

Equality Impact Assessment at LJMU

Impact assessment is a thorough and systematic analysis of a policy, project or strategy to find out their impact, either positive or negative on particular group or groups.

In compliance with legislation, we are required to carry out Equality Impact Assessment of all our policies, processes, procedures and practices. It is a legal requirement for organisations to conduct an EIA on the grounds of race, disability and gender. In anticipation of further legislative changes, the University will be implementing the process to cover all the other strands of equality i.e. sexual orientation, age, religion and/or belief.

Equality Impact Assessment is a way of determining or knowing if a process, practice or procedure, will directly or indirectly have adverse or differential impact on any one based on race, gender, disability, sexual orientation, religion or belief and age.

We are therefore conducting systematic analysis of the impact of all our current, intended or draft policies, processes, procedures and practices to ensure that they do not have any negative, adverse or detrimental effect on anyone or group (s).

Aims of an Equality Impact Assessment

- To ensure every group within the University community receive fair and equal treatment
- To promote fairness for all
- To ensure discrimination does not take place as a result of our policies and procedures
- To ensure we promote good relations between people from different groups

When do we need to conduct an Equality Impact Assessment?

- When we are introducing a new policy, strategy or project,
- When we intend to revise an existing policy, strategy or project, or criterion

LJMU's Equality Impact Assessment (EIA) Approach

The equality impact assessment process in the University commenced with Human Resources policies, policies within the Staff Development Department and our Research Assessment Exercise activities (RAE). On completion of the process in these areas, we will have covered policies and procedures relating to staff. We will then rollout the assessment process across our various faculties by working with faculty representatives.

To effectively carry out the exercise, it was necessary to put in place a consultation process. We constituted an Equality Impact Assessment Working Group (EIAWG) involving people within the University community to assist with carrying out the process. The group consists of members of the various staff equality and diversity networks within the University and representative from the trade union. The members of the working group covered the six strands of equality and, apart from having genuine interest in equality and diversity activities; they are well informed about equality and diversity issues.

The EIAWG were trained on how to carry out an equality impact assessment. Once trained the working group met once every month to impact assess the Human Resources policies. Both the Equality and Diversity Adviser and the Equality and Diversity Assistant were present at every meeting to provide support to the working group if required.

Prior to each meeting, the working group decided the policies they would be considering to give members the opportunity of reviewing the policies before each meeting. The EIAWG also determine which external organisation (s) or individuals to consult with regard to the policies. These are organisations or individuals that would be able to advise on the policy been assessed.

At each meeting, the agreed policy was considered and the thinking or reason(s) behind it thoroughly scrutinised. Available data was considered as part of the process. Various questions were put forward to the staff present from the department responsible for the policy. The EIAWG also ascertained if any equality and diversity group could be discriminated against by the way the policy was written and worded.

At the end of the initial screening exercise of the policies, the EIAWG presented its findings to the Human Resources Manager (Policy, Equality and HR Systems).