

Equality Analysis (EA)

Estates

Strategies for maintaining accessibility during improvements to buildings and associated facilities on campus

A. Policy/practice details

1. The title of the policy being analysed.

Strategies for maintaining accessibility during improvements to buildings and associated facilities on campus

2. Please explain the main purpose of the policy being analysed.

The main purpose is to establish what approaches are being adopted across the University when Estates have been engaged to undertake improvements to our buildings

3. Who will be affected?

Principally staff, students, visitors and other interested parties

4. Aspects of the policy that particularly impact on equality and diversity.

The main aspects are building access and egress, the ability for building users to effectively utilise the internal spaces provided as well external traffic routes and toilet provision relative to the provisions made within the Equality Act 2010

B. Analysis

5. Please indicate evidence used and the process by which you have arrived at your conclusions.

The process adopted relies upon historical evidence obtained from emails, client meetings and feedback as well as analysis of 'Green Button' requests (noting that students use Moodle/Request Tracker which is then converted in to a Green Button request).

6. Risk of adverse impact on protected groups.

	High impact	Medium impact	Low impact
Age			✓
Disability	✓		
Gender			✓
Pregnancy/Maternity			✓
Race/ethnicity			✓
Religion/belief			✓
Sexual Orientation			✓
Transgender			✓
Marriage/civil partnership			✓

C. Mitigating potential adverse impact

7. Conclusions and recommendations for amendments to the policy/practice. *Please give an outline of the key actions based on any gaps, challenges, priorities and opportunities you have identified.*

Given the nature of the works undertaken within the Department of Estates we have considered the impact of new build/refurbishment works in conjunction with both planned and reactive maintenance activities.

On this basis we believe that one of the biggest issues faced by Estates in relation to this Policy (from a major refurbishment and new build perspective) is that when we as a Department are engaged/appointed we act as 'enablers' within a process that has already been started by our client (this is defined as any individual or Department/Faculty authorised by the University of Bath to secure our services.)

Consequently our input is purely one of feasibility, design, procurement and or appointment of trades or a mixture of these dependent upon the client request.

Having reviewed our processes in more detail it is apparent that we can only contribute/support proceedings once we have been appointed to undertake the works.

On this basis, once appointed we would:

- Clarify the programme and agree both the commencement and completion dates with the client.
- Discuss the specific impacts imposed by the works in relation to access and egress so that our client can in turn communicate any adverse effects accordingly.
- Where necessary we would incorporate the use of suitable and sufficient signage so that building users receive a clear and unambiguous message about access and egress relative to the works being undertaken
- In addition we would contact the various Directors of Administration, Technicians, Conferencing, Accommodation and Hospitality, Security and Corporate Comms in order for them to provide briefings to their teams and any other interested parties (such as visitors, Timetabling and visiting Lecturers etc.)
- To ensure that this message reaches as wide an audience as possible this communication would be undertaken via email and or by attendance at our fortnightly Campus Project Co-ordination meetings which run during the main project period (principally during the summer vacation).
- Notification would also be posted on to the Estates works on campus page and where necessary the main UoB website as a Campus update

With regards to our Planned Maintenance Programme it is proposed that we emulate the approach outlined above for all planned activities (as necessary).

However, given the nature of reactive maintenance works (repairs) we accept that this approach would not always be feasible. In instances where advanced warning cannot be provided our communication method would consist of verbal discussion with the parties affected ie: those within the immediate vicinity. If required this would then be followed up with a notification posted on the Estates maintenance web page – we would in turn expect the building users to take on the responsibility for communicating the outcome to other interested parties accordingly ie: people within their team, their students as well as any/all known visitors.

In instances where lifts are taken out of service (planned maintenance or otherwise) we would rely on building users to navigate their way to an alternative lift (as appropriate) using one of the lift location plaques affixed to each lift position (these are currently being produced externally and will be secured in place asap).

We have investigated the possibility of utilising wayfinding signage in the event of a lift failure but due to the many and varied routes that building users are at liberty to take in order to reach their venue we feel that this approach is not feasible; hence the introduction of the 'lift location' plaques.

In addition it is our intention to request that all contractors engaged on University activities prove that they have undertaken some form of Equality and Diversity training. Where necessary we will direct them to ConstructED who specialise in delivering this topic to contractors via web-based solutions. It should also be noted that ConstructED work closely with Constructionline who pre-qualify our contractors.

Over time it is hoped that this process will provide the University with a suitably engaged contractor framework capable of adopting a proactive approach that supports this policy.

8. Timescale for implementation of changes or introduction of new policy.

It is envisaged that the proposed changes could be introduced prior to the end of August 2013.

D. Publication

9. Final reporter: Patrick Abbott

10. Date: 22nd March 2013

11. Review date: As required but not sooner than January 2014 unless circumstances dictate otherwise.