

COU12D055

Title: Equality and Diversity Report
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Date: March 2013
Circulation: Council – 11 March 2013
Agenda: COU12A005
Version: Final
Status: Open

EQUALITY AND DIVERSITY – SUMMARY OF KEY ACTIVITY DURING 2012

1. Introduction

A wide range of activities took place across the University during 2012. It is clear that equality matters are becoming increasingly embedded, year on year, in many areas of teaching, research and support services. The challenge for the University is to achieve consistency across areas and a firm base of knowledge in all staff and students to ensure a campus culture that is welcoming and supportive of all students, staff and visitors.

This short report summarises projects and activities undertaken which have furthered equality in the work and study environment at the University of East Anglia (UEA) during the calendar year 2012.

2. Student and Staff Profile Statistics

Following work in 2010 and 11 further developments have taken place to extend the range of information the University is able to disaggregate by monitored protected characteristics. We are publishing a range of data about our staff and student populations with commentary highlighting particular trends in growth or changes in our overall make-up. As the collection of information about religion/ belief and sexual orientation becomes more usual we have for the first time published student profiles for both characteristics for the last three years at University level. We are also publishing information on Admissions and Degree Classification for the first time as part of our [annual reporting](#). Work enabling us to publish information about Destinations (i.e first employment, further study and other choices) for our graduates has recently started. The Dean of Students Offices has established a new reporting system measuring appointments made and kept by students and overall use of their services. A report will be added once the system has bedded in and trends can be evaluated. We are committed to developing a meaningful 'pipeline' of data for both students and staff to better inform us about our rapidly developing populations and are close to attaining a cohesive range of information to provide a view of whether there are basic differences in the experience of different groups of students and staff studying and working at UEA. This will help us identify areas in which positive action leading to more equal outcomes can be targeted.

3. Equality Standards

The University has become very actively engaged with the Athena Swan awards, gaining its Bronze University level award in April 2012. Athena Swan focuses on gender equality for students and staff in Science, Technology, Engineering, Maths and Medicine (STEMM) disciplines, areas in which the

presence of women is traditionally low. Norwich Medical School also made its Bronze submission in November 2012 and a further five Schools (Biology, Pharmacy, Environmental Sciences, Nursing Sciences and Allied Health Professions) also began their own submissions for April 2013. It is anticipated that a similar form of this award work will be carried out in Schools in Humanities and Social Science subjects. The Equality Challenge Unit (ECU) is currently piloting an award structure for Arts and Social Science subjects in a pilot led by Reading University. If this is adopted UEA will introduce this work into appropriate Schools.

Each of the current submissions involves analysis of student and staff data to establish key trends around progress into and through STEMM disciplines and careers the creation of an Action Plan which must be regularly reviewed and demonstrated to have brought about positive change for gender equality in order to progress from Bronze to Silver level. The standard provides an effective structure for achieving change.

One of the important outcomes for the University from its involvement in this work, apart from the key issue of achieving gender equality, is that future funding from the National Institute of Health Research will be dependent on applicant institutions having achieved Silver within Athena Swan. This is of key importance to the Schools involved.

4. RCUK

Appendix 1 includes a short briefing regarding a recent announcement from RCUK on 17 January 2013 setting out a further indication of how clear evidence of work on equality is becoming increasingly important to funding bodies. Although pursuing a less specific route than the NIHR's requirements for Athena Swan, RCUK have made it clear it will expect to see a range of work undertaken to support the effective progress of equality by applicant institutions.

5. Research Excellence Framework (REF) 2014

The Equality Office provided training materials and briefings on the requirement to ensure fair and equal treatment of researchers during REF 2014. As part of the 'mock' REF exercise an Equality Impact Assessment was carried out and follow up meetings held with Heads of School to feed back any issues and discuss the likely position at the final REF. This also provided an opportunity to remind Heads of the need to ensure fairness throughout the exercise. A further impact assessment will be held once the allocations for the final REF are known. As some strategic decision making comes into the final exercise it will be key to ensure no specific groups are unfairly disadvantaged by the outcomes. A good level of knowledge and awareness of equality issues was demonstrated by Heads during meetings and they also receive key support and guidance throughout by the managers in Human Resources.

