



Equality Impact Assessment (EIA).

As part of the University's commitments in relation to the Equality Act 2010, we are legally bound to show "due regard" to the aims of the Public Sector Equality Duty (PSED) when making decisions and setting policies. This duty focuses on the need to pay due regard to:

- Eliminate discrimination, harassment and victimization
- Advance equality of opportunity between different groups, and
- Foster good relations between different groups.

It is therefore essential that consideration is given to the 9 protected characteristics identified in the Equality Act 2010 in regards to any change, with positive and negative impact identified. Change in this context refers to, but is not limited to the following: strategy development; projects and plans; initiatives, policy and procedure creation or amendment; restructure. Evidence of consideration should be logged accordingly, to be referred to in response to any potential legal challenge, whereby the university would be expected to justify their actions and decisions.

An Equality Impact Assessment (EIA) is a process designed to ensure that policies, practices and initiatives are fair, meet the needs of our staff and students and that they do not unlawfully discriminate against any protected characteristic.

An EIA should form part of any decision-making process and not be seen as an add-on at the final stage. Assessing impact early avoids wasted time and resource, as changes and mitigations can be applied at the outset of the journey, using reliable data and/or engagement with key groups to inform and guide the change. The Equality and Human Rights Commission (EHRC) are clear that engagement should be proportionate and relevant to the size of the organisation and the significance of decision.

It is imperative that the EIA is completed by the lead colleague responsible for the change in the university, to draw on their specialist knowledge and take ownership from the moment of conception, to the final decision and in regards to future monitoring. Further development will be required to record and measure original expectation, alongside possible further equality action.

The form on page 2 will enable you to reflect on the proposed change and assess the potential positive and negative impact from an equalities perspective on our university community.

Title of EIA:	Adoption and implementation of the Invisible Disabilities Sunflower Scheme
Lead colleague and contact details:	Caroline Briggs

Step 1: Identify the proposed change e.g. strategy development; projects and plans; initiatives, policy and procedure creation or amendment; restructure

To implement the Sunflower Scheme, membership level 'Standard'. To provide all staff with online training opportunities and those with a hidden disability the option to wear a Sunflower Lanyard. Raising the awareness of hidden disabilities and also highlighting positive role models for students and colleagues who may have a hidden disability. The Hidden disabilities will be staff facing in the first instance with an evaluation taking place to consider student implementation in the future.

Step 2: Please reference sources of data/information, consultation, or individuals/groups you have identified to explore equalities impact

- Disability and Neurodivergent Staff Network (DANN) The suggestion for implementation came from the DANN Staff Network. The opportunity to provide high quality staff training materials, Hidden disability information posters and other social media marketing materials and the opportunity to raise the profile of those with a Hidden Disability across the University.
- Organisational Development (HR) Have offered support in disseminating the training materials via their training Hub
- Disability Team: The Disability team have been positive about the scheme from the start of this process and would like Students to be included in the scheme. Some colleagues have been concerned about student vulnerability and potentially being bullied.
- Student Services: Are keen to be involved in the process and are willing to provide support and display information where needed.
- Marketing: Would like the professional materials and information for the social media
- Hidden Disabilities Sunflower Scheme: Communicated with regarding engaging with the 'Standard Tier' and also providing the lanyards to staff only. They responded to positively and said we do not have to appear on the student provider website, but would like us to consider it for the future.

Step 3: Assessing the change in relation to potential impact on the universities diverse community

	Acknowledge Potential Positive, Negative or Neutral Impact on	Action Plan: how will you mitigate or remove the potential negative impact and maximize the potential positive impact?
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	Groups (please include relevant data if possible)	Action required	Person responsible	Target date	Progress to date
Age (consider older people, younger people, early-career researchers etc.)	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone, particularly those belonging to other minority groups. It also worth highlighting the probability of intersectionality 1 person in 8 has a hidden disability.		Jan 2024	
Disability (including mental health and non-visible disability)	Potential Negative & Potential Positive Consider negativity to lanyards being worn. Being singled out or treated differently as a result of the self-identification. Victimisation could be a concern if not managed well.	This is an opportunity to educate colleagues and students about hidden disabilities and why it is important to be seen and valued in society. A negative perspective will continue to exist without education and those with hidden disabilities will continue to experience negativity. The University has a robust process for grievances and complaints. Which would feed into the yearly impact and monitoring report. Also ask the question around negativity in the feedback survey as part of the monitoring process. This is a cultural change that the organisation is actively supporting and any discriminatory language or behaviors will be responded to.	DANN – Caroline Briggs	Jan 2024	

		<p>The lanyards are an opportunity to raise awareness of how many hidden disabilities exist within the university and also the positive attributes these people bring to the organisation.</p> <p>By exploring the scheme with staff first we hope to reduce the possibility of isolation, bullying or victimization. People in positions of influence will champion the wearing of the lanyards reducing stigma and increasing positivity around difference. The university also has processes in place to deal with any issues of bullying. There will be a request for any hidden disability grievances to be recorded to support the lanyard evaluation process.</p> <p>Impact of the Resources, how do we know if staff are accessing the support materials/webinars: As part of the yearly evaluation and report we will record the page visits for training, linked sessions to celebration days or months and attendance at planned formal CPD sessions.</p>			
Gender reassignment	Potential Positive	Continuing to develop a positive culture towards the acceptance of		Jan 2024	

(including Trans and non-binary people, gender identity and gender expression)		difference helps everyone, particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.			
Marriage and civil partnership	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone, particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.		Jan 2024	
Pregnancy and maternity (including adoption)	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone, particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.		Jan 2024	
Race	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone, particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.		Jan 2024	
Religion and belief (including	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone,		Jan 2024	

those without religion or belief)		particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.			
Sex	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone, particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.		Jan 2024	
Sexual orientation	Potential Positive	Continuing to develop a positive culture towards the acceptance of difference helps everyone, particularly those belonging to other minority groups. It also worth highlight the high probability of intersectionality 1 person in 8 has a hidden disability.		Jan 2024	
Other International					

<p>Step 4: Next steps. Please consider:</p> <ul style="list-style-type: none"> - Is further monitoring/engagement required? - How will you measure mitigation in regards to potential negative impact? - How will you measure maximizing potential positive impact? - When will you review this EIA?
<ul style="list-style-type: none"> • Request access to University records of incidents / grievances / complaints linked to Hidden disabilities to be included in the Monitoring and Impact Report

- Distribute survey of stakeholders requesting feedback on their experience of the scheme. Themes to be included in the Monitoring and Impact Report
- Record how many lanyards have been distributed and where from
- Identify number of page views for Hidden Disabilities training webinar.
- Record the locations and number of raising awareness articles are posted during the year
- The review will be collaborative and carried out in Jan 2025, led by the DANN Staff Network
- EDIW Committee will receive the Hidden Disabilities Monitoring and Impact report
- The EIA will be reviewed in Aug 2025

Step 5: Final review. Please confirm the lead colleague has reviewed this EIA and is satisfied it can be considered for final consultation/sign-off.

Name:	Caroline Briggs:	Date:	14/9/23
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Step 6: Institutional approval confirming that this EIA is satisfactory in terms of analysis, consultation and mitigation, acknowledging that future monitoring and review will be undertaken to assess actual impact.

Chair of Committee/Director of Institute/Head of Service:	EDIW Monitoring Group
Date:	05/10/23