



University of
Nottingham
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Equality, Diversity and Inclusion at University of Nottingham.

Report to University Council – 2018- 2019

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1 Introduction – our new approach to EDI

The year 2018-19 has represent a transition in our work in delivery of Equality, Diversity and Inclusion. The Pro-Vice-Chancellor for Equality, Diversity and Inclusion, Professor Sarah Sharples, commenced her role in September 2018, and has been leading a review and revision of our governance and delivery of EDI. This has culminated in the publication of our [Equality, Diversity and Inclusion Strategic Delivery Plan](#) in September 2019.

This report summarises the work that has been taking place in our Professional Services teams, Student bodies and Faculties in support of EDI. Its aim is to provide an annual summary of key activities that have taken place, demonstrating both our compliance with regulatory and legal requirements to support EDI, as well as our ambition towards improved equality, diversity and inclusion for students and staff.

The Public Sector Equality Duty (PSED) includes a requirement for public bodies to set themselves specific, measurable equality objectives. Accordingly, the University has a duty to prepare and publish one or more specific and measurable objective(s) at intervals of no greater than every four years.

The University published its most recent set of Equality Objectives in 2017. The most recent update on progress against the equality objectives can be found in appendix 1. In agreement with the University EDI Committee, these institutional objectives will be replaced by assessment against our new EDI success framework from September 2019 onwards.

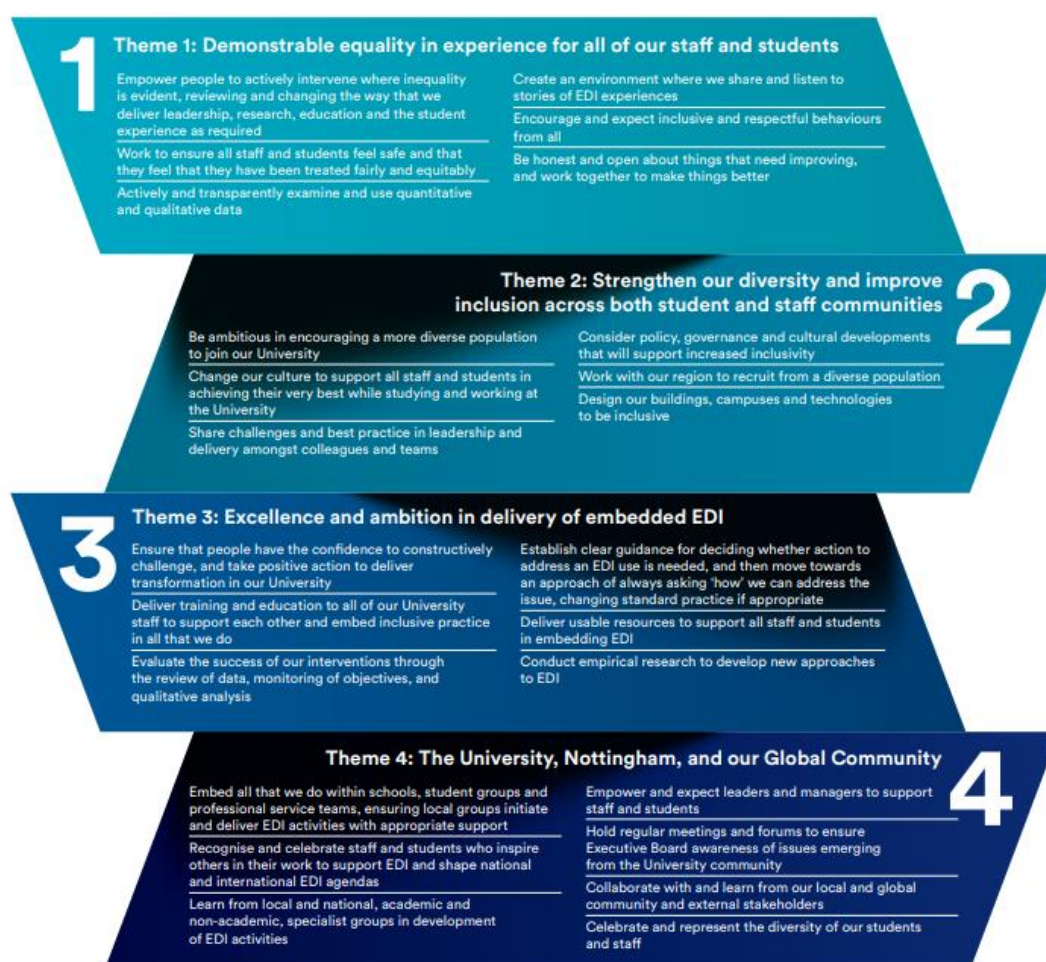


Figure 1. Global Thematic Priorities and UNUK Activities as outlined in EDI Strategic Delivery Plan

2 EDI Governance and oversight

During 2018/19 we have revised our EDI governance framework, in the light of both response to consultation with the University community, and changes made to the University Committee Structure.

The Pro-Vice-Chancellor for Equality, Diversity and Inclusion chairs the University Executive Board's [Equality, Diversity and Inclusion Committee](#). This committee has representation from relevant Professional Services teams, Faculties, Students' Union, and has five independent members drawn from the University community. In addition, during 2018/19 a 'shadow' governance team has retained oversight of regulatory and policy issues relating to EDI. The [EDI governance framework](#) has now been formalised for implementation during 2019/20. In addition to this, a core budget to support EDI has been established. This will support strategic activities to accelerate our progress towards improved EDI. Most of the strategic budget will be managed through the Sphere Programme – the change programme to deliver our activities in support of EDI. This Programme Board will be chaired by Professor Raheela Khan. Budget drawn from Professional Services and Faculties has also been identified to enable the appointment of a distributed team of EDI Coordinators who will be appointed in early 2020.

3 External Frameworks and Recognition

3.1 Introduction and context

As a University we have committed to engage with external charters in order to have appropriate benchmarks for our activities and prioritise our efforts appropriately. We have committed as a University to participate in the Athena SWAN charter, having secured a Silver award in summer 2018, and are planning to submit for the Race Equality Charter bronze institutional award in 2020.

3.2 Athena SWAN

The PVC for EDI is now Chair of the Athena Swan Institutional Self-Assessment Team. With this transfer of chair now complete and a more robust governance structure which was introduced in 2018, the University is making planned progress against the delivery of Athena Swan action plan, ensuring we are capturing evidence of impact of work undertaken to feed into the next submission currently planned for November 2021. The new spotlight themed meetings have been developed in conjunction with the central support team in Human Resources. This approach has been introduced to ensure that we have embedded Athena Swan principles across the University, seen better engagement and ownership from senior sponsors and identified areas for more evidence of impact. During

Key areas covered in 2019 the Institutional Self-Assessment Team saw papers and discussed key issues relating to the action plan including: Training and Professional Development, Understanding our Levers, Academic Career Pipeline, Promotions, Pay and Contracts, Workload planning and Equity, Recruitment and Induction, Recruitment and Induction, Support for Carers and Inclusive Culture.

