**SWANSEA UNIVERSITY**

|  |  |
| --- | --- |
| ***Paper Number*** |  |
| **Document Title** |  |
| **Enquiries to** |  |
| **Proposer in meeting** |  |
| **Action(s) Requested** |  |
| **Consultation / Approval History** |
| Committee | Date | Outcome |
|  |  |  |
|  |  |  |
|  |  |  |
| **Executive Summary / Key Issues** |
| **Executive Summary***Please include:** *Type of request (e.g. new regulation, regulatory amendment, derogation to the regulations)*
* *A brief background and rationale for the request*
* *An implementation date for any requested amendments.*

**Issues / Risks / Implications for the University***Please include:** *Benefit/s of approving the request*
* *Risk/s of not approving the request*

**Key Recommendations***Please include any additional considerations and recommendations for successful implementation***Options Available***Approval of the request**Approval of the request with additional recommendations/amendments**Rejection of the request with rationale and recommendations* |
| **Equality impact assessment** |
| Equality impact assessments must be conducted for all new or revised strategies/policies. Please attach a copy of the equality impact assessment where appropriate. |