

Equality Impact Assessment Form

Department/Section: HR & OD **Date of Assessment:** 27/03/2026

Review Due: 27/03/2027

Author/Owner: HROD Manager **Signature:** S Wilson

Date: 27/03/2026

Step 1

Aim of proposed activity/decision/new or revised policy or procedure: The CPD policy details how employees can access additional training and any conditions for doing so (eg training agreements). It is designed to ensure equitable access to training for all colleagues.	New	☐
	Revised	☒
	Existing	☐

Who will be affected? All staff	Who will be consulted? HR & OD, PLG, SLT	Evidence available: Previous CPD / training agreement data, legal good practice
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Step 2

Potential Positive/Negative/Neutral Impact Identified. P, N, N/I	Age	Disability	Gender Reassignment	Marriage/Civil Partnership*	Pregnancy and Maternity	Race	Religion or Belief	Sex	Sexual Orientation
Eliminating Discrimination.	P	P	P	P	P	P	P	P	P
Advancing Equality of Opportunity.	P	P	P	P	P	P	P	P	P
Promoting Good Relations.	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I

Step 3 Action to be taken.

The policy has been updated to clarify repayment terms, reducing the cost over time so paid training opportunities are more accessible for all staff. This also includes new processes to consider mitigating circumstances related to repayment, including those related to protected characteristics. There is also a new explanation of positive action, where training can be provided to support specific underrepresented groups.

Summary of EIA Outcome – please tick

No further action to be carried out.	☒
Amendments or changes to be made.	☐
Proceed with awareness of adverse impact.	☐
Abandon process – Stop and Rethink.	☐

Date EQIA Approved:	27/03/26	Approved by:	Ben Myles
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Please forward completed EIA forms by e-mail to
pc.equality.perth@uhi.ac.uk