6. Faith Consultation and Islamic Prayer Facilities

The University carried out a review of facilities provided for religious and spiritual observance on campus. Consultation was open to staff, students and other groups with an interest in the issue. As a result and after careful and thorough consideration it was agreed to continue with both Chaplaincy and Islamic Prayer facilities. It was agreed that these facilities are provided for the use of students and staff of UEA with agreement for usage by family and friends under certain clearly defined circumstances. An equality impact assessment was carried out by the Equality Office as part of the review and can be viewed with the other documents on line at:

<https://www.uea.ac.uk/vco/faith-report>

A positive development from the exercise is the establishing of a Faith Working Group which will look at issues of observance on campus on an on-going basis. The Working Group will report to the Equality Committee.

7. Fire Safety

The Equality Office is currently working closely with Safety Services and the Estates Division to review certain aspects of fire safety for disabled staff, students and visitors. The Equality Committee has a watching brief over the outcomes of this work and will monitor progress closely.

8. Equality Objectives

Appendix 2 shows the current Equality Objectives, set to cover the next twelve months, and agreed by the Equality Committee at the last meeting. One amendment was made to reflect the point at 7. Above, that the responsibility of the Equality Office in respect of fire safety for disabled students and staff is that of advising, supporting and guiding in respect of legislation and best practice, creating a watching brief. Overall responsibility remains with Safety Services and, Estates in terms of executing actions relating to the physical requirements of agreed policy.

**EDC12D012**

Title: RCUK Expectations for Equality and Diversity
Circulation: Equality and Diversity Committee – 19 February 2013
Agenda: EDC12A002
Status: Open
Version: Final

BRIEFING NOTE – RCUK EXPECTATIONS FOR EQUALITY AND DIVERSITY**1. Background**

On 17 January 2013 RCUK issued the following statement of expectation for those institutions in receipt of their funding:

“In line with legislation in the *Equality Act 2010*, higher education institutions must have policies in place to address equality and diversity issues. RCUK has developed the [Statement](#) (*shown in full at Appendix 1 of this Committee document*) to assess whether these policies are working in practice, embedded at all levels in institutions, and take account of the whole spectrum of equality and diversity issues.

RCUK will review the overall effectiveness of organisations’ approaches at a departmental and institutional level through its Audit and Assurance Programme. We will also discuss equality and diversity during institutional visits.

Professor Rick Rylance, Chair of Research Councils UK, said: “RCUK promotes and supports equality and diversity within research at all levels. The rewards of diversity are significant: recruiting staff from the widest possible pool unlocks talent and thus contributes to the success of research and brings major benefits to the UK’s economy and society. However, despite positive progress, there are still too many groups under-represented and I hope that RCUK’s emphasis on equality and diversity will stimulate further action across the research community.”

The Statement sets out RCUK’s expectations and provides suggestions for evidence that institutions may wish to use. At this time, RCUK does not require formal accreditation, such as Athena SWAN, for grant funding; however, we will be reviewing and may consider such measures if there is no evidence of improvement.

David Willetts, Minister of State for Universities and Science, said: “We are committed to ensuring that the UK research base remains world-class and that we attract and retain the brightest and best researchers, regardless of their background. I welcome the RCUK Statement. It will provide an incentive to universities to improve the impact of their equality and diversity policies, ensuring that the workforce reflects society and makes use of all the talents available to it.”

The Statement has been informed by RCUK’s work over the last year with relevant sector organisations and universities to review ways in which equality and diversity can best be supported in research. “

The statement was also supported by David Ruebain Head of the Equality Challenge Unit, the body established to guide and advise the Higher Education Sector on equality and diversity matters, and which also runs and directs the Athena Swan award structure jointly with HEFCE.

