

Equality analysis – At a glance

Note: 'Policy' is used as shorthand for what needs to be analysed – it is everything we do whether formal or informal.

What is an equality analysis?

Equality analysis is a way of considering the effect on different groups protected from discrimination by the Equality Act 2010 such as people of different ages. Equality analysis is an integral part of policy development. It needs to be integrated into day-to-day policy-making, business planning and decision-making processes. Remember that equality analysis is not simply about identifying and removing negative effects or discrimination, but it is also an opportunity to identify ways to advance equality of opportunity and to foster good relations.

Other ways of thinking of equality analysis.

- Equality MOT – the examination of each individual process adding to a collective assessment of the performance of the whole.
- Health and safety analogy – similar to risk assessment.
- Business case – they are mechanisms for raising standards – thus retaining both employees and students.
- Long-term cultural change – promotes a more inclusive culture in the institution in the long term

What's the point of equality analysis?

The point is to find things to improve on.

Who should undertake equality analysis?

The person who is making the decision or advising the decision-maker about a policy, with appropriate assistance and support.

When should equality analysis take place?

Early enough to stop bad policy being made, but late enough for a considered judgement to be reached.

Who should I engage with?

Appropriate protected groups individuals/organisations.

What are the steps involved in equality analysis?

- Identify who is responsible for the analysis
- Establish relevance
- Scope
- Analysis data/information
- Make a decision and publish

What to do with the findings of your analysis

Having considered the potential or actual effect of the policy on equality, you should be in a position to make an informed judgement about what should be done with your policy. There are four main steps that you can take:

- no major change
- adjust the policy
- continue the policy
- stop and remove the policy

Where should I publish the results?

On the web and as many other mediums as possible to help raise the profile of work being done on equality and diversity.

How do I monitor the revised policy?

As part of our institutional cycle of review.

Where do I get further information?

Contact: Equality and Diversity Service email equalities@bucks.ac.uk or visit our web pages.

Can training sessions be arranged?

Yes, contact The Equality and Diversity Manager - email equalities@bucks.ac.uk