Our focus of institutional Athena activity for 2019-20 will be around understanding and measuring impact. This will enable us to understand the progress made against our 2017 action plan so far, and re-prioritise activities for the remaining period of our Athena SWAN award, to ensure that we are able to demonstrate the impact that our work has had. Key delivery activities for 2019-2020 include: introducing the central EDI Engagement Programme and measuring impact; measuring the impact of the new Appraisal and Development Conversation (ADC); conducting the Athena Swan survey; continuing to support local Athena SWAN submissions; agreeing our strategy for submission from our international campuses; identifying measures of impact of the wellbeing strategic delivery plan; addressing flexible working; reviewing under-representation of female staff at leak points in the career pipeline, and reviewing our actions towards reducing the gender pay gap.

In addition to our work to deliver our action plan from our Institutional Silver award, our Schools and Faculties are also all working towards our ambition for all schools to hold at least bronze awards. In response to feedback from School and Faculty Athena SWAN teams, we introduced a new support structure for our local Athena Swan submissions. We had several unsuccessful Athena SWAN applications submitted in November 2018. A tremendous amount of work from local Athena SWAN teams, supported by our newly designed 'panel' approach to the Challenge and Support function, contributed to improved outcomes of local submissions in April 2019.

Athena SWAN submissions 2018-19

School	Date award applied for	Applied for	Awarded
Nottingham University Business School	November 2018	Bronze	Unsuccessful
Sociology and Social Policy	November 2018	Bronze	Unsuccessful
Humanities	November 2018	Bronze	Unsuccessful
English	November 2018	Bronze	Unsuccessful
Culture, Languages and Area Studies	November 2018	Bronze	Bronze
Pharmacy	November 2018	Silver	Silver
Mathematical Sciences	April 2019	Bronze	Bronze
Medicine	April 2019	Silver	Silver
Law	April 2019	Bronze	Bronze
Politics and International Relations	April 2019	Bronze	Bronze

3.3 Race Equality Charter

The PVC EDI and Stacey Johnson MBE (Associate Professor, Faculty of Medicine & Health Sciences) co-chair and manage the processes within the University's Race Equality Charter Self –Assessment Team. The process has been supported by student and staff working groups chaired by Sarah Speight (APVC Teaching and Learning) and Jaspal Kaur (Director of HR) respectively. Professor Kevin Shakesheff (FPVC Science) chaired the data working group which met during 2019 to develop and deliver the data sources for the staff and student groups, and Tara De Cozar (External Relations) has taken responsibility for internal communications.

The Race Equality Charter Survey was conducted in May 2019 to capture the experiences and perceptions of all staff and students with a particular focus on gathering information about the experience of our BAME (Black, Asian and Minority ethnic groups) members of the University Community. A chairs' working groups was established in June 2019 to manage collaboration during the process to work towards submission for a bronze award in 2020. We also hope that this approach will ensure that the work of the Race Equality Charter Mark ISAT, are embedded across the university.

With this new structure in place, ISAT members have been assigned to each section of the submission. They will be working with teams across the university to ensure that a first draft is ready for January 2020.

Sections	Owner
Section 1 : Letter of Endorsement – Vice Chancellor	Sarah Sharples Stacy Johnson
Section 2 : Self-Assessment Process	Stacy Johnson
Section 3: Institutional and Local Context	Kevin Shakesheff
Section 4: Staff Profile	Jaspal Kaur
Section 5: Academic staff- recruitment, progression and development	Jaspal Kaur
Section 6: Professional and Support Staff	Jaspal Kaur
Section 7: Student Pipeline	Sarah Speight
Section 8: Teaching and Learning	Sarah Speight
Section 9: Any other Information	Stacy Johnson

Key actions for 2019-2020 include, running focus groups with staff and student groups, engaging with the Students' Union, holding workshop dates with our staff and student working group to delve into the data, with the aim of identifying issues arising from REC survey analysis, producing an action plan that reflects the key issues raised through consultation (survey and focus groups) and submitting for a bronze award

3.4 Access and Participation Plan

The Access and Participation Plan was submitted to the Office for Students in April 2019.

The Widening Participation (WP) team provide University staff and students with advice and support to encourage and enable learners from less advantaged backgrounds to access the University of Nottingham and higher education generally. Programmes including Ambition Nottingham and the residential summer schools target students who are underrepresented in higher education.

We also aim to ensure that students from all backgrounds are supported while studying here, as outlined by our Access and participation plan 2020-25 (pdf). Our previous plan, applied to students entering in 2019/20. During 2019/20 we will also work to ensure that our governance structures enable appropriate embedding of our EDI strategic delivery plan in work to support Access and Participation from 2020/21 onwards.

4 EDI-related strategic development activities

A number of specific strategic reviews and task and finish groups took place during the year. Some of these were specifically established in response to issues raised during the EDI strategic delivery plan consultation, and others were already in progress from before the appointment of the PVC EDI. In all cases, strategic reviews aimed to work collaboratively with key groups, specifically engaging with groups who hold protected characteristics, and teams involved in implementation of any recommendations which emerged.

4.1 Staff networks review

The University has six formal staff networks which take on important roles such as advocacy, support and engagement. These staff networks broadly fall into two categories:

- those related to protected characteristics and cover the EDI agenda: Black and Minority Ethnic (BME); Women's; Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ); Disability; and Carers'
- those related to employment/job roles: Technicians', Senior Women's Network and the Women's Expert Network (joint with Nottingham Trent).

The purpose of the review, sponsored by Professor Sarah Sharples and chaired by Professor Felicity Rose, was to assess the current staff network provision; identify gaps and suggest new networks that should be formed; and to present recommendations which confirm the role of network Chairs in line with their employed role; suggest how the networks could work together, with the EDI committee and the new governance; structures within the University and to clarify the nature of any financial, administrative and strategic support.

The review was conducted using three primary sources of information:

1. a review of staff networks at other higher education institutions;
2. one-to-one interviews with current network Chairs; and
3. an online and paper-based survey open to all staff at the University to assess staff awareness of and engagement with the networks.

The staff survey highlighted the lack of up-to-date information available on the staff networks, resulting in a lack of awareness and knowledge amongst staff. The survey also highlighted a lack of support from line managers for attending network meetings and events.

Interviews with Staff Network Chairs confirmed the importance of having these support networks for their members. Each network valued dialogue with the University to provide advice and influence policy. The lack of resource and support from the University for the networks, including within HR, made it challenging to effectively organise events, communicate to members, and evaluate effectiveness. Normal day-to-day workloads impacted on the ability of Network Chairs to dedicate appropriate time to network activities and management. This also meant it was not attractive to staff to lead a network and there was a lack of succession planning as a result. Staff who didn't identify with a protected characteristic were not clear if events were open to them and they could feel alienated.

The recommendations included rationalisation of budget allocation; continued central support for events for recognition months; provision of dedicated administrative support for networks and workload allocation for Chairs and Deputy Chairs; advice and support for succession planning; awareness raising and training for line managers; and regular reporting by networks on activities in line with the University's financial timeline.