2. The University's Current Position

The University holds a Bronze award for Athena Swan and has several Schools undertaking awards as part of the drive towards Silver status. The primary trigger for this was the announcement of the NIHR to tie future funding to institutions who have achieved Silver Athena Swan status.

It is a member of Stonewall and has an objective of participating and gaining a rank within the Stonewall Workplace Equalities index. Time and resource permitting this will be done as a Spring and Summer project for inclusion in their Autumn 2013 ranking exercise.

The University has had in place a Single Equality Scheme and Action Plan which has achieved a wide range of actions across campus.

There are clearly stated equality objectives and parameters within the University's Action Plan to support the Implementation of the Concordat to support the Career Development of Researchers which is regularly reviewed by the Research Staff Working Group chaired by the Pro Vice Chancellor, Prof. David Richardson.

As part of REF2014 equality training has been provided to all those involved in selection panels and an impact assessment was undertaken as part of the Mock exercise. Both the training and the impact assessment will be repeated as part of the work moving towards the final REF submissions.

The University is a member of the Two Tick Scheme designed to support recruitment of disabled people.

Extensive work was recently carried out on Faith Consultation to ensure facilities are provided to support both students and staff from a wide range of practicing religions or those without a religion who may benefit from quiet or spiritual space. As a result of this a Faith Committee is to be established and a policy is being formulated.

The University has access to an increasing range of disaggregated statistics, both internally and through the national HEIDI database, which is helping decision makers understand how the demographic of staff and post graduate students is changing and from there how best to target support and ensure mechanisms for achieving wider equality.

3. Challenges

Within its statement the RCUK says it has not yet tied funding streams to achievements of certain standards but that the situation will be monitored and if it is not satisfied with progress it will consider doing so.

It also lists seven different standards or resources for supporting achievement of equality, including Athena Swan, HEIDI and Stonewall. These represent only a few of the range of standards currently available to pursue. With most there is an annual cost – often in the range of £2,000 - £3,000 involved in membership per annum and, in addition, there is the cost of resource in maintaining the standard on an on-going basis. This means making well informed, targeted choices which will achieve a beneficial difference to students or staff, strengthening the University's position as a place of study and work.

4. Next Steps

The Equality Office, in liaison with HRD, ISD and the Research Staff Working Group will compile an overview of existing, current and HEI relevant equality standards, costs involved in joining and

maintaining each, attempted assessment of effectiveness, area of equality targeted. At the next Committee meeting a report will be made considering the main standards currently used within the HE sector and looking at how effective each might be in achieving real change.

The Equality Office will also review how we demonstrate our achievements on equality and how this can be improved or made fully transparent, to meet the requirements of RCUK institutional visits and Audits.

It is recommended that the University continue for this academic year with its current involvement with Athena Swan and planned involvement with the Stonewall Equality Index but doesn't extend rapidly in any other direction until an evaluation has been carried out and discussed. It may be feasible to link in with other standards if synergy can be achieved, complementing current work, and where a standard will result in real and effective change.

Helen Murdoch
Equality and Diversity Office
Feb 2013

RCUK's Statement of Expectation for Equality and Diversity

An organisation's success and competitiveness depend on its ability to embrace diversity and draw on the skills, understanding and experience of its people. The potential rewards of diversity are significant: recruiting staff from the widest possible pool will unlock talent and make a major contribution to the impact of research and will benefit the economic and social wellbeing of the UK. RCUK expects that equality and diversity therefore is embedded at all levels and in all aspects of normal research practice.

RCUK expect those in receipt of Research Council Funding to:

- Promote and lead cultural change in relation to equalities and diversity
- Engage staff at all levels with improving the promotion of equality and diversity
- Ensure all members of the research workforce are trained and supported to address disincentives and indirect obstacles to recruitment, retention and progression in research careers
- Provide evidence of ways in which equality and diversity issues are managed at both an institutional and departmental level.

