

# Equality analysis form

## 1. Name of the activity (strategy, policy or practice etc)

Academic Partnerships Project

## 2. What is the aim of the activity (objective or purpose)?

The aim of the project is to support the UWE vision – ‘to be the UK’s best Knowledge and Learning Partnership University’ and the internationalisation strategic theme by delivering four business models for all (not just international) academic partnerships in order to achieve the benefits set out below.

The anticipated benefits are:-

1. Easier access to information / tools on collaborative provision (£)
2. Increased number of partners (£)
3. Increased student numbers (£)
4. Less duplication / overlap as a result of increased understanding / cooperative working (£)
5. Reduced administrative effort (£)
6. Improved practice and satisfaction for partners
7. Increased transparency upfront (about what kind of partnerships are possible)
8. Reduced complexity in negotiations.

The objectives for the project are as follows:-

1. To deliver four business models supported by processes, guidance and templates (as set out in points 2 – 7 below)
2. To deliver a suite of administrative and legal templates to support the set of models, including an operational handbook template per model
3. To improve the collaborative handbook so that it enables self-service by faculties
4. To deliver an UWE-wide, accessible IT solution for document, information and templates storage and, workflow for partner and programme approval
5. Through processes that are co-designed, documented and understood, to:-
  - a. Support faculties to deliver programmes that are successfully and swiftly designed
  - b. Deliver efficiencies and improvements in the operation of partner and programme approvals, including QMEF
6. To agree, communicate and support the implementation of roles and responsibilities between services and faculties
7. To deliver an IT solution for the partner student record for all models.

## 3. If amending a current activity, what changes are proposed?

The AP Project will result in a number of deliverables, outlined below. The overall project will deliver a more standardised way of developing partnerships, which will enable transparency, consistency and a quicker development and implementation phase.

Given the nature of collaborative provision and academic partnerships, UWE colleagues may be expected to

work in locations not under the direct control of UWE, primarily partner institutions in the UK and Internationally. This may involve working outside of UK territory but their actions and activity is likely to be covered by the UK Equality Act. This, however, would not involve a change, with the same roles being responsible for these aspects both before and after the project is completed.

The University should also consider whether applicants to or students on programmes leading to UWE awards delivered by other institutions outside of the UK have recourse to the UK Equality Act, and if so what level and type of mitigation would need to be made by UWE.

Colleagues should also be made aware that their actions and the actions of colleagues from other institutions or organisations who are, or could be seen to be, acting on behalf of UWE could be subject to action against the University which references the Equality Act.

The AP Project, in devising processes to be used when setting up partnerships with academic institutions, may need to take more visible account of broader ethical and principles questions, including in the selection of partners.

<b>Deliverable</b>	<b>What is proposed?</b>
Business requirements: AP document storage, templates, guidance and workflow system	A variety of different resources are used by a range of individuals across the University, but also within Teams. Where appropriate, these will be consolidated into a smaller number of a single resource.
Business requirements: partner student record	Depending on the model, students at partners may receive more support from the partner and less from UWE. This may mean that a different quantity of information is retained for partner students. Data will be exchanged by the partner and UWE, subject to UK and local data protection legislation and with the agreement of students.
Annual Operating Agreement (AOA) template for model 1	Records information on programmes and partners which may be subject to changes over time.
Business models 1, 2a and 2b	Different models of collaboration, which vary with the level of responsibility that partners have for the management of programmes. Enable better shared understanding and transparency across the University.
Operational manual template for models 1	Manual of how a collaboration will operate, to be used primarily by staff at the partner so that they are aware of what needs to be carried out for the programme to run smoothly.
Standard fee for models 1 , 2a and 2b	Will enable a better understanding of how much collaborations cost, and the profitability of a potential collaboration.

Processes: partner and programme approval	Standard UWE processes for approval of institutions so that they can deliver UWE programmes, and for the approval of delivery of specific programmes by an approved institution.
Processes: operational processes	Standardised and more transparent processes.
Templates	Standard documents that are used at appropriate stages within the development and operation of a collaboration.
Launch and go-live support	Planned activity to publicise the formal introduction of new processes and documents from an agreed point of time.

#### 4. Who is responsible for developing and delivering the activity?

Project Sponsor – Paul Gough  
Project Manager – Sarah Boyd  
Process Lead – Sue Yilmaz

Follow the link to the - [Organisation Chart](#)

#### 5. What measures will be used to assess whether the activity is successful?

Assessment of the Project benefits.

6. Does the activity have a potentially adverse impact on equality groups, in terms of employment issues and/or service delivery for students and/or staff? In the table below, please give evidence to support your yes or no answers. If the answer is not known, indicate how you will source evidence.

#### **Meeting the public sector equality duty**

Please also use the table below to demonstrate whether the activity has the potential to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. Please use the 'no' column to highlight your responses.

	Yes	No	Not known
Women and men			It is not totally clear what the impact may be on any of the protected at this level of the strategy. This will become
Trans people			
Black and minority ethnic groups			

Disabled people			more meaningful once individual processes are instigated. At that stage a series of equality and diversity questions will be incorporated with the potential for further equality analysis.
Younger or older people			
People of different religion and beliefs			
Lesbian, gay, bisexual people			
Marriage and civil partnership			
Pregnancy and maternity			

The AP project will deliver a more standardised way of developing partnerships, which will enable transparency, consistency and a quicker development and implementation phase. The project itself, which is the subject of this Equality Analysis, is time and task limited, and will involve UWE staff members in activities that fall within their existing role description.

**7. Please give evidence of how you have engaged equality groups in the equality analysis process. Is further engagement required?**

Have engaged with the Project Core Group and with the University Equality and Diversity Manager. The Equality and Diversity Manager has worked and will work with the Project to identify any resources which will enable the Processes that will result from the Project to take full account of equality and diversity considerations. This Equality Analysis will be shared with Equality Groups on the University Equality and Diversity website for stakeholder engagement.

**8. What action can be taken to mitigate any potential negative impacts or address different needs? Please comment and then complete an action plan (see appendix 1).**

To encourage inclusivity and best practice a series of equality and diversity questions will be incorporated within processes that are devised as a result of the AP Project.

**Equality relevance:**

**High** ☐

**Medium** ☐

**Low** ☒

**9. Equality analysis completed by:**

Name	Darren Watson
Post title	Senior Collaborative Provision Officer (International)
Faculty / service	Corporate and Academic Services
Date	18/05/12

Please return this form to the Equality and Diversity Unit for feedback and publication.

**10. Confirmed by the Equality and Diversity Unit:**

Name	Andrew McLean	Date	03/07/12
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# Equality analysis - action plan

Appendix 1

Name of activity: Academic Partnerships Project

Plan completed by: Darren Watson

Service / faculty: CAS

Issues	Actions required	Responsible Person	Resources required	Target date	Success Indicators	What progress has been made?
Information/data required						
Consultation	Consultation of different equality groups to collate views	Andrew Mclean & Darren Watson		13/06/12	Feedback on draft Equality Analysis obtained	
Monitoring and review arrangements						
Publication						
Other actions	For equality and diversity questions to be incorporated within processes that are devised as a result of the AP Project.	Darren Watson		Ongoing	For processes devised as part of the AP Project to incorporate equality and diversity questions.	

Please return form to the Equality and Diversity Unit