

Changing The Culture Activity Tracker

SEC16D036 / SEC16A004

Recommendation		Our broad commitments under each recommendation
	Senior Leadership	
1	The Taskforce recommends that all university leaders should afford tackling violence against women, harassment and hate crime priority status and dedicate appropriate resources to tackling it.	A Working Group will be established and will be tasked with ensuring that the University strengthens existing policy and procedures along with introducing new initiatives to ensure that the issue is given the priority it deserves. Resource allocation will be considered on submission of appropriate costed plans indicating how said investment will strengthen our ability to combat harassment and hate crime.
	Institution-wide Approach	
2	Take an institution-wide approach to tackling violence against women, harassment and hate crime. (One way of adopting this institution-wide approach to responding to incidents of sexual violence is to use the points set out in chapter 5 of this report as a guide).	The Working Group will develop a set of clear and robust processes that will enable the University to respond effectively to such incidents.
3	Provide their governing bodies with regular progress reports summarising what progress has been made towards adopting a cross-institution approach. This should include reporting on the resource made available and used to support an effective cross-institution approach, including any recommendations for additional resource.	The Working Group will report on progress to each meeting of the Student Experience Committee and will provide an annual report to University Council. Reports to SEC will include details of any bids for resourcing, the success criteria associated with the allocated resource and suitably anonymised reporting on any relevant incidents.
4	Carry out a regular impact assessment of their approach.	The Working Group will carry out an annual impact assessment the outcome of which shall be included in its annual report to University Council
5	Involve their students' union in developing, maintaining and reviewing all elements of a cross-institution response.	The Working Group shall contain significant student representation and the Student Support Service will continue to maintain and develop its excellent working relationship with the Student Union with regard to the issue of harassment and hate crime
	Prevention	
6	Adopt an evidence-based bystander intervention programme	The Student Support Service and the Student Union are already working together on this issue and will be introducing a Bystander Initiative under the auspices of the Taskforce Implementation Working Group

7	<p>Ensure that partnership agreements between the student and the university highlight up-front the behaviours that are expected from all students as part of the university community, set out disciplinary sanctions and state the university's commitment to ensuring the safety and wellbeing of students.</p>	<p>The University's non-academic disciplinary procedures were due to be reviewed as part of our rolling process of policy review. The review of non-academic discipline will be carried out in consultation with the Working Group and the revised regulations and processes that are subsequently submitted for approval will incorporate clear statements about our expectations of student behaviour, the sanctions that will flow from any breach of those requirements and our commitment to challenging harassment and hate crime.</p>
8	<p>Embed a zero-tolerance approach across all institutional activities including outreach activities with schools and further education colleges, engagement with local bars and nightclubs, student inductions (including international student inductions), and student information</p>	<p>The Working Group will establish a number of initiatives, some of which may require further investment of resource, to ensure that our zero-tolerance approach is fully understood by the University community, implemented across the whole of the University campus and is capable of being effectively delivered and promoted.</p>
9	<p>Take meaningful steps to embed into their human resources processes (such as contracts, training, inductions) measures to ensure staff understand the importance of fostering a zero-tolerance culture and are empowered to take responsibility for this.</p>	<p>Student Services and the Student Union are working together and with external providers to ensure that appropriate training and awareness is embedded across the University community.</p> <p>We are currently trialling the <i>Consent Matters</i> training provided by Epigeum and are in the process of entering into a consortium training model focused around combatting sexual violence against women.</p>
Response		
10	<p>Develop a clear, accessible and representative disclosure response for incidents of sexual violence and rape, working with relevant external agencies where appropriate.</p>	<p>The Working Group will review our existing disclosure arrangements and develop these in the context of best practice exemplars from within the sector and with advice from external bodies as appropriate.</p>
11	<p>Take reasonable and practicable steps to implement a centralised reporting system.</p>	<p>The implementation of a centralised reporting system that has provision for anonymity and is configured so as to support timely responses and actions by the University will be a key priority for the early work of the implementation group.</p>
12	<p>Conduct a thorough assessment of which staff members need to be trained and what training needs to be provided. A clear, multi-tiered training strategy covering different types of incident can then be developed.</p>	<p>As noted at recommendation 8 & 9 above, this is an area in which work has already begun.</p> <p>The delivery of appropriate training by staff type and function will be a key element of embedding our zero tolerance approach.</p>

13	Build and maintain partnerships with local specialist services to ensure consistent referral pathways for students.	Both the University and the Student Union have strong established links with appropriate specialist services. We will ensure that these links are maintained, developed and appropriately recorded to ensure that referrals can happen effectively and swiftly when needed.
14	Establish and maintain strong links with the local police and NHS in order to develop and maintain a strategic partnership to prevent and respond to violence against women, harassment and hate crime affecting students.	Both the University and the Student Union have strong established links. As indicated in the proposed membership of the Working Group (see below) and the plan to establish a community liaison group, a close working relationship with public sector partners such as the police and NHS services are essential elements of our response to the taskforce recommendations.