The EDI Committee considered the recommendations in June 2019. Human Resources are now working with the Staff Network Chairs to progress and implement review recommendations during the 2019/2020 session.

4.2 Disabled staff support review

The disability staff support review was held in June 2019. Its aim was to consider what support the university provides and how this support is accessed and experienced by disabled staff. It was an opportunity to learn from areas of good practise within the University, across the sector and other organisations; and identify areas for development to ensure staff are supported fully and appropriately.

The review findings were grouped under specific themes that emerged from the discussions: Experience of being disabled; Physical and digital infrastructure; Culture and Behaviour; Support for line managers; and Specialist support provision. The recommendations from this review have been approved by EDI Committee and University Executive Board and their implementation will be overseen by an independent group during 2020.

4.3 Staff Wellbeing Vision and Strategy.

To support the Athena Swan Institutional Action Plan and in response to the 2017 Staff Engagement Survey results relating to Wellbeing, a number of activities took place in 2018 to better support the staff Wellbeing. Most notably the delivery of the University's Week of Wellbeing and the launch of the Wellbeing Hub (as part of the Employee Hub) in November 2018. It was identified that there needed to be a more strategic focus on Wellbeing to ensure all activities and initiatives are joined up and prioritised. A task and finish group was convened to support the development of a draft Wellbeing Strategic Delivery Plan which has incorporated our vision for wellbeing from the Vice Chancellor. Staff consultation on draft plan took place in May 2019 with over 200 participants. Staff feedback informed the further development of the Plan which will approved and implemented during 2019/20.

In November 2019 the University launched its Employee Assistance Programme, offering all staff free confidential advice on a range of topics such as mental wellbeing, accessing counselling and financial wellbeing advice. We continue to offer a wide range of resilience and mindfulness programmes throughout the year. Faculties and Departments have developed their own wellbeing programmes, many basing these on the format of the Week of wellbeing to further promote wellbeing in the workplace.

4.4 Dignity advisers and policy review

The Dignity Adviser role was reviewed and as a consequence a Role Description was developed to provide clarity about the expectations of the Dignity Adviser role. New Dignity Adviser positions were advertised in May 2019 and a selection process was completed in August 2019. We have now trained 25 new Dignity Advisers to join the network to make a total of 33 Dignity Advisers across the University.

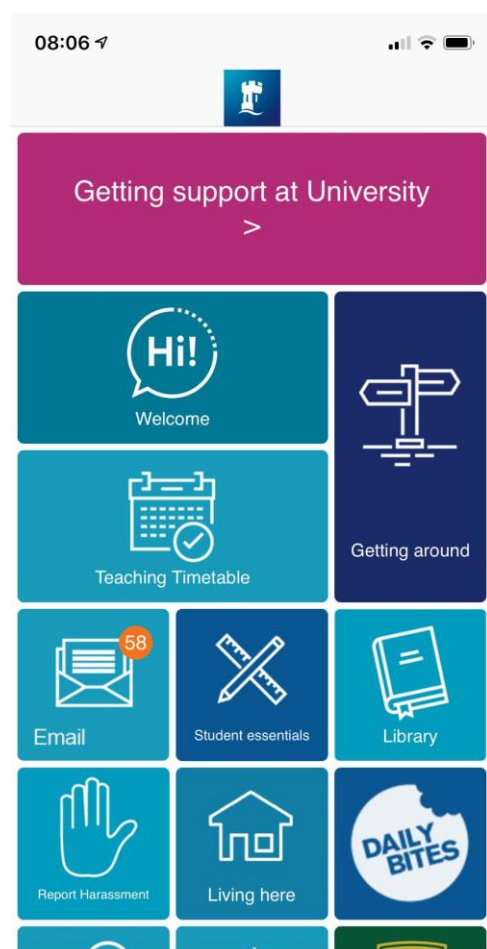


Figure 2. Image of tile on 'My Nottingham' app to enable reports of harassment

A small group have been reviewing the Dignity at Nottingham Procedure; this will be shared with key stakeholders, including the Trade Unions, with an aim that the new procedure will be live in early 2020. The key changes to the Procedure are: separating into 2 procedures (1 for staff and 1 for students); redefining the behaviour expectations; clarity about the procedure to follow for both staff and student who feel they have been bullied or harassed; and transparency about expectations of all university community (visitors, alumni, contractors) and the process if they fall short of the behaviours we expect.

4.5 Online misconduct

Initiated by Vice-Chancellor Shearer West in March 2019 and chaired by Professor Michael Merrifield, a Senate review group into Student Behaviour and the Code of Discipline for Students was formed with a view to creating recommendations about what further needed to be embedded into University systems to educate students about inappropriate behaviours and to ensure that reporting channels and associated processes were fit for purpose. The review group produced a range of recommendations including updated versions of key policies; revised and updated online materials; the introduction of misconduct and harassment reporting for students through the University's mobile app; and the proposed creation of pre-arrival digital learning materials (due to completion for implementation in August 2020).

4.6 Sexual misconduct

The Sexual Misconduct Task and Finish Group was chaired by the PVC for Equality, Diversity and Inclusion and sat between October 2018 and May 2019. The group presented a paper for UEB in May 2018, UEB agreed the findings and recommendations of the group. The recommendations are now being implemented they include: introducing a Sexual Violence Liaison Officer (SVLO); developing and delivering training and signposting for 'first responders'; recruiting and training additional Dignity Advisers; improving the web presence and profile of sexual misconduct; and reviewing and revising the Personal Relationships policy.

4.7 Student health and well being

In response to Universities UK's *Stepchange* initiative, colleagues from across the institution led by Andy Winter, Campus Life Director, created the University's first Student Health and Wellbeing Strategy. This framework outlines five key thematic areas and four key underpinning principles against which all services, projects, and initiatives focused on student wellbeing that are delivered across the University can be captured and overseen. Agreed by Education and Student Experience committee in October 2019, reporting against the Healthy Mental Wellbeing and Healthy Lifestyle themes has taken place during the past year.

The framework demonstrates the institution's commitment to this area whilst also highlighting to colleagues where there is good practice and who they can turn to when they have ideas for new developments. New projects and initiatives continue to added to different areas as they are identified or develop with exciting activity taking place in relation to Technicians and Libraries during the coming year.

