



Senate **XXX** Committee

**Date**

**Title**

**Description of paper**

*(Should also explain how any proposals will contribute to one of more of the Strategy 2030 outcomes)*

1.

**Action requested / recommendation**

2.

**Background and context**

3.

**Discussion**

4.

5.

**Resource implications**

6.

**Risk management**

7.

**Responding to the Climate Emergency & Sustainable Development Goals**

8.

**Equality & diversity**

9.

**Communication, implementation and evaluation of the impact of any action agreed**

10.

**Author**

*Name*

*Date*

**Presenter**

*Name*

**Freedom of Information** *(Is the paper 'open' or 'closed')*



## **Guidance on Using Senate Committee Paper Template (*Please delete from the final version of the paper*)**

### **Description of paper**

State the purpose of the paper in clear, non-technical terms. (1 or 2 sentences)

This should include a brief explanation of how the proposals in the paper will contribute to one or more of the outcomes set out in Strategy 2030, namely:

- i) We will see our research having a greater impact as a result of partnership, international reach and investment in emergent disciplines.
- ii) The undergraduate curriculum will support breadth and choice, preparing students, graduates and alumni to make a difference in whatever they do, wherever they do it.
- iii) We will be a global leader in artificial intelligence and the use of data with integrity.
- iv) Improved digital outreach will see us enabling global participation in education.
- v) We will be leading Scotland's commitment to widening participation.
- vi) We will be a destination of choice, based on our clear "Edinburgh Offer". All of our staff and students will develop here, whether they are from Leith, Lisbon, Lahore or Lilongwe.
- vii) We will have created opportunities for partners, friends, neighbours and supporters to co-create, engage with the world and amplify our impacts.
- viii) Edinburgh will become the Data Capital of Europe. We will deliver inclusive growth, provide data skills to at least 100,000 individuals, and create new companies and solutions for global challenges.
- ix) We will have more user-friendly processes and efficient systems to support our work.
- x) We will see integrated reporting of our whole organisational impact against the United Nations Sustainable Development Goals.
- xi) We will be on track to be a Carbon-Zero University by 2040.
- xii) Multidisciplinary postgraduate education pathways will support flexible whole-life learning.
- xiii) Our estate will be fit for purpose, sustainable and accessible. We will support learning, research and collaboration with our neighbours, businesses and partners.

If the proposals outlined in the paper will not contribute to Strategy 2030 outcomes, please state: '*This paper does not contribute to the Strategy 2030 outcomes...*' and explain why eg. it is fulfilling an external regulatory requirement, or similar.

### **Action requested/Recommendation**

For discussion / approval / information; to note formally / consider the recommendations etc. (1 – 3 sentences)

### **Background and context**

Committees need to be able to understand quickly what it is they are being asked to consider, and why. This section should cover the reasons for the paper.

### **Discussion**

This is the main part of the paper – please provide sufficient detail for Committee members to understand the issues and for good decision-making. (1 - 3 pages. If there is a substantial



amount of additional information to include, consider providing this in the form of appendices.)

### Resource implications

This section should detail any resource implications associated with the paper. **This should include a thorough analysis of staff workload issues.** If appropriate, costs, and how they will be met should be outlined. The expectation is that costs will be met from within existing budgets, and approval from the relevant budget holder should be sought. If an application for funding will be submitted to the Planning Round, this should be stated here.

### Risk Management

Key risks and mitigating measures associated with the paper should be outlined here. You may wish to reference the [University's Statement of Risk Policy and Risk Appetite](#).

### Responding to the Climate Emergency and Sustainable Development Goals

This section is provided to allow the articulation of intended contributions to the United Nations Sustainable Development Goals. The most likely appropriate SDGs are listed below, with the full seventeen goals listed here:

<https://www.un.org/sustainabledevelopment/sustainable-development-goals/>

Please state which SDGs are relevant, and then provide supporting information to justify the contribution of the paper towards these.

If the paper does not contribute to the SDGs, please state: '*This paper does not contribute to the SDGs...*' and explain why eg. it is fulfilling an external regulatory requirement, or similar.

If the proposals outlined in the paper would hinder the achievement of any SDG or would exacerbate the Climate Emergency, please state this and set out any mitigating actions that would minimise or counter-balance the effect.



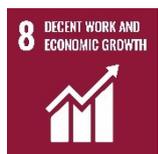
*Ensure healthy lives and promote well-being for all at all ages*



*Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all*



*Achieve gender equality and empower all women and girls*



*Promote inclusive and sustainable economic growth, employment and decent work for all*



*Build resilient infrastructure, promote sustainable industrialization and foster innovation*



*Reduce inequality within and among countries*



*Make cities inclusive, safe, resilient and sustainable*



*Ensure sustainable consumption and production patterns*



*Take urgent action to combat climate change and its impacts*

### **Equality & Diversity**

The University is required by law (Equality Act 2010 and supporting Regulations) to give due consideration to equality and diversity. If proposing new or revised policies or practices, these also require an [Equality Impact Assessment](#) (EIA). Please detail whether equality and diversity has been considered, whether an EIA is required, and any major equality impacts.

### **Communication, implementation and evaluation of the impact of any action agreed**

Please summarise how any action to be taken as a result of the paper will be communicated and implemented eg. who will be responsible for overseeing the implementation? Where possible, please also provide details of the ways in which the impact of any action taken will be evaluated and reported.

### **Freedom of Information**

This section should specify whether the paper is **open** or **closed**. Wherever possible, papers should be open. If closed, please detail which exclusion this falls under. Further guidance is available on the Records Management website: <http://www.ed.ac.uk/records-management-section/freedom-of-information>

- Its disclosure would substantially prejudice a programme of research
- Its disclosure would substantially prejudice the effective conduct of public affairs
- Its disclosure would substantially prejudice the commercial interests of any person or organisation
- Its disclosure would constitute a breach of confidence actionable in court
- Its disclosure would constitute a breach of the Data Protection Act
- Other, within the terms of FoI legislation (please give further details)