Research Councils recommend that the evidence includes:

- Participation in schemes such as Athena Swan, Project Juno, Investors in People, Stonewall, Diversity Champions, and other similar initiatives to demonstrate departmental level action
- Input prepared for the REF research environment at Unit of Assessment level.
- Appropriate benchmarking data (e.g. HEIDI equality reports from HESA data)
- Evidence of the application of the 'Every Researcher Counts' resource to support this work
- Other available and pertinent management information.

RCUK will:

- Review the overall effectiveness of the approach at a departmental/institutional level through its audit and assurance programme
- Discuss equality and diversity at institutional visits
- Reserve the right to introduce more formal accreditation requirement for grant funding should significant improvement not be evidenced.

Useful Links:

- Athena Swan
- Project Juno
- Research Excellence Framework
- HEIDI Equality
- Every Researcher Counts
- Investors in People
- Stonewall

EDC12D008

Title: Strategy and Equality Objectives
Circulation: Equality and Diversity Committee – 19 February 2013
Agenda: EDC12A002
Status: Open
Version: Final

Following the Equality and Diversity Committee meeting in November 2012 and subsequent discussions with the Chair, a series of objectives to the end of calendar year 2013 has been identified, shown at Appendix 1.

It is proposed, due to the intensity of activity for Athena Swan, to present an update on progress against these objectives as well as initial thinking for future strategy and goals at the next Committee meeting in May 2013. A meeting with the incoming Chair of the Committee is planned for April 2013 to begin discussions and a draft paper will be circulated for comment in the early summer to Committee members.

A full paper will be presented to the Committee in the first meeting of the 2013/14 Academic year.

Helen Murdoch
Head of Equality and Diversity
February 2013

**EQUALITY AND DIVERSITY - CENTRAL PRIORITIES AND OBJECTIVES
CALENDAR YEAR 2013**

1. Gain Athena Swan awards at Bronze level from November 2012 and April 2013 submissions and submit Silver level submissions in November 2013 and April 2014.

Measure of success: submissions and receipt of Awards by Schools involved.

2. To work with Estates, Safety Services, Planning, Human Resources and Dean of Students Offices to ensure effective review of Fire Safety processes and policies for disabled students, staff and visitors.

Measure of success: Seamless and compliant processes fully in place.

Timescale for agreed steps*: 30 June 2013

*It is recognised that some actions may involve capital expenditure that needs planning over a longer time period.

3. Working with HRD (including CSED) and Dean of Students:
 - a) undertake a review and gap analysis of current equality training with the aim of agreeing what, if any, changes are needed;
 - b) support campus wide roll out of on-line e-learning training module for staff.
 - c) To work with ISD and others providing other on-line modules to see if some synergy/added value can be gained from 'packaging' such initiatives for staff.

Measures of success:

- a) Production of report and explanation of any action identified with timescales for Equality and Diversity Committee
- b) take up of training to be monitored as part of initiative and achievement of desired completion levels (to be agreed with partners as part of project);
- c) package produced if agreement reached – explanation of findings of this project to be presented to Equality and Diversity Committee.

Timescale: by 31 December 2013

4. Production of reports at end of January 2013 to satisfy legal requirements. Streamline production of reports and incorporate guidance from Equality and Human Rights Commission. Disseminate information to Faculty and Heads of School.

Measures of Success: Reports are on line and compliant. Information is shared with Faculties and Schools. Production of reports is developed in line with guidance and production streamlined.

Timescale: measures taken to be reported to Equality and Diversity Committee by 31 December 2013.

5. To complete and submit the Stonewall Workplace Equalities Index in Autumn 2013.

Measure of success: Index is completed and submitted to time.

6. To source appropriate training on equality and diversity for UEA's Senior Managers by external supplier.

Measure of success: Such training takes place.

Timescale: during first six months of 2013.