.

- 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:

Provides an opportunity for all individuals and groups to join our membership community

## 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.~~

~~Option 3: Continue the policy or practice despite the potential for adverse impact, and which can be mitigated/or justified~~

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

**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).

Any feedback provided discussed at Monthly Membership Forum Meeting. Review code of conduct and terms and conditions with different groups from across the University.

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

Policy will be reviewed in March 24

**H. Publication of EqIA**

Can this EqIA be published in full, now? **Yes/No**

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)): **Steven Guthrie, Head of Communication, Marketing and Membership**

Accepted by (name): **Steven Guthrie, Head of Communication, Marketing and Membership**  
[This will normally be the person responsible for the policy/practice named above. If not, specify job-title/role.]

Date: **02/05/23**

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