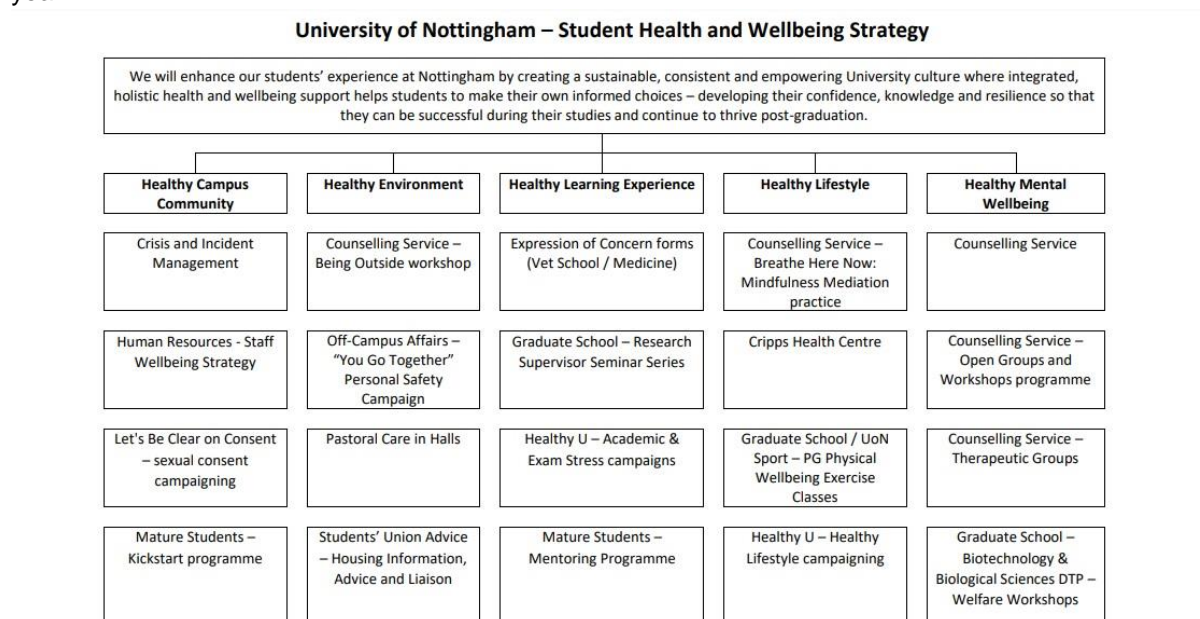


Figure 3. Overview of framework for Student health and wellbeing strategy

4.8 Ongoing implementation of previous EDI initiatives and recommendations.

4.8.1 Diversity in Recruitment

The [recommendations](#) from the Diversity in Recruitment task and finish group were published in October 2018. Considerable work has been undertaken to improve the gender diversity of the University workforce and has included numerous activities to make our recruitment practices more inclusive across the full range of protected characteristic groups, these include:

- The 'Gender Decoder,' introduced in September 2018 to hiring managers supporting the avoidance of gender bias in their job advertisements to help attract more diverse pools of applicants.
- We have broadened our use of social media in attraction activities, increasing our LinkedIn package as well as successfully using Twitter and Facebook to better promote vacancies and increase application numbers.
- We have developed connections with external organisations such as Vercida (who encourage applications from underrepresented groups by highlighting EDI initiatives of organisations in order to promote their employment opportunities), Clean Sheet (offering people with convictions the hope of a better future by finding sustainable employment) and Forces Families (targeting family members of people serving in the armed forces) to increase the inclusiveness of our application pool and promote our opportunities to wider areas of the community.
- The anonymisation of candidate applications is continuing. A number of pilots in the academic job family have taken place. Analysis of the impact/benefits will take place before this approach is broadened to other areas of the University, supported by changes to the Vacancy Manager system.



- New training has been introduced- Interview Skills (covering skills and techniques (competence/behavioural), effective probing, preparation, decision making and unconscious bias as well as chair responsibilities). From April 2020, attendance on this course will be a mandatory requirement for all panel members and chairs.

- Development of an inclusive employment brand that promotes the University's Employee Value Proposition (EVP) is close to completion, supported by the results/feedback from a staff survey.

4.8.2 Trans Guidelines

The University's Trans Guidelines have been updated to reflect current practice and language but also to include more practical guidelines on having discussions, getting support and other elements to consider. There has been consultation within HR and the relevant staff networks to support its development and the updated Guidelines will be published in early 2020.

4.8.3 EDI elements in MyView

In September 2019, MyView was updated to enable staff to self-declare gender identity against their HR Record, this ensures that staff are able to specify their gender identity to refer to the way in which individual's want to describe their identity as opposed to identified 'sex' which relates to individual's physical body/biology.

4.8.4 Disability confident activity

In 2018 The University of Nottingham registered as a [Disability Confident](#) employer committing to the aims of Disability Confident. A number of initiatives have been implemented (see Diversity in Recruitment Section for more information) to:

- ensure that our recruitment processes are inclusive and accessible
- communicate our vacancies through a range of different channels

- offer an interview to applicants with a disability who meet the minimum essential requirements of the role (as detailed within the role profile)
- anticipate and provide reasonable adjustments as and when required
- provide support to any existing employee who acquires a disability or a long-term health condition

An assessment will be made in 2020 as to whether the University will apply for Disability Confident Level 2.

4.8.5 Appraisal & Development Conversations (ADC)

The reforms to PDPR concluded in 2019, with the new Appraisal & Development Conversations (ADC) being launched in August. Under the new approach, conversations are encouraged relating to development (both in the short and longer term) and part of the conversations encourages a wider discussion around wellbeing, work life balance and workload. ADCs are supported by Balanced Frameworks to share the wider priorities for the Department/School or Faculty for context within the ADC and a key topic within these frameworks is to consider priorities/activities relating to Equality, Diversity and Inclusivity.

4.8.6 Promotions working group

Ongoing continual improvement to the promotions process has been overseen by the Academic Promotions and Pay Banding Working group, chaired by Professor Andy Long, Deputy VC. Work this year has included revision of description of expectations of different academic pathways and promotion levels, with an aim to increase transparency in the process. In addition, increased prominence has been given to the opportunity to report personal circumstances in the promotions proforma.

4.8.7 Building links with Nottingham's wider community

The University sponsored a category for the Black Achievers Award in September 2019, with Professor Sarah Sharples attending the ceremony and presenting the award to our nominated winner. The University supported a successful Trans Picnic event again in June 2019 in collaboration with Nottingham City Council and Nottinghamshire Police.

4.8.8 Aligning EDI Communications

New EDI webpages have been created with any duplicated information on the HR websites undergoing a process of being reviewed to remove/update relevant pages. A package of EDI related E-learning and associated resources have been created and are available on the Leadership and Management Academy Hub.

4.9 Stronger Together campaign

Emerging from working into expressing expected standards of behaviour to new students, the Stronger Together campaign is a series of videos that give each of the Students' Union's Equality, Diversity, and Inclusion networks the platform to talk openly about their experiences whilst at University. Produced in collaboration with colleagues from External Relations, paid for by Campus Life, with scripts created by network members who then take the roles in front of the camera, 2018-19 saw the creation of videos from the LGBT+ and BME networks. This added to previous videos created a year earlier by the Women's and Mature Students' networks.

The LGBT+ video was released in line with international Pride month in June. Whilst the BME video was released in July online, promotion of the video was held to the 2019-20 academic year to ensure a greater likelihood of engagement from students. In addition to online publication, the videos also run on screens around campus – including the Portland Building big screen. Response to these videos has been overwhelming positive and work has commenced on completing the series with production of the Disabled Students' and International Students video starting in September 2019.



