

Full Equality Impact Assessment Form

Equality Relevance High ☐ Medium ☐ Low ☒

1. Name of the policy or practice?

Licensing, authenticating and providing access to Library online information resources to meet the needs of learning, teaching and research at UWE.

2. What is the aim, objective or purpose of the policy practice?

1. To review and negotiate appropriate licences for Library online information resources in support of UWE learning and teaching partnerships (negotiation to be partner wide).
2. To enable guest access to online information resources (so-called 'Walk-In' access) for members of the public for those Library online information resources that permit such usage under their licence agreements.
3. To establish sustainable systems for the ongoing management of licences for Library online information resources.
4. To establish a sustainable technical infrastructure to manage permissions and access to Library online information resources.
5. To communicate outcomes and develop clear guidance on use of Library online information resources.

3. Who is responsible for developing the policy?

Licensing project group, comprising of: Jason Briddon, Amanda Barson, Emma Delaney, Caroline Plaice, Greg Ince, Ian Collins, Jon Hallet, Graham Wyatt and Eilidh Mackay.

4. Who is responsible for implementing the policy?

UWE Library Services.

5. Who is the policy intended to benefit?

- The University of the West of England will benefit from decreased risk and uncertainty arising from a clearer understanding of compliance issues;
- The University of the West of England's working in partnership and widening participation agendas will be supported by this work, particularly in the areas of collaborative provisions, work with schools and the local community;
- The University of the West of England will gain better value for money as Library online information resources are used to a fuller potential;
- Library staff and faculty staff involved in the development of collaborative provision will benefit from greater clarity regarding access for partner institutions to Library online information resources;
- Partner institutions will benefit from reduced risk and uncertainty due to a clearer understanding of online information resource provision;
- Students at partner institutions will benefit from a clarification of which Library online information resources are available to them;
- Improved enforcement of licence agreements, benefitting publishers/suppliers;
- UWE Library Services staff will have a clearer understanding of licence agreements and user groups.

6. What is intended to be achieved by the policy?

To establish clarity regarding the licensing of Library online information resources for UWE courses delivered at affiliated partners in the UK and overseas, removing the current uncertainty.

To establish systems to ensure that access to Library online information resources for staff and students at affiliated partner institutions is in adherence with licences agreed with publishers/suppliers.

To establish a pilot guest access to online information resources service, to enable members of the public to use permitted Library online information resources for private study and research.

7. How will you know if this policy has been successful?

We will have negotiated and clarified access permission for affiliated partner institutions (negotiations will be partner wide).

We will have researched and established an appropriate system for the ongoing management of licensing information.

We will have introduced a technical infrastructure to manage permissions and access to Library online information resources for different user groups.

We will have developed clear guidance on the use of Library online information resources and communicated these to relevant parties.

We will have introduced and piloted a six-month guest access to online information resources service at Frenchay and Glenside libraries.

8. Do the following equality groups have different needs, experiences, issues and priorities in relation to the intended outcomes of this policy? Please give information/ evidence to support your answer.

	Yes	No	Not known – Do you need to generate sources of information?
Women, men, transgender people		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
Black and minority ethnic groups		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
Disabled people	The guest access service will open up previously unavailable Library online information resources to members of the public, and clarifying licence permissions		

	<p>may encourage users at partner institutions to access new resources.</p> <p>People with visual impairments may have difficulty accessing online information resources and users with dyslexia may have an inferior experience of the online information resources if inadequate contrast options are available.</p> <p>Screen reader software is available on the PCs in the libraries which can help improve the accessibility of these resources.</p>		
Younger or older people		<p>No.</p> <p>Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups.</p> <p>The guest access service will open up previously unavailable Library online information resources to members of the public.</p>	
People of different religion and beliefs		<p>No.</p> <p>Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups.</p> <p>The guest access service will open up previously unavailable Library online information resources to members of the public.</p>	
Lesbian, gay and bisexual people		<p>No.</p> <p>Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups.</p> <p>The guest access service will open up previously unavailable Library online information resources to members of the public.</p>	

9. Is there potentially adverse impact on the following equality groups as a result of this policy? Please give information/ evidence to support your answer.

	Yes	No	Not known - Do you need to
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			generate sources of information?
Women, men, transgende red people		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
Black and minority ethnic groups		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
Disabled people		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
Younger or older people		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
People of different religion and beliefs		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	
Lesbian, gay, bisexual people		No. Clarifying which Library online information resources affiliated partner institutions can access will provide clarity to all user groups. The guest access service will open up previously unavailable Library online information resources to members of the public.	

10. Is the policy designed or does it have the potential to promote equality for particular groups or good relations between groups? If so, how?

The guest access to online information resources service supports the University of the West of England's widening participation agenda as it allows different groups to access the Library online information resources, for example schools groups.

11. Do you need to carry out a formal/informal consultation internally or externally at this stage? Who you need to consult?

No.

12. What method or mechanism would be best suited for this consultation?

Not applicable.

13. What action could be taken to mitigate any negative impacts identified or is there an opportunity to take steps to address different needs or promote equality of opportunity more effectively? If yes, please comment and complete action plan.

Not applicable as no negative impacts identified.

14. Who will be responsible for monitoring the implementation of the action plan?

Not applicable.

15. Please outline how you have revised the policy (if necessary) in the light of the Equality Impact Assessment . If no change is to take place please give reasons.

No adjustments to the policy are required in light of this Equality Impact Assessment.

16. Please indicate when you think this policy/practice should be reviewed next:

February 2012 – we estimate that this will be six months after the introduction of the technical infrastructure to manage access for users at affiliated partner institutions, and the end of the six-month pilot of the guest access service.

Equality Impact assessment completed by:

Name/post title	Jason Briddon (Deputy Librarian), Greg Ince (Senior Assistant Librarian), Eilidh Mackay (Assistant Librarian)
Faculty / service	Library Services
Date	15/02/2011

Please return this form to the Equality and Diversity Unit. The equality and diversity unit will provide feedback and will publish the final document.

Confirmed by the equality and diversity unit:

Name	
Date	

Please return form to the Equality and Diversity Manager