

GSA SUMMARY REPORT OF EQUALITY CONSIDERATION AND ASSESSMENT OF EQUALITY IMPACT

| | | |
|---|--|-------------------------------------|
| Date of Assessment: | December 2013 | |
| School / Department: | Student Support and Development / Development Services | |
| Lead member of staff: | Graeme Fraser / Ellen McAteer | |
| Location of impact assessment documentation (contact or web link): | g.fraser@gsa.ac.uk | |
| Area of decision making / Title of policy, procedure or relevant practice: | GSA Scholarships | |
| Please indicate if this is: | New: | <input type="checkbox"/> |
| | Existing/Reviewed: | <input checked="" type="checkbox"/> |
| | Revised/Updated: | <input type="checkbox"/> |
| <p>Summary of how equality, diversity and participation have been considered and due regard given to the Public Sector Equality Duty (PSED):</p> <p>The Equality Impact Assessment (EIA) of the scholarship programme was undertaken by the Student Welfare Service and Development Office with input from the Finance Office. Through initial discussions it became apparent that there are a number of facets to the scholarships programme which may need to be considered separately in terms of Equality Impact Assessment. A decision was taken to separate the fundraising process from the awarding process.</p> <p>The rationale of our scholarships and the various procedures involved were considered. A number of key documents were generated to assist our discussions and to enable a thorough examination of the scholarship programme and its impact on equality.</p> <p>A range of evidence was considered and equality statistical data was generated. Equality Impact Assessment Flowcharts of the Scholarships Awarding Process and the Fundraising Process were created alongside a document examining the Rationale and Criteria of our current Scholarships. These documents enabled us to consider the equality implications in the scholarship strategy, procedures and practice. Positive and negative impacts of the scholarship programme were examined and the potential for the scholarship programme to advance equality of opportunity and foster good relations considered.</p> | | |
| <p>Evidence used to make your assessment:</p> <p>The following evidence was used as part of the impact assessment:</p> <ul style="list-style-type: none"> • Scholarship Applications and Awards Equality Statistics • Scholarships Competitor Analysis • Access Scholarship Fundraising Leaflet • Scholarship Application & Student Guides (available on the GSA webpage) • Scholarships Offered and Awarded Master Spreadsheets • Scholarship Committee Meetings Minutes and Feedback • Scholarship recipients Trustee Reports • Development Office – Scholarships Proposal 2010 • Equality Challenge Unit Resources (available on ECU webpage): <ul style="list-style-type: none"> ○ The Public Sector Equality Duty: Implications for Colleges & HEIS ○ The Equality Act 2010: Positive Action through Bursaries, Scholarships & Prizes | | |
| <p>Outline of any positive or negative impacts you have identified:</p> <p>See action plan below</p> | | |

Summary of the actions you have taken or plan to take as a result:

(Please attach your action plan)

| Negative Impacts | Actions |
|---|---|
| Risk of excluding students with protected characteristics as eligibility for certain scholarships are predetermined by the donor/funder (e.g. residency eligibility rules). | <ul style="list-style-type: none"> • Ensure that all students are eligible to apply to the scholarship programme • Discriminatory nature (e.g. residency rules or specified subjects) of certain scholarships analysed, clear rationale demonstrated and public sector equality duty observed. • No new donor is permitted to impose eligibility criteria on their scholarship • Alternative funding sources to continue to be investigated |
| Potential bias in awarding process due to lack of diversity in the membership of the Scholarship Committee | <ul style="list-style-type: none"> • Equality and Diversity briefing provided to all Committee members • Committee membership reviewed with new members sought |
| Risk of unintentional exclusion through perceptions fed by marketing materials | <ul style="list-style-type: none"> • All marketing materials (both fundraising and scholarship promotion) reviewed and enhanced annually |
| Positive Impacts | Actions |
| Equality of opportunity advanced for those with a protected characteristic | <ul style="list-style-type: none"> • Direct marketing of scholarships to students with protected characteristics to increase the positive impact |
| Potential to minimise financial disadvantages suffered by students due to their protected characteristic | |
| Potential to increase the number of students with protected characteristics | <ul style="list-style-type: none"> • Annual review of scholarships will gather data on the number of students with PCs awarded a scholarship and the impact this award has had on participation/retention |

Summary of what you anticipate will change as a result of your actions and where / when will these be reported and reviewed:

The actions summarised above will enhance the scholarship programme to ensure it continues to have a positive impact on the GSA students in most need. This EIA of the scholarship programme has confirmed and will ensure that the funding and awarding processes do not involve unlawful discrimination, harassment, victimization or other conduct prohibited by the Equality Act 2010. The scholarship programme continues to advance equality of opportunity between students from different groups, and has the potential to remove or minimise disadvantages suffered by students due to their protected characteristics and encourage increased participation levels of students with protected characteristics.

The scholarship programme is reviewed annually by Student Welfare at the end of term one. Equality Impact Assessment has been mainstreamed into the review and monitoring process with an equality perspective fully integrated into all organisational functions and all levels of activity. The results of the scholarship programme review, and the impact of any changes made, will be reported in the appropriate departmental review reports.

State how these changes will contribute to the delivery of GSA's equality outcomes:

The scholarship programme will assist in the delivery of GSA's equality outcomes by contributing to an organisational culture where difference is celebrated and supported and where equality of opportunity is promoted. The scholarship programme has the potential to specifically assist in the delivery of Equality Outcome 8 by reducing the potential financial barriers faced by black and minority ethnic groups

The outcome of your assessment:

- No action – no potential adverse impact
- Amendments or changes to remove barriers / promote positive impact
- Proceed with awareness of adverse impact

Sign-off, authorisation and publishing:**Review Lead**

| | |
|-----------|-----------------|
| Name | Graeme Fraser |
| Position | Welfare Adviser |
| Signature | Graeme Fraser |
| Date | April 2015 |

Executive Lead

| | |
|-----------|------------------|
| Name | Craig Williamson |
| Position | Registrar |
| Signature | Craig Williamson |
| Date | April 2015 |

Equality Lead (Head of Student Support and Development)

| | |
|-----------|--------------|
| Name | Jill Hammond |
| Signature | Jill Hammond |
| Date | April 2015 |