Figure 4. Images from BME and LGBT+ Stronger Together videos

4.10 EDI guide for personal tutors

Addressing a need first identified by the Mature Students' network but then echoed by other EDI networks, the Guide for Personal Tutors was released in February 2019. Created by Campus Life with content generated initially by the leaders of the student networks, the guide is intended to act as an introduction to the main areas of concern students from diverse backgrounds feel that they experience whilst at University. The guide is clear that it does not seek to answer all questions, merely be a first step into helping staff members understand some of the issues, topics, and terminology that they might encounter when acting as a personal tutor.



Figure 5. Cover page from guide for supporting students from diverse backgrounds

This first version of the guide has been warmly welcomed in the main, with a number of positive suggestions as to how future versions could be improved to address areas not currently covered (specifically matters relating to faith and belief, and matters of social class). Work is also underway between colleagues in Campus Life and the Graduate School to create a Research Supervisor focused version for release in early 2020.

4.11 Employee Hub

The University launched the Employee Hub in November 2018 as a resource to provide all contracted University staff with online access to the benefits, recognition and wellbeing services/options offered by the University. Since launch over 50% of staff have accessed the Employee Hub.

Key Features & Services offered through the Employee Hub:

- Employee Assistance Programme - which provides confidential and professionally qualified counselling and information services relating to employee financial, mental and physical wellbeing. There are significant online support resources available alongside an online counselling service
- The Nottingham Reward Scheme – The new recognition scheme launched by the University in August 2019. The Employee Hub hosts all information and resources relating to the Nottingham Reward Scheme. An update scheduled for November 2019 will see nominations and rewards for most levels of the scheme automatically routed through the Employee Hub, this will allow significantly enhanced and more timely management information relating to EDI
- Employee Wellbeing Hub – providing information and signposting employees to the full range of wellbeing options available through the University

- Corporate Discounts – employee discounts and special offers available at hundreds of UK retailers
- Online access to a range of staff benefits – including Cycle to Work, Private Healthcare, The University Partnership with the Nottingham Credit Union, Staff NUS card and a range of others
- Links to key employee related information – Including Career & Development Resources, travel and sustainability, staff communications and key information about working at the University

The Employee Hub provides easy access to additional staff benefits/services (health care, car leasing, financial products. Holiday purchase etc) and provides the University with key inbuilt metrics and analysis, including full EDI transparency and reporting. The content and design of the Employee Hub will be reviewed in 2020, alongside exploring the option to introduce additional voluntary benefits.

4.12 Inclusive sport



UoNSport has been committed to developing its inclusive offer for over a decade and is proud to be one of the leading HE institutions for disability sport provision.

The sports membership referrals scheme entitling some disabled students to discounted memberships continues to be well utilised, with 450 applications received in 2018-19.

The department worked closely with the Disability Support Team to deliver an early induction session for autistic students – providing them with the opportunity to try a number of different sports at David Ross Sports Village before the academic year began.

In term three, UoNSport trialled Gym Quiet Time across University Park and Jubilee campuses. These times involved turning off all music, TV screens and dimming of lights. This received positive feedback from members who engaged with it.

With funding from Sport England we produced four access videos, providing disabled members with guidance on accessing the sports facilities and different initiatives. Across 2018-19 we achieved over 2,000 views of these videos.

In March 2019, UoNSport launched a men's mental health and sport initiative called Men's Health Active developed in partnership with the Counselling Service, Mental Health Advisory Team, Welfare networks and Student Union. Following the success of this, it is now integrated into our annual delivery programme.

We have worked closely with members of the LGBT+ networks, to enhance our processes and provision. We have introduced an “Mx” title option on our membership forms as well as designating private change areas for those members who don't feel comfortable using the group changing rooms, at David Ross Sports Village.

Across the academic year we delivered two Girls Night In events. Over 500 female students participated from a wide range of different backgrounds. In 2019-20 there are plans to run more of these events across all of our main campuses.

5 EDI Engagement and Events

5.1 EDI Development Programme

During the 2018/19 academic year (September 2018 to October 2019) attendance on EDI focussed courses totalled 3,809 individuals. This includes attendance at New Staff Welcome Events and recruitment and selection training, both of which have specific EDI content. Also included is attendance at Equality Impact Assessment and REF unconscious bias training, which were new 2018/19 provision and are designed to support enhanced quality assurance.

PD continue to offer Unconscious bias Training, both in workshop (111) and online (647) format, to support the wide range of EDI charter marks and initiatives. 1,430 learners accessed online EDI training (UB 647; EDI at work 291; EDI in L&T 492), many at the request of their Department/ division.

Provision addressing specific protected characteristics, including disability (declaring a disability & requesting reasonable adjustments), gender (Trans Awareness) and sexual orientation (Straight Allies) has evaluated extremely well, but with variable uptake for disability provision. This has been addressed within the 2019/20 EDI training delivery plan, specifically through reviewing and moving disability provision to sit within a new EDI in Learning and Teaching seminar series, whilst continuing shorter lunchtime workshops focussed on disability declaration. 15 participants completed the Calibre programme (max number for this specialist provision for disabled staff), which continues to evaluate excellently. The 2018/19 cohort included 2 external participants (from NTU) and we will continue to offer this programme to regional HEIs.

EDI training and development provision has been mapped to the University's EDI Strategic Delivery Plan. The EDI training plan proposes 5 strands of learning activity: EDI for staff joiners/ EDI in my day to day job/ EDI for managers and leaders/ EDI projects and specialist support/ Faculty/Department consultancy.

Overall this document provides a clear strategic approach, with opportunity to engage further in collaborative projects and to enhance EDI central short course provision to support learning and teaching (TEF). This is a new area of work arising out of PD involvement with Educational Excellence Group.

In 2018/19 PD have established new collaborative working relationships with a range of partners, which has translated into specific work streams in 2019/20.

Specifically these are:

- Establishing a new Disability-focussed conference - 'From Disability Labels to inclusion: an HE approach to teaching and learning practice at The University of Nottingham with external and internal expert speakers, and workshops focussing on teaching and learning practice. 11th March 2020
- Advance HE project focussing on embedding EDI in the curriculum in which PD have been lead partners. This has been led by Dr Fiona McCullough, and Teaching and Learning Committee are currently considering a 2 year follow-up project.

- Establishing a new EDI in Learning and Teaching seminar series, with topics including chilly classrooms (gender); Stonewall Straight Allies programme for academic staff (sexual orientation); Writing disability action plans; neurodiversity in the curriculum, creating accessible learning materials (disability) and decolonising the curriculum (race).
- Collaboration with initial Sphere projects in Faculty of Engineering (International day of Trans visibility) where PD have provided planning input, funding for part of the provision and evaluation support.

PD continue to evaluate each aspect of provision, to monitor participation and to consider the best ways to measure impact, including long-term evaluation.