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Activity	Reference	Lead	Comments as at 31/3/17	Status	Completion date if applicable
A Working Group will be established and will be tasked with ensuring that the University strengthens existing policy and procedures along with introducing new initiatives to ensure that the issue is given the priority it deserves. Resource allocation will be considered on submission of appropriate costed plans indicating how said investment will strengthen our ability to combat harassment and hate crime.	1	JS	Working group has been established, terms of reference agreed and initial actions undertaken along with a clear commitment to effective implementation of the recommendations	Completed	01/02/2017
The Working Group shall contain significant student representation and the Student Support Service will continue to maintain and develop its excellent working relationship with the Student Union with regard to the issue of harassment and hate crime	5	SU	Student representation has been agreed and is in place. Students and staff are equal partners in the work of the Implementation Group	Completed	01/02/2017
The Working Group will develop a set of clear and robust processes that will enable the University to respond effectively to such incidents. The procedural guidance provided in Chapter 5 of <i>Changing the Culture</i> will provide a starting point for the Working Group and as a template for incidents other than sexual violence.	2	CTC Group	Following the national workshop on developing a response to sexual violence the Group also needs to develop an overarching strategy within which processes would be situated	Ongoing	Strategy to be developed by end July 2017 with processes to be finalised by December 2017
The University has been awarded £35k from the HEFCE Catalyst fund to support our 'Student Community Safeguarding Partnership' project. This is a matched funding bid so a total of £70k awarded	8, 13 & 14	Project manager	The funding will support the appointment of a project manager and administrator who, working with the CTC Group, will establish a number of initiatives, some of which may require further investment of resource, to ensure that our zero-tolerance approach is fully understood by the University community and our partners in the City, and is implemented across the whole of the University campus and beyond.	Ongoing	project completes in May 2018
The Working Group will report on progress to each meeting of the Student Experience Committee and will provide an annual report to University Council. Reports to SEC will include details of any bids for resourcing, the success criteria associated with the allocated resource and suitably anonymised reporting on any relevant incidents.	3	JS	First update will go to May SEC	Ongoing	N/A
The University's non-academic disciplinary procedures will be reviewed as part of our rolling process of policy review, specific attention will be paid to the inclusion of appropriate amendments to reflect the recommendations of <i>Changing the Culture</i> and the advice in the Pinsent Mason's Guidance for HEIs	7	JS	This review will be carried out in consultation with the Working Group and the revised regulations and processes that are subsequently submitted for approval will incorporate clear statements about our expectations of student behaviour, the sanctions that will flow from any breach of those requirements and our commitment to challenging harassment and hate crime.	Ongoing	31/07/2017
We are currently trialling the <i>Consent Matters</i> training provided by Epigeum ready for its use with all new starters	9	CTC Group	Lead members to be identified to work with staff and students to ensure effective roll out of Consent Matters.	Ongoing	roll out to take place in September 2017
The Working Group will carry out an annual impact assessment the outcome of which shall be included in its annual report to University Council	4	JS	Group to determine which data should inform impact assessment	to discuss at next meeting	31/01/2018
Development of a Bystander Initiative	6	TBA	This is a concrete piece of work that will need specific ownership	to discuss at next meeting	TBA

We are in the process of entering into a consortium training model with Epigeum, focused around combatting sexual violence against women.	9 & 10	CTC Group	SU and UEA have been involved in providing feedback to Epigeum. The next draft of the training will be reviewed by the Group	Ongoing	Training package should be developed by the end of 2017
A central system for reporting including anonymised reporting options to be established	11	CTC Group	This will need systems as well as policy input and requires initial discussion by the group with a subgroup then established to implement	to discuss at next meeting	central reporting system to be in place by October 2017
Identify training needs and appropriate training resources	12	CTC Group	This work has begun, but requires a systematic review of all staff types and a matrix of training to be developed by a sub-group for approval by CTC Group	to discuss at next meeting	training needs to be identified by October 2017