5.2 Recognition Months

The University's EDI related events aim to raise awareness of different cultures, diversity strands, inclusive working and promote staff engagement and wellbeing. These events are open to staff, students and the public, and feature centrally led events as well as collaborations with internal Schools and Departments, plus external partners. Our EDI related events activity also includes other events led by Schools, Faculties, Professional Services, Campus Life and the Students' Union.

In 2018/19, nine centrally led events were delivered as part of a range of national programmes including **Black History Month**, **Disability December**, and **LGBT History Month**, and celebration, awareness or memorial days such as **International Women's Day**.

The University also ran three events focusing on staff wellbeing for **Month of the Mind** to raise awareness around mental health and wellbeing and in November 2018 the University held its first **Week of Wellbeing** in November 2018 providing staff with an opportunity to participate in a diverse range of wellbeing related activities across all UK campuses, focused on five themes: Healthy Mental Wellbeing; Healthy Work Experience; Social Wellbeing; Healthy Lifestyle; and Healthy Environment.

The University's centrally led events are fully evaluated through attendee surveys and are supported with publicity from External Relations in relation to poster design, blogs and external press releases. Key programmes are also supported by blog pages where complementary and related articles and event live-tweeting is also hosted to ensure activities are highly visible, accessible and engaging.

5.2.1 Week of Wellbeing

The University's first Week of Wellbeing took place in November 2018, to coincide with the launch of the Employee and Wellbeing Hub. A diverse and comprehensive range of different Wellbeing activities, talks and classes, took place during this five day event across all UK campuses supported by University departments and external organisations. Over 130 different activities were on offer and themes ranged from mindfulness sessions to financial wellbeing advice to guided campus walks.

5.2.2 Black History Month

With 2018 marking the platinum anniversary of the UK arrival of the first 492 passengers from the West Indies on board the ship Empire Windrush, **Black History Month** began with a blog entitled '[The Windrush Legacy: Struggle, resilience and transformation](#)' published by Professor Cecile Wright, Lenford Vassell and Dr Val Watson. This set the scene for the University to host the [National Windrush Conference](#) on 17 November, presented by Nottingham Windrush Support Forum in partnership with the Windrush Black Lawyers Group.

Black History Month also saw the launch of *B-Global* an exciting business platform for start-ups, established and scale-up black businesses (African/African Caribbean Heritage).

Our two centrally organised events were 'Salute', a screening of the BBC documentary about the Black Power Salute at the 1968 Mexico Olympics which dramatically linked sports and politics; and '*Career Success - the BME Experience*', a successful pilot of a new format for panel/roundtable discussion

focused on supporting our BME staff and students, where panel members joined the roundtable discussions on three focused questions exploring how the University could better support BME staff and students. 76 people attended our centrally led events.

Other events taking place across the University included film screenings, an African drumming workshop, a steel drum band live performance and free salsa classes. The Centre for Research in Race and Rights (C3R) offered free tickets for *New Nigerians*, the smash-hit comedy from Oladipo Agboluaje (winner of the Alfred Favon Award for playwriting) and post-performance discussion with the writer, cast and Director of C3R.

5.2.3 Disability December

During **Disability December** there were three centrally organised events. Our flagship event was *Disability and Music: An Insight into the Able Orchestra*. This was an inspiring event showcasing the talents of a group of young musicians with disabilities from Fountaindale School who have developed the unique musical concept of an orchestra using iPads and wheelchair controls as their primary instruments. These amazing young people also created original visuals incorporating sound as part of the performance.

Our other events were a workshop for managers on providing support for staff with autism and other hidden disabilities, and a panel discussion focused on how the University supports mental health at work. 100 people attended our centrally led events.

The David Ross Sports Village (DRSV) offered free places for disabled staff and students to access sports classes, including inclusive climbing sessions and supported fitness sessions at both the DRSV and Jubilee Sports Centres.

Other **Disability December** events across the University included: additional workshops delivered by Professional Development on mental health and other invisible disabilities, declaring a disability and requesting reasonable adjustments and CALIBRE, a personal and leadership programme for disabled staff. Nottingham Lakeside Arts supported a new singing group for people with dementia and their carers, and hosted a Christmas concert by Vick McClure's Dementia Choir.

5.2.4 International Women's Day

To celebrate **International Women's Day** there was a combination of cross University events, specialist events led by Faculties and an online celebration of inspirational women which took place during March 2019.

Our [flagship celebratory event](#) was once again delivered in partnership with Nottingham Trent University. This was a motivating and inspirational event held at Nottingham Trent University on Friday 8 March 2018 celebrating the achievements of women in Nottingham and discussing how to **#balanceforbetter**. Speakers shared a range of experiences from within academic, professional services and industry, and gave valuable insight into how our universities can support gender equality and intersectionality. The two Women's Staff Networks worked together to deliver an exciting range of activities throughout the day for staff and students to enjoy. Feedback on the event was very positive, with 42 members of staff attending from UoN, and 58 attending from NTU.

An exhibition showcasing 20 diverse trailblazing women, past and present, with a Nottingham connection was designed and displayed to complement the joint UoN/NTU celebratory event. All 20 women either had a connection with UoN or NTU or both, eg. Dame Laura Knight and Professor Cecile Wright. The exhibition was a great success and the 12 trailblazing women with a connection to UoN have been touring our UK campuses since June 2018. The exhibition tour is scheduled to continue during the 2019/2020 academic session.

The University's [#balanceforbetter digital project](#) invited staff and students to nominate female colleagues in all professions and grades across the University in the UK, China and Malaysia for their inspirational contributions to the University. Almost 150 nominations were received, highlighting an

incredible number of inspirational acts, some big, some small, which were taking place daily around the University. Throughout March 2019 a collage of the University's inspirational women was created.

The University sponsored [Balancing Acts](#), a stand-up comedy evening featuring women only performers from across the University, with headliner Tanyalee Davis. The majority of women taking part had never attempted stand-up before. 94 people attended and ticket revenue of £378 was donated to the Nottingham Women's Centre. The Free Period collected sanitary products on the night which were distributed to local food banks and organisations.

Two PhD Students in the School of Chemistry organised a stimulating and innovative conference, [Women in Chemistry 2019](#), which highlighted issues of equality and diversity in chemistry careers and provided career advice to attendees of all genders.

Following the successful launch of the '[my business my way](#)' women's entrepreneurial toolkit by Dr Isobel O'Neil, NBS, workshops and networking events were held jointly with NatWest and HSBC.

Other events across the University included [Women in Aerodynamics](#) featuring guest speakers from BAE Systems Air and the University of Birmingham; an inaugural lecture by Professor Felicity Rose, a talk by award-winning science journalist, Angela Saini; a celebratory event, *role models are all around us*, sharing stories and experiences of women at all levels across the University; and a discussion on why we still need feminism in the workplace.

5.2.5 LGBT History Month

For **LGBT History Month** the Trent Building on University Park signalled the University's support for our LGBTQ+ community by displaying rainbow colours and the flying of the Pride flag throughout February 2019. The Pride flag was also flown at Sutton Bonington.



To show support for our LGBTQ+ community more broadly, colleagues around the University now wear rainbow lanyards not just during LGBT History Month but throughout the year.

The University delivered three centrally organised events: A film screening of [The Killing of Sister George](#), a landmark in queer cinema; [Trans Journeys](#) a talk exploring lived intersectionality which shared the experience of a trans woman living with a disability; and '[Brothers in Arms](#)' a performance-lecture at Nottingham Lakeside Arts which explored the concept of 'romantic friendships' amongst the soldiers of the Great War. 142 people attended our centrally led events.

Other events across the University included a series of queer film screenings at Nottingham Lakeside Arts not only to celebrate **LGBT History Month** but also Chinese New Year; talks on Lesbian mothers and practices of conception in post-war Britain and why LGBT+ Diversity matters in STEM; and a lecture on what makes for an inclusive space in higher education.

5.2.6 Month of the Mind

For **Month of the Mind** the University delivered three centrally led events for its staff: a series of three mindfulness-based workshops focused on improving sleep; an interactive session incorporating yoga and Qi Gong influences on how to recognise and befriend performance anxiety; and a panel/roundtable discussion chaired by the Deputy Vice-Chancellor, on mental health at work. This was a follow up to the event of the same name held in **Disability December** 2018, taking on board feedback received from staff and students, panel members from across the University whose roles supported mental health joined roundtable discussions with staff to share experiences and explore ways in which the University could better support mental health at work. 177 people attended our centrally led events.

The David Ross Sports Village offered free places for staff for a range of exercise sessions including Zumba, Pilates, Body Balance and Yoga across all UK campuses.

The University Counselling service offered two additional workshops: *Minding the mind and body*, gentle exercises designed to encourage mindfulness practice, and *Dance for Health and Wellbeing*, a facilitated hour of movement and dance based on a movement meditation practice called '5 Rhythms'.

6 Reports from staff and student networks

6.1 Black and Minority Ethnic (BME) Staff Network

Since the previous academic year we have had a 16% increase in membership. Some of this has arisen through word of mouth, signposting by other BME colleagues, or colleagues and managers within work teams; some has come from the raised profile of the REC submission preparation work.

Raised membership figures shows there is a growing interest in the BME agenda and in BME issues. However, finding a mutually convenient time for us to meet has proved impossible in the last academic year.

Small groups of BME staff have met for informal social events and to discuss or share ideas and good practice with regard to projects they have been working on. An example of this has been informal sharing experiences in pairs or small groups discussing voluntary work done in the community or the development of new projects. Research work undertaken with a specific BME focus has been shared throughout the network and commented on.

Examples of work undertaken and events delivered:

- Email correspondence and updating of the membership on topical local and national issues and events on a fortnightly basis.
- The network have attended productions put on by Nottingham Playhouse with BME related topics including, at the invitation of the Playhouse, to see *New Nigerians* during Black History Month 2018, which featured a post-performance Q&A session with the Director and Cast.
- Blog on *The Windrush Legacy: Struggle, resilience and transformation*, published by Professor Cecile Wright, Lenford Vassell and Dr Val Watson, to mark the platinum anniversary of the Windrush Generation.
- National Windrush Conference on the Windrush Legacy hosted by the network with administrative support from the People and Culture team.

- Various active members of the network have attended meetings and are members of task and finish committees e.g. Race Equality Charter, History of Slavery Project, Sexual harassment discussion.
- BME network invited to take part in SHARE study - SHARE (Social, Health and Recovery Experiences) is a new research study that explores social influences (e.g. culture, identity and belonging) on mental health and recovery amongst Black, Asian and minority ethnic individuals.
- Delivery of parent/pre-teen two-part course delivery initiated by a BME staff network member.
- Over the past two years a closer collaboration with the BME SU network has been forged.
- BME Network Vice-Chair encouraged and suggested UoN light up Trent Building in support of Show Racism the Red Card (SRTRC).
- Network members attended the Playhouse production of 'Shebeen' and participated in the after-show Q&A.
- The Network Chair and Network members have made themselves available to staff on a 1:1 basis for support relating to work and personal matters.
- The Network Chair has attended meetings with other local BME/BAME network chairs in Nottinghamshire as convened by Adele Stacey, Service Improvement Equalities Officer- Nottinghamshire.

6.2 Carers' Network

In November 2018, Johanna Bramham, Professional Development, ran an informal session entitled 'Self-Care for Carers' to which all staff were invited. The session included networking, discussions on self-care followed by a Q&A session.

Plans this year are for informal monthly meet-ups for members of the Carers' Network to provide support to carers for carers to make connections, e.g. in summer a walk by the lake, in the autumn somewhere under cover.

Alongside the informal monthly meetings of network members, we would greatly appreciate the University's support in delivering one large (functional) information session each year. This session would be run by the University in consultation with the Network. Suggested format would be a presentation from the Department for Work and Pensions on topics such as: application for allowances; Power of Attorney; first aid, etc, followed by surgery style meetings on the same day. This would be in response to the increasing number of individuals contacting the network for initial advice. This is the preferred structure going forward which was outlined in the University's recent review of support for staff networks.

By September 2020, the Chair would like to identify a new person to 'lead' this network, so there is interest in the legacy planning work currently taking place within the LGBTQ+ Staff Network.

6.3 Disability Staff Network (DSN)

6.3.1 Chairship of the Network

Sarah Stephenson-Hunter, former Chair, moved to an excellent opportunity at Oxford University; the Network lost her valuable Chairship as a result in March. As the existing Deputy Chair Hilary Martin was invited to undertake the Chair role in the Interim period pending the outcome of the Staff Network Review and the Disability Support Review. The year has therefore been quiet with the following activities undertaken.

6.3.2 Staff Network Review and the Disability Support Review

All DSN members were invited to become involved in aspects of these reviews and their input incorporated in both Reviews.

Conference Stall presence – a useful information card and pop up poster has been produced that is generic and can be used at any event – a stand was manned at the Graduate School Conference in June.

EDI Case Studies – DSN members were asked to support this with their input to case studies which will support EDI training material. Previously DSN members provided personal experiences of working with a Disability within the University – this valuable feedback had been incorporated within the Disability Support Review; members were advised of this and asked to consider providing case studies.

Dignity Advisors – the University has undertaken an initiative to increase the number of Dignity Advisors – as Chair I encouraged DSN members to consider becoming involved, as our experiences to date of living/working with Disabilities could be useful.

For 2019, planning is underway for a talk/Q&A focused on supporting staff and students with disabilities, a workshop for managers to help them support colleagues with disabilities and an interactive session on wellness in the workplace. Julie Thomas has been invaluable in achieving this initiative this year – without her input and support, we would not be in a position to celebrate Disability December.

6.4 Lesbian, Gay, Bisexual, Trans, Questioning (LGBTQ+) staff network

2018-19 was a productive and pivotal year for the LGBTQ staff network. The work on re-branding network communications for Nottinghamshire Pride 2018 led into a follow up focus in which we have updated and overhauled our outward facing web-based platforms. Related to this is a key outcome that emerged from our network team- building/ 'at home day' held on 17.01.19 at The Orchard Hotel, in which we also reviewed our internal communications resulting in the subsequent development of a Microsoft Teams space. The team building day was the first one that the network has held and was attended by 25 members, enabled by a successful bid for funding from the EDI budget. In the morning we began by claiming and decorating the space and by considering the 'atmosphere' we wanted to create for the main activity which was the sharing of our personal journeys as LGBTQ+ people. This activity was something that Max Biddulph and Lucy Cooker had found very powerful on the Stonewall Leadership Programme and we wanted to make this available this to network members also. The afternoon was spent working with a representative from Stonewall on understanding the workings of the Workplace Equality Index (WEI) as well as sharing our experiences of the UoN as a work place. In retrospect, the 'pivotal' nature of the day is that it generated momentum, brought people together and initiated an important conversation about future network plans including the succession of the current network chair.

We have also been in dialogue 'externally' during 18-19 and have participated in the UoN review of staff networks, have dialogued with HR colleagues about the WEI, have joined Nottinghamshire Police Voluntary Sector Hate Crime group and shared our network experience with colleagues in HM Prison Service at a professional development day at Nottingham Prison. Events continue to feature prominently in our annual calendar and in February 2019 for UK LGBT History Month we hosted film screenings, testimonial and performance events in collaboration with Lakeside Arts as well as flag flying for IDAHOBIT Day and Nottinghamshire Pride. In June we had a presence at the Trans Community Picnic and in July we had our biggest ever presence at Nottinghamshire Pride 2019.

6.5 Women's Staff Network

This report summarises the key work done by the Women's Staff Network during the past 12 months and some of our plans for the next 6 months. Alongside all of this, the committee has met and minutes of these meetings are available on request.

There will be a review of the Terms of Reference by the Co-Chairs imminently to ensure that we fully meet the expectations of the university and our network members, with some attention placed on succession planning. Our membership rises steadily from year to year and currently stands at 568, but one of our constant challenges continues to be raising awareness of our existence. Two pop up banners are displayed at events and in various buildings around our different campuses and we have an

increasing presence on social media. We aim to be an inclusive network to ensure that Estates and Ancillary workers (who do not have access to computers) are aware of all events and the existence of the Network. This is an aspect of our work that we hope to benefit from administrative support not only to further ideas from other networks at the UoN but also in other institutions. In the meantime, we propose to put a notice on message of the day and will liaise with the Chairs of the other Staff Networks to deliver one message with details of all Networks.

This is the second year of working together for the Co-Chairs Wendy Brennan and Jo Hancock who both attended a Network of Networks meeting held at Newcastle University in February 2019. There were some high-profile speakers from UCL, Newcastle University, the metropolitan police force and representatives from the Women's Higher Education Network (WHEN). This was a very successful conference with strong relationships made and best practice shared and has led to further communication with WHEN who we aspire to lead a conference within Nottingham in the next year. This is a very exciting opportunity to engage with a fast-growing national network of women in HE and we would value a discussion with the EDI team regarding affiliation to WHEN to spread their work to our membership.

We have had a very successful year of events for our members starting with a further session of Archery run by Park Lives then by our annual Christmas Fair in the Medical School Foyer in December 2018. This was followed by a talk given by Professor Shearer West in January 2019 attended by 180 people. We received very positive feedback from this event and hope to secure engagement of other high-profile women in the university in presenting and celebrating their career journeys. In February we had a 'Behind the scenes tour of the museum' where Clare Pickersgill, Museum Keeper, gave an introduction to the Museum and its work as well as providing the opportunity to handle the artefacts. 'Knitting People Together' continues to run on Jubilee Campus by an active group of women who love to knit and support the local community. Jo Hancock led two sessions on the student services development days on behalf of the WSN with a focus on the labels that women give themselves, inspired by the work of Dr Susi Poli (UCL). We are hoping to run this again for members of the network.

Thinking further ahead and taking inspiration from the engagement with black history month events, we would like to see IWD extended throughout women's history month in March; something to aspire to. Again, administrative support would be welcomed with this. An important initiative from IWD was 'Bags for Balance' instigated by UoN WSN Committee. We collected handbags containing either toiletries and/or sanitary products and the response was overwhelming, with donations being sent from Birmingham University too. We shared the bags with Nottingham Women's Centre (NWC) on several occasions over the year and still have a large supply. We will continue to support NWC but also have plans to distribute to the homeless in Nottingham via a range of connections. Details and photographs of our events can be viewed on the WSN workspace.

Next year we have plans in place already for a talk on Menopause by Professor Amanda Griffiths in December and with Amanda's permission we aim to invite Walgreen Boots Alliance to attend this event to strengthen our connection and honour a commitment for joint events. We also have plans for a reading group in January featuring our first book VOX by a female author Christina Dalcher with the tag line 'If you only had 100 words a day, what would you do to be heard?', then in May we have a talk lined up on Unconscious Bias by Dr June McCombie. We regularly evaluate our sessions by means of surveys or emails and the responses are overwhelmingly positive with the main feedback being that the sessions promote networking which reinforces our aims and values for the network itself.

Preliminary talks are underway to set up an infertility group which will be led by one of our members. This will initially be open to women but may extend to include men at a later date. Recently, we were approached by the UoN Talent attraction team to help support their work on branding and design of materials with the aim of being more attractive and encouraging to women. Also, we have discussed the STEMM Change project with a team member and will be disseminating details to our members. We will be working with HR in developing a Menopause Policy. These are projects that we are very keen to be involved with and look forward to further engagement very soon.

We are proud that four of our Committee Members have received recognition from UoN. Linda Allsop, Wendy Brennan and Jo Hancock were all nominated as three of the top 100 Inspirational Women whilst Denise McLean was awarded a VC's medal. We now feature a section on the Workspace to celebrate women's achievements and we have emailed the membership to feature other workplace achievements.

6.6 Technicians' Network

There are approximately 700 technicians working within the University with around 400 different role profiles amongst the TS job family. The aim of the network is to promote the visibility of the role of the technician and to encourage technicians to learn about the varied roles.

We have facilitated tours of different areas of the University by inviting technicians to host tours for other technicians to show what their role entails.

We have held a couple of events with guest speakers entitled 'Intellectual property for technicians' delivered by Trevor Farren and 'How technicians built my career' hosted by Sir Martyn Poliakoff.

We have also held professional registration workshops for Science and Engineering technicians.

Over the summer, the Network Chair has developed a website for the Technicians' Network to advertise events and to enable staff to submit a profile to showcase the variety with the TS roles. The website also includes an achievement section where we can celebrate the achievements of our technical staff and a section called 'Technobytes' where technicians can submit a video which shows a typical working day. There is also a page dedicated to asking the technical workforce for ideas of what else they want the network to do.

The next step will be to approach the technical workforce to try and bring a working group or committee together to discuss what else the network can do and to generate further ideas.